

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
November 5, 2019  
6:00 pm**

Mayor David Sims called the Council meeting of November 5, 2019 to order at 6:00 pm. Present for the meeting were: Council President Rick Alonzo, Council Members Adam Arthur, Valerie Thompson and Ron Smith. Also present were: City Engineer Mike Klaus, City Attorney Andrakay Pluid, City Clerk/Treasurer Christine McNair, Police Chief Brian Zimmerman, City Administrator Lisa Ailport and Economic Development Coordinator Dennis Weed. Members of the public present were: Dave Gray, Marty Martinez, Lawrence Drake, Olivia Drake, Jerry Higgs, Marciavee Cossette, Bruce Merrifield, Denise Crichton, Carolyn Testa, Mat Surprenant, Valerie Surprenant, Stephanie Lederhos, Seth Brown, Weston Hyer and Mitzi Hyer.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

Carolyn Testa said the Pearl Theatre is hosting a presentation on Saturday night for Veterans Day. The Turkey Trot will be Thanksgiving morning 9:00am at the Fairgrounds, which benefits the food bank. Please bring a non-perishable food item.

**REPORTS**

Police Chief Brian Zimmerman it has been quiet except for the occasional DUI. Brian said Christine has been helpful with his budget or anything he needs. He appreciates her help and dedication to the City.

City Administrator Lisa Ailport said clean up week is November 4 – November 12. We are finalizing the draft application for the Transportation Alternative Program (TAP). All utilities are gearing up for winter. We should have the results for the electric vehicle charging station grant application soon. The community block grant is wrapping up the pool project, most of the project will be completed by spring. We were able to pave the ADA parking spaces. A few things left are: installing the water heater, ADA toilets, showers and paint. Ron asked if we are trying to get more money from the High 5 funding. Lisa said we have a good relationship with High 5 and it may be possible for future projects. High 5 is using us as an example to other cities. Ron asked about the splash pad. Lisa said the pad has been laid out and we have received all the parts. It will be open next spring or early summer. Valerie Thompson asked about the synthetic ice rink. Mayor Sims said the ribbon cutting will be Saturday at 11:00am. The Moyie Springs city park is getting a great response.

City Engineer Mike Klaus said the golf course roof repair was started and the electrical wiring was done just below the shingles. The contractor will install spacers and sheeting above current roof and we will rewire the electrical. The quote was \$34,000 and we do not anticipate any increases. Rick asked if this is only on the west side of the roof. Mike said it is. The splash pad will be approximately 20-30 working days to finish, which will have to be next spring. The sewer main repair below Apache Court has been completed, but there is still some clean up. Charlie Kramer has mobilized his equipment and the project should be completed in a couple of weeks.

Economic Development Coordinator Dennis Weed said the park in Moyie Springs looks great and lots of people are excited for the park. Dennis said there are still contributions being received for the Moyie Springs Park. This is the first of three phases for the park. There will be planter boxes and grass put in next year. They received 500 concrete railroad ties, which they have used for steps.

SPOT: Ron Smith said SPOT now has a final route. Tuesdays and Thursdays are the Sandpoint route, Wednesdays and Fridays are the local route. First Saturday in December will start the ski route to Schweitzer. Mayor Sims said Dr. Taylor Geyman is offering free dental care on Veterans Day and SPOT will provided as many rides as possible.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the October 15, 2019 Council meeting minutes, October 18, 2019 Special Council meeting minutes  
Adam Arthur moved to approve the consent agenda. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

**OLD BUSINESS**

**NEW BUSINESS**

4. Electric/Water/Sewer – Consider Request from Doug Ladely Sr. for Waiver of Base Fees for Unoccupied Residences  
{action item} Doug Ladely was not present for the meeting.

5. Pool – Consider Approval of Pay Request #11 from Panhandle Area Council (attachment) {action item}  
Mike said this covers from May 30, 2019 – September 1, 2019. Should be one more pay request in December. Valerie Thompson moved to approve pay request #11 for Panhandle Area Council in the amount of \$1,525.00. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
6. Sewer – Discuss Idaho Community Development Block Grant for Lift Station #5 {action item}  
Mike said we were moving forward in the grant process. When we received the cost estimate from JUB, the costs were a lot more than we can afford. There are some things we can do before next year to lower the costs and make it possible to apply for the grant next year.
7. Fire – Consider Authorizing the Mayor to Sign the Contract with the Kootenai Tribe of Idaho for Fire Protection Services (attachment) {action item}  
Mayor Sims said this is the same contract as last year. Ron asked if the fire chief was aware of the contract. Lisa said she will make sure the fire chief knows. Valerie Thompson moved to authorize the Mayor to sign the contract with the Kootenai Tribe of Idaho for fire protection services. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
8. Street – Consider Approval of Estimate from Glahe and Associates for Survey/Topo work for the Garden Lane Extension project (attachment) {action item}  
Lisa said we need to do design work for the LRIP grant to complete the Garden Lane extension. Ron asked if this will be a paved City street when it is completed. Lisa said it will be. Mat asked if that will affect any of the current utilities. Lisa said we won't know until the design work is done. Mat asked if EL Automation can be notified as early as possible if changes will be required. Weston Hyre asked what the advantages are to opening this street. Mayor Sims said it was a recommendation during the Transportation Plan to reduce the amount of traffic on the highway. Rick Alonzo moved to approve the estimate with Glahe and Associated for survey/topo work for the Garden Lane extension project in the amount of \$5,600.00. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
9. Electric – Consider Approval to Purchase 20 Itron Remote Disconnect Electric Meters, Associated Software and Annual Maintenance Fee from General Pacific (attachment) {action item}  
Lisa said this will allow the City to start a process to remotely disconnect power, when there is an aggressive dog. Ron asked how it works. Lisa said it works with our handheld to disconnect a meter remotely. Valerie Thompson asked about the cost of the meters. Mayor Sims said the cost is similar to the current meters. Ron Smith moved to approve the purchase of 20 Itron remote disconnect electric meters, associated software and the annual maintenance fee from General Pacific. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
10. Electric – Consider Authorizing the Mayor to Sign the Contract with Kendal Deaton (attachment) {action item}  
Lisa said Kevin wants to trim trees this fall with the total cost not to exceed \$20,000. Adam asked if we've been using Kendal. Mayor Sims said we used Kendal 2 years ago. Valerie Thompson asked if it is in the budget. Mayor Sims said it is. Valerie Thompson moved to authorize the Mayor to sign the contract with Kendal Deaton to trim trees along the City electric line corridors with the total contract amount not to exceed \$20,000 without prior approval. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
11. City – Consider Authorizing the Mayor to Sign the Contract with Computer Arts for Fiscal Year 2019-2020 (attachment) {action item}  
Lisa said our contract expired October 1, 2019. There were some renegotiations which took longer than expected. There is a 5% increase in the total cost of the 300 hours from \$21,300 to \$22,500. There will be an approximate reduction or \$4,800 in meal and travel expenses. Valerie Thompson asked if we are happy with the services being provided. Lisa said we are content. Mayor Sims said we have talked to other vendors. Valerie Thompson asked if we can look for other providers. Adam asked if it is a 30 day cancellation. Lisa said it is 90 days. Valerie Thompson asked if it is possible to work with the County for IT services. Mayor Sims said the County has some proprietary software provided by Computer Arts. Andrakay said the other local providers are doing this as a side business, which makes it difficult to receive services during working hours. Mayor Sims said it makes sense to continue to look for other options. Rick Alonzo moved to authorize the Mayor to sign the contract with Computer Arts for fiscal year 2019-2020. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
12. City – Consider Requesting Proposals to Partner with a Company to Provide Internet Service to City Electric Customers (attachment) {action item}  
Mayor Sims said the City was approached by a company to provide internet service to City electric customers. Mayor Sims he wanted to open this opportunity to all interested providers. Mat asked what role the City plays in providing internet service to the customers. Why does the City want to provide internet service. Mayor Sims said the City has been interested in making sure there is good internet services available to the citizens for at least 10 years. Valerie Surprenant asked what is considered good internet service. Mayor Sims said at his house he can get Frontier DSL. Mat said EL can provide service there also. Valerie

Surprenant said there are nine providers for Boundary County. Mayor Sims said that is why the request for proposal (RFP) process is important. Valerie Surprenant feels the City should not partner with a provider when there are nine providers available. Mayor Sims said he wants to do an RFP, because he does not want to favor one company over another. Mat said he does not understand why the City has any involvement with an internet company. Andrakay said at this point the City does not have any involvement. Any company can submit an RFP and the City can see if there is anything of interest to the City. This is simply exploring what is out there. Rick said the City was approached by a company, we did not initiate this process. Mayor Sims said the City was approached by a company, in order to be transparent we wanted to offer this to any interested provider. Valerie Thompson said the confusion is not knowing what we are actually proposing. Stephanie Lederhos asked if research has been done to know the areas the providers cover and the speeds. Ron said it is confusing to use the word partnership. Mayor Sims said it is a good word to describe it. Mayor Sims said the City has been interested in being involved in the internet business for at least 10 years. Mayor Sims said we have looked at the Ammon model, where Ammon provides internet service. Valerie Surprenant said in Ammon they were trying to develop a service that was not available. Here the City is trying to step into a business that they know nothing about. Mayor Sims said we are just seeing what is available. Seth asked if the City will spend money to do this. Mayor Sims said we don't know. Stephanie Lederhos said she thinks the City should try to bring in something that the community actually needs, not something that is already here. Ron asked if the Council will see the RFP before it is sent out. Mayor Sims said yes. Valerie Thompson moved to have staff to prepare a request for proposal packet to Council for further discussion. Adam Arthur seconded the motion. The motion passed with all in favor.

**13. Street – Consider Approval of Seasonal Wintertime Employee (attachment) {action item}**

Lisa said last year we hired a part-time employee for a season wintertime employee. The same employee is interested in the position this year. Lisa asked if this is something Council wants brought before them every year. Ron said if it is in the budget, it doesn't have to come before Council. Ron Smith moved to allow the Street department to create a seasonal winter employee position with the hourly rate of \$15.00 per hour for on call services. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

**14. City – Consider Approval of High 5 Expenditure for Grow's Little Free Garden Program and City Signage at the Golf Course (attachment) {action item}**

Lisa said the Little Free Garden Program is seeking to provide an additional 20 boxes. The gardens must be places in a public area. Each garden is registered with the program, so you can do a "walking salad". Staff is hoping to have four 3 x 8 banners, that offer free golf for kids. Adam Arthur moved to approve the High 5 expenditure for Grow's Little Free Garden Program in the amount of \$2,499.30 and the City signage at the golf course in the amount of \$300.00. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

**15. City – Consider Approve to Purchase Gift Cards for the Christmas Party {action item}**

Christine said gift cards are given as door prizes at the Christmas party every year. Christine is asking if Council is interested in doing that again this year and if so how much Council wants to allow. Mayor Sims asked what the dollar amount was last year. Christine said it was \$500.00. Rick Alonzo moved to approve the purchase of gift cards for the Christmas party for the total amount of \$500.00. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

**16. Executive Session Pursuant to Idaho Code 74-206, Subsection 1 (c) To acquire an interest in real property which is not owned by a public agency**

Rick Alonzo moved to go into executive session pursuant to Idaho Code 74-206, Subsection 1 (c) To acquire an interest in real property which is not owned by a public agency. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

Entered into executive session at 7:27 pm.

Executive session ended at 7:39 pm with no action taken.

**ADJOURNMENT**

The meeting adjourned at 7:39 pm.