

Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life.

AGENDA
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
February 17, 2015
7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

PUBLIC COMMENTS

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

GUESTS

REPORTS

Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Treasurer's Report
4. Approval of February 3, 2015 Council Meeting Minutes

OLD BUSINESS

5. City – First Reading of Ordinance Increasing Monthly Salary Amounts for the Mayor and City Council Members (attachment)
6. Water – Discuss Multi-Dwelling Unit Water Rates (attachment)

NEW BUSINESS

7. Water – Discuss Change Order for Bonner and Comanche Waterline Replacement Project (attachment)
8. Fire – Discuss Fire Station 2 Remodel Change Orders (attachment)
9. City – Discuss Comments for ITD Highway 95 Project and Authorize Submission of Comments (attachment)
10. Pool – Approve Lifeguard and Head Lifeguard Job Descriptions (attachment)
11. City – Discuss Mechanic Pickup Purchase Changes (attachment)

12. Electric – Discuss Hiring Power Plant Operator (attachment)
13. City – Discuss Travel Policy (attachment)
14. City – Executive Session per Idaho Code 67-2345 (1) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 67-2345, SUBSECTION 1

- (a) Consider hiring a public officer, employee, staff member or individual agent.
- (b) Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- (c) Conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.
- (d) Consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code.
- (e) Consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- (f) Communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
- (g) Engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed.

ADJOURNMENT

NEXT MEETING DATE

INFORMATION

15. Electric – Memo from Bonneville Power Administration dated February 3, 2015 RE: Kootenai River habitat Restoration at Bonners Ferry (attachment)
16. Electric – Moyie River Discharge (attachment)
17. Sewer – Memo RE: City Hall Sewer Backup (attachment)
18. Water – Information from Nancy Mabile and Department of Commerce RE: Idaho Community Block Grant for the Water Tank (attachment)
19. City – PERSI Training on March 11, 2015 at Fire Hall from 1:00 p.m. to 5:00 p.m.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING BONNERS FERRY CITY CODE SECTION 1-6-3, INCREASING MONTHLY SALARY AMOUNTS FOR THE MAYOR AND CITY COUNCIL MEMBERS; PROVIDING SEVERABILITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

NOW THEREFORE, Be it ordained by the Mayor and the Council of the City of Bonners Ferry, Idaho, as follows:

Section 1: That section 1-6-3, of Bonners Ferry City Code is hereby amended as follows:

A. Mayor: The mayor shall receive a salary each calendar month which shall be in the sum of ~~three hundred dollars (\$300.00)~~ five hundred dollars (\$500.00). ^{600.⁰⁰}

B. Council Members: Each council member shall receive a salary each calendar month in the sum of ~~one hundred fifty dollars (\$150.00)~~ three hundred fifty dollars (\$350.00). ^{300.⁰⁰}

Section 2: PROVISIONS SEVERABLE: The provisions of this Ordinance are hereby declared to be severable and if any provision of this Ordinance or application of such provision to any person or circumstance is declared invalid for any reason, such declaration shall not affect the validity of remaining portions of this Ordinance.

Section 3: EFFECTIVE DATE: This ordinance shall be effective upon its passage and publication in the manner provided by law.

APPROVED by the Mayor and City Council of the City of Bonners Ferry this _____ day of _____, 2015.

CITY OF BONNERS FERRY, IDAHO

BY: _____
David Anderson, Mayor

Attest:

Kris Larson, Clerk

account	EDU	meter base rate for 2004	coverage - 200	commercial annual total	Base	coverage - 1200	multi-family annual total	Base \$35	coverage - 800	multi-family annual total	Base \$30	coverage - 800	multi-family annual total	comm to 2015	comm to modified 35	comm to modified 30
62219A-00	9	44.68	\$ 0.01796	\$ 536.16	44.26	\$ 0.01779	\$ 4,780.08	35.00	\$ 0.01779	\$ 3,780.00	30.00	\$ 0.01779	\$ 3,240.00	79.2%	60.5%	50.4%
66385-00	17	108.37	\$ 0.01796	\$ 1,439.85	44.26	\$ 0.01779	\$ 9,080.42	35.00	\$ 0.01779	\$ 7,185.33	30.00	\$ 0.01779	\$ 6,193.79	62.9%	39.9%	33.0%
66159A-00	11	44.68	\$ 0.01796	\$ 1,058.80	44.26	\$ 0.01779	\$ 6,146.53	35.00	\$ 0.01779	\$ 5,009.60	30.00	\$ 0.01779	\$ 4,520.39	48.1%	37.3%	32.7%
66151-00	32	140.20	\$ 0.01796	\$ 3,149.73	44.26	\$ 0.01779	\$ 18,280.71	35.00	\$ 0.01779	\$ 14,776.03	30.00	\$ 0.01779	\$ 12,998.35	48.0%	36.9%	31.3%
66243-00	8	44.68	\$ 0.01796	\$ 1,001.32	44.26	\$ 0.01779	\$ 4,499.80	35.00	\$ 0.01779	\$ 3,692.67	30.00	\$ 0.01779	\$ 3,393.46	34.9%	26.9%	23.8%
66289-00	9	44.68	\$ 0.01796	\$ 1,294.07	44.26	\$ 0.01779	\$ 5,317.34	35.00	\$ 0.01779	\$ 4,402.65	30.00	\$ 0.01779	\$ 4,033.43	31.1%	24.0%	21.2%
75508-00	22	108.37	\$ 0.01796	\$ 4,253.06	44.26	\$ 0.01779	\$ 14,395.84	35.00	\$ 0.01779	\$ 12,036.59	30.00	\$ 0.01779	\$ 10,887.37	23.8%	18.3%	15.6%
75562-00	17	108.37	\$ 0.01796	\$ 3,251.43	44.26	\$ 0.01779	\$ 10,748.09	35.00	\$ 0.01779	\$ 8,944.44	30.00	\$ 0.01779	\$ 8,095.22	23.1%	17.5%	14.9%
67219-00	12	108.37	\$ 0.01796	\$ 2,162.52	44.26	\$ 0.01779	\$ 7,013.88	35.00	\$ 0.01779	\$ 5,765.83	30.00	\$ 0.01779	\$ 5,216.62	22.4%	16.7%	14.1%
67956-00	19	140.20	\$ 0.01796	\$ 4,080.30	44.26	\$ 0.01779	\$ 12,233.20	35.00	\$ 0.01779	\$ 10,207.31	30.00	\$ 0.01779	\$ 9,238.09	20.1%	15.1%	12.8%
67618-00	4	44.68	\$ 0.01796	\$ 748.09	44.26	\$ 0.01779	\$ 2,135.15	35.00	\$ 0.01779	\$ 1,761.83	30.00	\$ 0.01779	\$ 1,692.62	18.5%	13.6%	12.6%
75538-00	4	44.68	\$ 0.01796	\$ 319.53	44.26	\$ 0.01779	\$ 804.107	35.00	\$ 0.01779	\$ 679.03	30.00	\$ 0.01779	\$ 624.81	15.7%	11.6%	10.8%
68272-00	12	108.37	\$ 0.01796	\$ 3,199.53	44.26	\$ 0.01779	\$ 8,041.07	35.00	\$ 0.01779	\$ 6,793.03	30.00	\$ 0.01779	\$ 6,243.81	15.1%	11.2%	9.8%
75535-00	3	44.68	\$ 0.01796	\$ 751.68	44.26	\$ 0.01779	\$ 1,623.60	35.00	\$ 0.01779	\$ 1,356.07	30.00	\$ 0.01779	\$ 1,332.62	11.6%	8.0%	7.7%
68359-00	18	140.20	\$ 0.01796	\$ 7,769.04	44.26	\$ 0.01779	\$ 15,375.71	35.00	\$ 0.01779	\$ 13,460.94	30.00	\$ 0.01779	\$ 12,551.73	9.8%	7.3%	6.2%
66157-00	8	140.20	\$ 0.01796	\$ 2,406.19	44.26	\$ 0.01779	\$ 4,752.42	35.00	\$ 0.01779	\$ 3,948.85	30.00	\$ 0.01779	\$ 3,639.63	9.5%	6.5%	5.3%
66090-00	8	140.20	\$ 0.01796	\$ 3,022.22	44.26	\$ 0.01779	\$ 5,893.73	35.00	\$ 0.01779	\$ 4,979.05	30.00	\$ 0.01779	\$ 3,639.63	9.5%	6.4%	5.1%
10008-00	2	44.68	\$ 0.01796	\$ 536.16	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	9.8%	5.7%	3.4%
66257-00	2	44.68	\$ 0.01796	\$ 536.16	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	9.7%	5.6%	3.4%
66491-00	2	44.68	\$ 0.01796	\$ 537.96	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	9.6%	5.5%	3.3%
67899-00	2	44.68	\$ 0.01796	\$ 540.78	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	9.5%	5.4%	3.2%
75336-00	5	108.37	\$ 0.01796	\$ 1,634.50	44.26	\$ 0.01779	\$ 2,273.01	35.00	\$ 0.01779	\$ 2,302.81	30.00	\$ 0.01779	\$ 2,173.59	7.0%	4.1%	3.3%
75338-00	2	44.68	\$ 0.01796	\$ 701.00	44.26	\$ 0.01779	\$ 1,083.40	35.00	\$ 0.01779	\$ 875.30	30.00	\$ 0.01779	\$ 911.85	6.2%	2.5%	3.0%
75374-00	5	108.37	\$ 0.01796	\$ 1,880.55	44.26	\$ 0.01779	\$ 3,016.74	35.00	\$ 0.01779	\$ 2,546.53	30.00	\$ 0.01779	\$ 2,417.31	4.2%	2.3%	2.9%
75488-00	2	44.68	\$ 0.01796	\$ 763.93	44.26	\$ 0.01779	\$ 1,084.82	35.00	\$ 0.01779	\$ 937.52	30.00	\$ 0.01779	\$ 988.31	4.2%	2.5%	2.9%
75521-00	2	44.68	\$ 0.01796	\$ 741.86	44.26	\$ 0.01779	\$ 1,097.94	35.00	\$ 0.01779	\$ 927.86	30.00	\$ 0.01779	\$ 950.18	4.8%	2.5%	2.8%
75489-00	2	44.68	\$ 0.01796	\$ 576.53	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	4.8%	2.5%	2.8%
67045-00	2	44.68	\$ 0.01796	\$ 624.34	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 851.83	30.00	\$ 0.01779	\$ 714.53	7.0%	3.6%	2.4%
66681-00	2	44.68	\$ 0.01796	\$ 590.04	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	8.0%	4.2%	2.2%
75564-00	2	44.68	\$ 0.01796	\$ 593.63	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	7.9%	4.2%	2.1%
10042-00	2	44.68	\$ 0.01796	\$ 854.99	44.26	\$ 0.01779	\$ 1,295.64	35.00	\$ 0.01779	\$ 1,155.81	30.00	\$ 0.01779	\$ 1,035.81	5.2%	3.5%	2.1%
68231-00	2	44.68	\$ 0.01796	\$ 682.10	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 858.70	30.00	\$ 0.01779	\$ 819.86	5.6%	2.7%	2.0%
75457-00	2	44.68	\$ 0.01796	\$ 604.32	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	7.6%	3.9%	1.9%
75459-00	2	44.68	\$ 0.01796	\$ 604.82	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	7.6%	3.9%	1.9%
67717-00	2	44.68	\$ 0.01796	\$ 620.16	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	7.1%	3.5%	1.8%
75482-00	2	44.68	\$ 0.01796	\$ 627.68	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	7.1%	3.5%	1.8%
75461-00	2	44.68	\$ 0.01796	\$ 627.68	44.26	\$ 0.01779	\$ 1,082.24	35.00	\$ 0.01779	\$ 840.00	30.00	\$ 0.01779	\$ 720.00	6.9%	2.9%	1.6%
66072-00	5	108.37	\$ 0.01796	\$ 2,496.58	44.26	\$ 0.01779	\$ 3,643.12	35.00	\$ 0.01779	\$ 3,158.68	30.00	\$ 0.01779	\$ 2,858.68	4.8%	2.7%	1.5%
75456W-00	4	108.37	\$ 0.01796	\$ 1,647.07	44.26	\$ 0.01779	\$ 2,823.92	35.00	\$ 0.01779	\$ 1,895.26	30.00	\$ 0.01779	\$ 1,826.04	3.8%	1.5%	1.1%
75415-00	4	108.37	\$ 0.01796	\$ 1,749.44	44.26	\$ 0.01779	\$ 2,378.88	35.00	\$ 0.01779	\$ 1,996.66	30.00	\$ 0.01779	\$ 1,927.45	3.6%	1.4%	1.0%
75390-00	4	108.37	\$ 0.01796	\$ 1,966.76	44.26	\$ 0.01779	\$ 2,579.90	35.00	\$ 0.01779	\$ 2,213.70	30.00	\$ 0.01779	\$ 2,130.25	3.1%	1.3%	0.8%

* Discovered this meter is not feeding water to 9 units. All water is going through meter on account # 68359.
 * Combining the two accounts gives the following figures for 18 units:

3558.38

9560.16

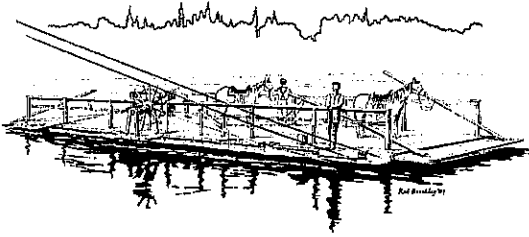
7560.00

6480.00

169%

112%

82%



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Water line replacement for Bonner and Comanche.

This memo is to request that the City Council consider the attached change order from Kelly Excavating for the Subject projects. The total change order request is for \$8,956.

SJB

CHANGE ORDER

No. 1

DATE OF ISSUANCE 3 February 2015

EFFECTIVE DATE 3 February 2015

OWNER: City of Bonners Ferry
 CONTRACTOR: Kelly's Excavating
 Project: 2014 Bonner and Comanche Street Waterline Replacement

You are directed to make the following changes in the Contract Documents:

Qty	Description	Sub-total
	Remove unexpected valves, piping, and services	1,770
	Lost time due to valve failure to close	900
	Unexpected bridge piers in trenchline	450
	90' of service line installation	895
	Extra depth of tie in at Kootenai and fourth street	892
	Extra tie-in time	2,226
	Extra tap for Huseby	483
	Bore for Hanover/Riverside (70' total)	1,340
Total		8,956

CHANGE IN CONTRACT PRICE:	
Original Contract Price	
\$ <u>77,131</u>	
Net Increase (Decrease) from previous Change Orders No. <u> </u> to <u> </u> :	
\$ <u>0</u>	
Contract Price prior to this Change Order:	
\$ <u>77,131</u>	
Net increase (decrease) of this Change Order:	
\$ <u>8,956</u>	
Contract Price with all approved Change Orders:	
\$ <u>86,087</u>	

APPROVED:

By: _____
 OWNER (Authorized Signature)

Date: _____

CHANGE IN CONTRACT TIMES:	
Original Contract Times:	
Substantial Completion: <u>n/a</u>	
Ready for final payment: _____ (days or dates)	
Net change from previous Change Orders No. <u> </u> to No. <u> </u> :	
Substantial Completion: _____	
Ready for final payment: _____ (days)	
Contract Times prior to this Change Order:	
Substantial Completion: _____	
Ready for final payment: _____ (days or dates)	
Net increase (decrease) this Change Order:	
Substantial Completion: <u>0</u>	
Ready for final payment: _____ (days)	
Contract Times with all approved Change Orders:	
Substantial Completion: <u>n/a</u>	
Ready for final payment: _____ (days or dates)	

ACCEPTED:

 CONTRACTOR (Authorized Signature)

Date: _____

Kelly's Excavating Co.
6662 Fry St
BF.

566220

CUSTOMER'S ORDER NO. DEPARTMENT DATE
 NAME City of Bonners Ferry
 ADDRESS
 CITY, STATE, ZIP Rexias Comanche st. Job

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Installed extra		
2	Service		90.00
3	Backhoe 1 hr.		60.00
4	Labor 2 hr		60.00
5	Labor 2 h		60.00
6	5' 2" zoops, poly		250.00
7	2" curb		270.00
8	2" male p adapter		76.00
9	2" female p adapter		74.00
10	2 SS inserts		8.00
11	1 BRICK		5.00
12	Cut out 5 old valves		
13	haul to land fill		
14	4 hrs excavator		460.00
15	4 hrs labor		120.00
16	dumptruck		40.00
RECEIVED BY			

Kelly's Excavating Co.
4662 Fry St.
Bonners Ferry Id 83805

566221

CUSTOMER'S ORDER NO. DEPARTMENT DATE
 NAME City of Bonners Ferry
 ADDRESS
 CITY, STATE, ZIP

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	replace sewer line		
2	for "1 hr" 15' section		
3			
4	15' 4" ADS		59.00
5	2 No hub connectors		12.00
6	1 hr labor		30.00
7	1 hr Backhoe		90.00
8			
9			
10	install new valve on		
11	fast end (supplied by		
12	City		
13	2 hrs labor		60.00
14	st		
15	Total he		
16	Comanche		
17			
18	Total		1770.00
RECEIVED BY			

Kelly's Excavating Co.
 6662 Fry St.
 Bonners Ferry, Id. 83805

566215

①

CUSTOMER'S ORDER NO. DEPARTMENT DATE
 NAME City of Bonners Ferry
 ADDRESS
 CITY, STATE, ZIP

Extras on Bonner st Job

QUANTITY	SOLD BY	CASH	GOOD	CHARGE	ON ACCT	MOSE. RETD.	PAID OUT	PRICE	AMOUNT
1	9/25						27.45		
2									
3									
4									675.00
5									225.00
6	9/26								
7									
8									360.00
9									90.00
10	9/29								
11									
12									63.00
13									450.00
14									150.00
15									32.00
16									200.00
17	9/30								
18									

RECEIVED BY

FORM 100-11

KEEP THIS SLIP FOR REFERENCE

566216

②

CUSTOMER'S ORDER NO. DEPARTMENT DATE
 NAME City of Bonners Ferry
 ADDRESS
 CITY, STATE, ZIP

Banner - 56

QUANTITY	SOLD BY	CASH	GOOD	CHARGE	ON ACCT	MOSE. RETD.	PAID OUT	PRICE	AMOUNT
1									
2									480.00
3									120.00
4									60.00
5									32.00
6									200.00
7	10/30								
8									
9									360.00
10									165.00
11									165.00
12									165.00
13									165.00
14									27.00
15									198.00
16									455.00
17									173.00
18									88.00

RECEIVED BY

FORM 100-11

KEEP THIS SLIP FOR REFERENCE

Thrust Block

566218

(3)

CUSTOMER'S ORDER NO. DEPARTMENT DATE

NAME City of Bonners Ferry

ADDRESS Bonner St

CITY, STATE, ZIP

QUANTITY	DESCRIPTION	PRICE	AMOUNT	PAID OUT
1	10/7 EXTRA TIRE in			
2	(Hussey Boots Leather shop)			
3	1 6 1/2 saddle	73 00	73 00	1103
4	1 1" corp valve	73 00	73 00	
5	1 1" curb stop	69 00	69 00	
6	1 valve box	54 00	54 00	
7	6' 1" Poly	4 00	4 00	
8	2 1 x 8" Brass nipple	14 00	14 00	
9	1 female PJ Brass Adapter	34 00	34 00	
10	1 male PJ Brass Adapter	36 00	36 00	
11	2 SS inserts	4 00	4 00	
12	1 hr Backhoe	90 00	90 00	
13	1 hr Labor	30 00	30 00	
14				
15	10/9 Extra bore across street			
16	for Services			
17	1 30'		420 00	
18	1 40'		560 00	
RECEIVED BY				

566219

(4)

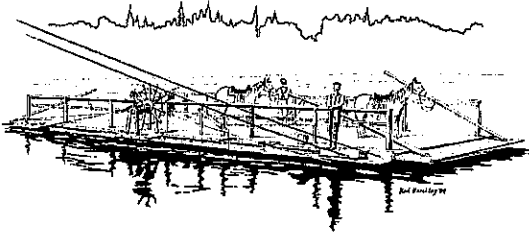
CUSTOMER'S ORDER NO. DEPARTMENT DATE

NAME City of Bonners Ferry

ADDRESS

CITY, STATE, ZIP

QUANTITY	DESCRIPTION	PRICE	AMOUNT	PAID OUT
1	10/9 4 hrs Backhoe		360 00	360 00
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
RECEIVED BY				



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Fire Station 2.

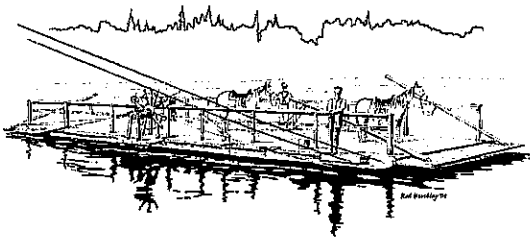
During the construction of Fire Station 2, several issues have come up and BF Builders has several additional work items they are recommending that the City consider.

1. There was a mix-up on the trusses and they were constructed for 5/12 pitch and the existing building is a 4/12 pitch. Bonners Ferry Truss Company and BF Builders have addressed this issue at no cost to the City and should be commended for this.
2. The used metal that the City had acquired is designed for siding. BF Builders has advised that this material will likely leak over time due to overlap detail. They will provide new new 29 gauge roofing metal to match existing ,screws, ridge cap for \$1,500
3. The trim around new door on the existing building is currently wood and not painted. To replace this with a metal wrap is \$440.
4. Trim the (2) overhead doorways on the addition with metal would be \$530.
5. The metal we furnished did not include trim pieces or screws. Material only is \$325.
6. The fascia and soffit, which is not called out on plans, will be constructed to match the existing. However, painting the fascia and soffit was not included in the bid. BF Builders will paint all of the paint all unfinished wood for \$600.00

Of these options we would recommend that the council strongly consider Numbers 2 and 5 at a cost of \$1,825. If we do not select Options 3, 4, and 6 (\$1,570) we will need to ensure that the exposed wood is primed and painted this summer.

BF Builders did provide a price to replace the metal on the existing building with the newer used metal for \$2,400. We would not recommend this expenditure at this time.

SJB



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: ITD Comment Letter.

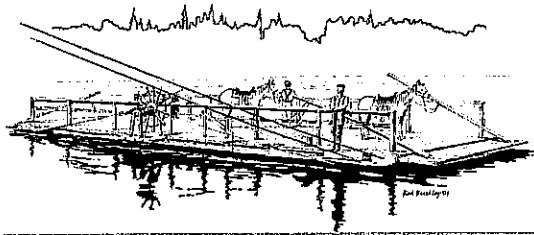
ITD has worked hard to solicit local input into the Highway 95 improvement project. At this time they have a good initial proposal that is out for public comment. It is also a good time for the City to officially comment on this plan. Attached is very preliminary "straw-horse" comment letter.

We would encourage the council use this opportunity to provide constructive comments to ITD.

There are a couple of issues that have been raised and are not included in the draft comment letter. They are as follows:

- ITD's proposal to the closing of Denver Street on the east side of the highway and rerouting that traffic to Lincoln Street.
- Another issue that ITD will need to address shortly is the size and number of business accesses to ITD.

SJB



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

February 11, 2015

Mr. Benjamin Ward, Project Manager
Idaho Transportation Department
600 W. Prairie
Coeur d'Alene, ID 83815-8764

Subject: Highway 95 Project

Dear Mr. Ward:

This letter is to provide several formal comments by the City of Bonners Ferry.

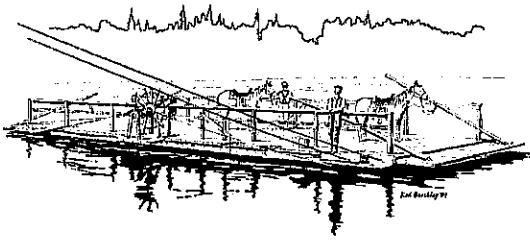
First, we would like to thank ITD for your open and collaborative process. We greatly appreciate the efforts you have taken to involve the community in this project.

Comments:

1. We would like to commend you on your Option 2 and feel that this is a good balanced fit for the needs of our local community and for the larger regional transportation needs.
2. We would recommend that any alley closure be very carefully reviewed for the needs of the adjacent landowners. Several of these alleys are the only access onto the highway.
3. We would encourage you to review the radius of Denver Street and Alderson Lane intersections which both experience significant truck traffic.
4. We would encourage you to consider a right turn bays on the west side of the highway at Denver, Lincoln, Cody, and the east side of the highway at Lincoln, El Paso, and Madison.
5. Finally we would like ITD to consider the appropriate pedestrian and highway lighting. The lighting we have had very good success with is the concrete poles and Cooper fixtures used in downtown Bonners Ferry.
- 6.
- 7.

Sincerely,

David Anderson, Mayor



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Lifeguard Job Descriptions

When going out to hire I was unable to find existing job descriptions for the lifeguards and head lifeguard. Attached are proposed job descriptions for your review and approval.

STB

LIFEGUARD

GENERAL STATEMENT OF DUTIES:

Maintains safe swimming conditions in the pool, on the deck, and surrounding areas. Creates a safe and positive atmosphere that promotes public safety and engagement.

DISTINGUISHING CHARACTERISTICS OF CLASS:

The incumbent of this class is responsible for safety and education of the public users of the City's municipal swimming pool. Incumbent receives general instruction from the Head Lifeguard.

EXAMPLES OF DUTIES:

Maintains staff and patron safety, order, and discipline at the assigned aquatics facility. Performs emergency water-rescue techniques to assist persons in distress, applies CPR, and administers standard first aid when necessary. Assists in the implementation of aquatics programs and special events. Explains and interprets operational and programmatic rules and regulations to pool patrons; enforces or refers enforcement to proper authorities. Ensures general safety, cleanliness, and appearance of pool areas, restrooms, and showers when able to do so without distraction from lifeguarding responsibilities. Performs related work as required.

- Maintains constant surveillance of the pool and the pool areas.
- Maintains current knowledge of all emergency procedures within pool and pool area.
- Responds to emergency situations immediately in accordance with City policies and procedures; provides timely and accurate reports and follow-ups.
- Knows, understands, and consistently applies health and safety rules, policies, guidelines for the pool and pool area.
- Conveys information on programs and schedules.
- Maintains accurate records required by the City and state agencies.
- Performs equipment checks and ensures availability of required equipment.

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Knowledge of approved water-rescue and accident-prevention techniques, emergency procedures, simulation drills, water-safety policies, first aid, and CPR. Knowledge of water-safety practices and procedures. Some knowledge of operational safety and maintenance requirements for aquatics facilities.

Ability to react efficiently and effectively in emergency rescue situations.

Ability to perform assigned tasks requiring physical strength and agility.

Ability to react efficiently and tactfully with the public and to be capable of enforcing regulations firmly and impartially.

Ability to serve the public and fellow employees with honesty and integrity.

Ability to establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials, and members of diverse cultural and linguistic

backgrounds regardless of race, religion, age, sex, disability, political affiliation or sexual orientation.

Skilled in pool water rescue, accident prevention techniques, water-safety procedures, standard first aid, and CPR.

PHYSICAL REQUIREMENTS:

Ability to swim and perform in-water rescue. Ability to react to emergency situations by quick movements, strenuous activity, and on occasion assist or lift persons in distress of varying weights. Required to remain alert to dangerous situations while sitting, standing, or walking for various lengths of time. Ability to communicate verbally across distances in a noisy environment.

ACCEPTABLE EDUCATION AND EXPERIENCE:

Must be 16 and have completed 9th grade

SPECIAL REQUIREMENTS:

American Red Cross Life Guard certification, First Aid and CPR certifications.

HEAD LIFEGUARD

GENERAL STATEMENT OF DUTIES:

Is responsible for overseeing and coordinating the City swimming pool, swimming lessons, pool staff, and other pool programs. Maintains safe swimming conditions in the pool, on the deck, and surrounding areas. Creates a safe and positive atmosphere that promotes public safety and engagement.

DISTINGUISHING CHARACTERISTICS OF CLASS:

The incumbent of this class is responsible for the daily operations, safety, and scheduling of the City Pool. Incumbent receives general instruction from the City Administrator. Incumbent of this class is responsible for all of the duties of a lifeguard plus the general oversight of the pool operations.

EXAMPLES OF DUTIES:

Is responsible for direct supervision of all lifeguards. Is responsible for scheduling pool activities and lessons. Maintains staff and patron safety, order, and discipline at the assigned aquatics facility.

- Scheduling the swimming lessons for the season
- Scheduling the lesson times, open swim time, lap swim time, and special activities
- Setting the work schedules for the lifeguards
- Scheduling ongoing training and recertifications for the lifeguards
- Documenting and reporting any problems or abnormal events
- Coordinating with the City's water department on any pool or water problems
-

REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:

Knowledge of approved water-rescue and accident-prevention techniques, emergency procedures, simulation drills, water-safety policies, first aid, and CPR. Knowledge of water-safety practices and procedures. Some knowledge of operational safety and maintenance requirements for aquatics facilities.

Ability to react efficiently and effectively in emergency rescue situations.

Ability to perform assigned tasks requiring physical strength and agility.

Ability to react efficiently and tactfully with the public and to be capable of enforcing regulations firmly and impartially.

Ability to serve the public and fellow employees with honesty and integrity.

Ability to establish and maintain effective working relationships with the general public, co-workers, elected and appointed officials, and members of diverse cultural and linguistic backgrounds regardless of race, religion, age, sex, disability, political affiliation or sexual orientation.

Skilled in pool water rescue, accident prevention techniques, water-safety procedures, standard first aid, and CPR.

PHYSICAL REQUIREMENTS:

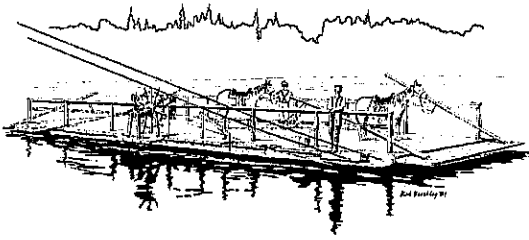
Ability to swim and perform in-water rescue. Ability to react to emergency situations by quick movements, strenuous activity, and on occasion assist or lift persons in distress of varying weights. Required to remain alert to dangerous situations while sitting, standing, or walking for various lengths of time. Ability to communicate verbally across distances in a noisy environment.

ACCEPTABLE EDUCATION AND EXPERIENCE:

Must be 18 and have graduated from high school or equivalent.

SPECIAL REQUIREMENTS:

American Red Cross Life Guard certification, First Aid and CPR certifications.



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Pick-up Purchase.

This past week we went to pick-up the three pick-up that had been authorized. Unfortunately two of them were dually and not single rear wheel as specified. After consideration we did take one of the duallys and Dave Smith Motors will provide the desired work truck for \$28,885 or \$485 over the original bid.

With this offer they would keep and remove the box as we are looking for a cab-and-chassis to equip with a service body.

Therefore we would request that the council consider approval of this change.

STB

2015 SILVERADO 3500 SRW 4WD REG WT GENERAL MOTORS LLC
 GAZ SUMMIT WHITE /V8G
 H2R JET BLACK / DARK ASH RENAISSANCE CENTER
 ORDER NO. RZSHRG/TRE STOCK NO. DETROIT MI 48243-1114
 VIN 1GC OKYE G9 FZ507529 VEHICLE INVOICE 10D31259376

*****6886*****13*19078S

MODEL & FACTORY OPTIONS	MSRP	INV AMT	RETAIL - STOCK
CK35903 SILVERADO 3500 SRW 4WD RE	36220.00	34046.80	INVOICE 10/17/14
AVF **UNIT BUILT AFTER AUG 14,2014	0.00	0.00	SHIPPED 10/17/14
AY0 HEAD CURTAIN AND SEAT-MOUNTED	395.00	347.60	EXP I/T 11/02/14
SIDE IMPACT AIR BAGS FOR THE			INT COM 11/03/14
DRIVER AND RIGHT FRONT			PRC EFF 10/17/14
PASSENGER			KEYS XXXXX XXXXX
C7A 10,000 LB GVW RATING	N/C	N/C	WFP-S MTH OPT-2
L96 VORTEC 6.0L V8 SFI GAS ENGINE	N/C	N/C	BANK: BANK OF AME
MYD 6-SPEED AUTOMATIC TRANSMISSION	N/C	N/C	CHG-TO 19-078
NE1 50-STATE EMISSIONS	N/C	N/C	
UJM TIRE PRESSURE MONITOR SYSTEM	N/C	N/C	SHIP WT: 6191
(EXCL SPARE TIRE)			HP: 51.2
VYU SNOW PLOW PREP PACKAGE:	450.00	396.00	GVWR: 10000
* ALTERNATOR, 220 AMP			GAWR.FT: 5600
* PROVISIONS-ROOF MOUNTED LAMP			GAWR.RR: 6700
* UNDERBODY SHIELDS			EMPLOY: 34793.78
			SUPPLR: 36185.40
			NTR: 1
			EMPINC: 2092.22
			SUPINC: 700.61

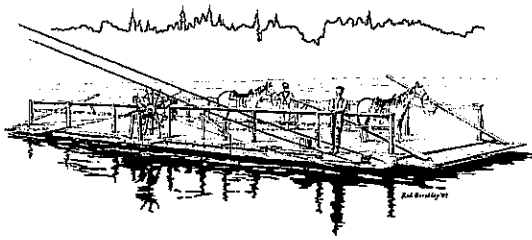
28,885.5

TOTAL MODEL & OPTIONS	37065.00	34798.40	ACT 237 34873.45
DESTINATION CHARGE	1195.00	1195.00	H/B 261 1111.95

TOTAL	38260.00	35985.40	PAY 310 35985.40
MEMO: TOTAL LESS HOLDBACK AND			
APPROX WHOLESALE FINANCE CREDIT		34330.15	

 INVOICE DOES NOT REFLECT DEALER'S ULTIMATE COST BECAUSE OF MANUFACTURER
 REBATES, ALLOWANCES, INCENTIVES, HOLDBACK, FINANCE CREDIT AND RETURN TO
 DEALER OF ADVERTISING MONIES, ALL OF WHICH MAY APPLY TO VEHICLE.

CASCADE AUTO CENTER



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 12 February 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Powerplant Operator.

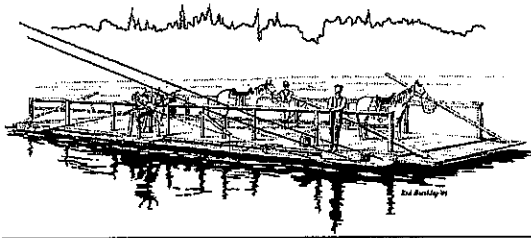
As the council is aware we have had one of our two operators out for medical reasons for about two months. In looking at the operators position there are really two components to this position. The first is the ability to understand the generation process and use good judgment in responding to alarms, issues, what machines to operate, and when to do the regulatory and seasonal actions. The second is to be able to take emergency action and conduct emergency repairs to the facilities. The first part of the operator job can be done by an operator on "light-duty". The second portion cannot be done without the ability to do physical labor and climb ladders. For the past several months the City Electrician has filled in the gaps. However, due to his workload this is not a sustainable long term.

This memo is to provide several options for the council to consider:

1. Advertise and hire a temporary operator for 2-4 months. This would not only be temporary but would likely be part time. This option is only viable if we can find an individual who has adequate background so that the training will be minimal, is willing to take a temporary part-time job. We are aware of one individual in the county who may have an interest and fit these qualifications.
2. Hire another full time operator. The risk of this is that we would be overstaffed with three full time operators. If we choose this option there are a number of existing City employees would likely have an interest in this position.
3. Hire an employee that would have the "other duties as assigned" job description, with back-up operator one of the duties. The other duties that could be included would depend on the person chosen, but would likely include some of our regulatory filings, building oversight, and assisting the city electrician.

Please note, for discussions on the status of the operator and the long term outlook we will need to discuss those items in executive session for the privacy of the employee.

SJB



MEMO

OFFICE OF THE CITY ATTORNEY

TO: Bonners Ferry City Council
FROM: Andrakay Pluid, City Attorney
DATE: February 12, 2015
RE: Travel Policy

The City's current travel policy is lacking in definition and scope which has led to some issues over the past year in terms of what is a reimbursable expense, etcetera. Further, most of the City's "normal practices" in regards to travel are not actually written down, thus making them basically unenforceable norms and not a policy that can be followed and enforced. In response to some of those issues I have begun drafting a travel policy.

Some of the specific areas that require Council discussion are:

- **Travel Authorization:** who should authorize travel—the department head who is overseeing the employee requesting travel or the Council? What about for employees who do not have a "department head" over them, i.e. the department heads themselves, City Administrator, City Attorney, City Clerk.
- **Overtime pay for traveling:** the discussion was raised that, legally, when a group of employees attend a training and travel by car, the driver of the vehicle is the one who potentially accumulates overtime for the driving time. The other passengers in the vehicle are not legally entitled to overtime unless they are performing actual work while riding. The Council may decide that the City is going to go above the federal labor requirements and pay everyone in the vehicle overtime, but is also not required to do so.
- **Per diem for meals:** Currently the City does not have a maximum amount that can be spent by employees for meals while at trainings. My recommendation would be for the City to set a per diem amount for overnight stays (\$45.00 seems to be the area standard) and a separate amount for day trainings (maybe \$15?). The employee could allocate the amounts in whatever way they choose and any remaining money would come back to the City. The employee would still be required to submit itemized receipts upon return from the trip, as required by the City's auditors. In addition, submitting receipts is just good practice when public dollars are at issue and restrictions are placed on what the employee can purchase with City money. Some additional language would also be placed in the policy to allow for fluctuations in the amount in the event the employee is going to training in a location where the prices are higher and the set amounts may not be adequate.

CITY OF BONNERS FERRY TRAINING, CONFERENCE, & TRAVEL POLICY

A. PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines under which City of Bonners Ferry employees, public officials, and appointees will be reimbursed for authorized travel expenses incurred in the conduct of business for the City of Bonners Ferry, hereinafter referred to as "City."

This policy shall apply to employees of the City, elected officials, boards, commissions, and others who are engaged in authorized travel and who expend City funds for travel purposes.

While this policy does not cover every possible situation, it establishes guidelines for employees and officials to make appropriate judgments regarding the expenditure of City funds for reimbursable expenses.

B. TRAINING AND CONFERENCE REGISTRATION FEES

Request for payment of registration fees shall be accompanied by registration form and receipt if paid by the employee. When practical, registration fees should be paid in advance by the City.

C. TRAVEL AUTHORIZATION

All in or out of state travel that extends beyond one day shall be approved by the employee's department head or City Council. The request must be submitted in a reasonable amount of time for approval.

D. TRANSPORTATION: COMMON CARRIER

All trips requiring the use of a common carrier must be pre-approved by the appropriate authority.

The mode of travel must be justified on the basis of the most economical use of time of the personnel involved, cost of optional travel modes, and requirements of the trip.

All common carrier reservations must be consistent with reasonable travel planning, common carrier will be booked at the lowest available fare.

Travel reservations should be made as far in advance as possible to attain the lowest fares. Reservations should be made directly with the carrier, or if made through a booking service (Expedia, Travelocity, etc.), shall be refundable. When possible, reservations should be made by the Clerk's office to allow for direct billing; department head may also make reservations as appropriate.

For air travel, the City will reimburse the cost of one checked bag only. A receipt is required for reimbursement.

E. TRANSPORTATION: PASSENGER VEHICLES

1. City-Owned Vehicles

City-owned vehicles should be utilized for travel when such use is the most practical and economical mode of transportation, including the cost of fuel and parking.

2. Privately-Owned Vehicles

Reimbursement of private vehicle expenses shall be at the Standard Mileage Rate as set by the federal government for actual and necessary miles traveled. Mileage begins at the employee's normal place of work such as City Hall or the City Yard and shall be calculated to the destination.

When considering approval for use of personal vehicles for travel, the approving authority shall take into consideration the cost of alternative modes of travel and the cost of meals and lodging for the additional travel days. Mileage reimbursement shall not exceed the cost of airfare plus travel to/from the airport.

When two or more employees travel in a privately owned vehicle, only one mileage reimbursement is allowed.

When a private vehicle is used for transportation to and from airport, City will pay for or reimburse the cost of parking at the airport for the amount of time the employee is attending the conference/training. Any additional days spent in airport parking outside of conference attendance shall be paid by employee.

F. LODGING

1. General

City travelers are expected to seek accommodations that are comfortable, convenient, and meet business and personal needs and offer good value. Employees are expected to compare local lodging rates in the area prior to reserving lodging, if practicable.

2. Accommodation

Lodging accommodations for reasonably priced single occupancy rooms are reimbursable when the traveler is away from home overnight due to travel.

Accommodations shared with family members or others not on official City business are reimbursable at the single occupancy rate only.

The employee is urged to reserve hotel accommodations that offer the best value to the City, including offered government rates. When possible, reservations should be made by the Clerk's office to allow for direct billing; department head may also make reservations as appropriate.

G. MEAL ALLOWANCES

The City will pay for or reimburse an employee/official for the necessary and reasonable cost of meals incurred during travel. There will be no reimbursement for meals that are provided by the conference/training or through the cost of accommodations (continental breakfasts), unless special circumstances apply and are approved by the department head or approval authority.

The City allows a set daily per diem rate of \$45.00 for overnight trips and \$15.00 for one-day trainings.

Original itemized receipts must be provided to the Clerk upon return in order to be reimbursed. Gratuities may not exceed 15% and count towards the per diem rate.

Increases in per diem amount may be considered by the department head when required based on the location of the employee's training to account for higher costs of meals.

H. USE OF CITY CREDIT CARDS

Employees issued a city credit card should typically use it to pay for expenses associated with approved travel including meals, lodging, and related transportation expenses. Upon return from travel, itemized receipts must be provided.

Failure to provide itemized receipts within a reasonable time upon return from travel may result in employee being required to reimburse City for non-verifiable expenses. Non-reimbursable expenses are not to be charged to the City credit card.

I. NON-REIMBURSABLE EXPENSES

The following are non-reimbursable expenses and are not to be charged to City credit cards:

- Laundry
- Personal entertainment
- Personal phone calls
- Traffic and parking tickets
- Overweight baggage fees
- Theft, loss, or damage of personal effects
- Personal care items
- Alcohol

J. PEACE OFFICER STANDARDS TRAINING (POST) TRAVEL

The City will pay for the cost of travel to attend POST training in Boise to include roundtrip travel to the training facility at the beginning of the course and home at the completion of the course, as well as one additional roundtrip home. Additional trips home will be the responsibility of the employee.

Should an employee attend POST training at the POST North Idaho College (NIC) Police Academy Training Facility in Post Falls, if feasible the city may provide a City-owned vehicle to be issued to the employee for commuting between the city limits and facility on weekends. Mileage allowances for weekend trips between city limits and facility in a private vehicle shall be at the discretion of the Chief of Police.

K. PERSONAL TRAVEL IN CONJUNCTION WITH CITY BUSINESS

An employee may combine personal travel with city business travel with pre-approval from department head or appropriate approval authority. The City is responsible ONLY for the official business portion of the trip. No personal expenses during personal travel portions of a trip ^{will} be reimbursed. Employee must obtain a quote showing the cost of the most economical and direct travel method/route to and from the approved business destination for the dates of official business. This quote will be used for reimbursement purposes. Employee will be required to cover the cost in excess of the most economical and direct travel method.

L. WAGES AND OVERTIME

1. Travel Time

An employee will be compensated for work time while traveling which corresponds with the employee's regularly scheduled shift, not including meal times.

An employee who acts as the "driver" to and from training shall be compensated for driving time as normal work time. An employee shall NOT be compensated in situations where all three of the following criteria are met: the employee is a passenger on an airplane, train, boat, or automobile; the travel is during non-shift hours; AND no work is performed during the travel. If travel is during regular shift hours the employee shall be compensated as normal work time.

2. Training Time

As a general rule, premium pay for overtime, night, holiday, or Sunday work will not be paid during training.

Attendance at lectures, meetings, training, and conferences shall not be compensated as working time if the following criteria are met: it is outside

normal working hours; it is voluntary; not job related; and no other work is performed.

Time spent by employee in outside study while at trainings is not compensable if the studying is not required by the employer (i.e. employees voluntarily do extra work at home on their own to bolster their ability). However, when completion of homework is a requirement of a compensable training class, time spent completing assignments for such training is compensable per FLSA standards.



Department of Energy

Bonneville Power Administration
P.O. Box 3621
Portland, OR 97208-3621

ENVIRONMENT, FISH & WILDLIFE

February 3, 2015

In reply refer to: KEC-4

To: Parties interested in the Kootenai River Habitat Restoration at Bonners Ferry

The Bonneville Power Administration (BPA) is proposing to fund the Kootenai Tribe of Idaho to implement restoration activities in the Kootenai River near the town of Bonners Ferry in Boundary County, Idaho. BPA has prepared a draft environmental assessment (EA) for the proposed project that further describes the project, why it is needed, discusses the environmental impacts the project would create and lists the mitigation measures that would lessen or eliminate those impacts. This letter requests your comments on the draft EA, provides information about an upcoming public meeting, and outlines the next steps for the project.

The project would involve installing structures on the river banks and excavating areas in the river to create deeper pools of water, as well as developing and enhancing islands to be planted with native riparian vegetation. The project would improve Kootenai River habitat to benefit Kootenai White Sturgeon that are listed as endangered under the federal Endangered Species Act and other native fish. This project would complement other restoration activities on the Kootenai River and would help mitigate for effects caused by Libby Dam located upstream in Montana.

Public Meetings

We have scheduled an informal, open-house meeting to answer questions and accept comments on the project and the draft EA. For Americans with Disabilities Act accommodations, please call toll free 800-622-4519

Wednesday February 18, 2015

5 p.m. to 7 p.m.

Boundary County Extension Office

6447 Kootenai Street

Bonners Ferry, Idaho 83805

How to Comment

Please send comments you have on the EA by **March 5, 2015**. All comments will be posted in their entirety on the project website. There are several ways that you can comment:

Mail:	Bonneville Power Administration Public Affairs – DKE-7 P.O. Box 14428 Portland, OR 97291-4428	Toll-free:	800-622-4519
		FAX:	503-230-4019
		E-mail:	www.bpa.gov/comment

Schedule

The proposed schedule for the EA process is as follows:

Final EA	April 2015
Finding of No Significant Impact (if warranted)	May 2015
If decision to build, construction start	Summer 2015

Next Steps

We will consider all comments submitted during the comment period and provide responses to substantive comments in the final EA. If BPA decides to implement the proposed project, the final EA and a finding of no significant impact would likely be available in May 2015.

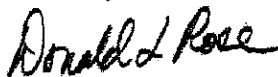
For More Information

The draft EA is available for your review and comment at www.bpa.gov/goto/BonniersFerry, or if you requested a copy of the document, it is enclosed. A hard copy of the draft EA can also be found at the Boundary County Library, 6370 Kootenai Street in Bonners Ferry.

If you would like a hard copy (about 90 pages), please call our toll-free document request line at 800-622-4520. Please leave a message with the project name, your name and complete mailing address. If you have questions regarding the environmental review process, please contact me at 503-230-3796 or dlrose@bpa.gov, or Ted Gresh, Contract Environmental Protection Specialist, CRGT, Inc., at egresh@bpa.gov or 503-230-5756. You can also reach us toll free at 800-622-4519.

Thank you for your interest in our work.

Sincerely,



Donald L. Rose
Supervisory Environmental Protection Specialist

Enclosures (if requested):

Draft EA
Comment Form
Return Envelope

Available Parameters

Available Period

- All 2 Available Parameters for this site
- 00060 Discharge
- 00065 Gage height

2007-10-01 2015-02-09
2007-10-01 2015-02-09

Output format

- Graph
- Graph w/ stats
- Graph w/o stats
- Graph w/ (up to 3) parms
- Table
- Tab-separated

Days (7) **Summary of all available data for this site**

GO

Instantaneous-data availability statement

-- or --

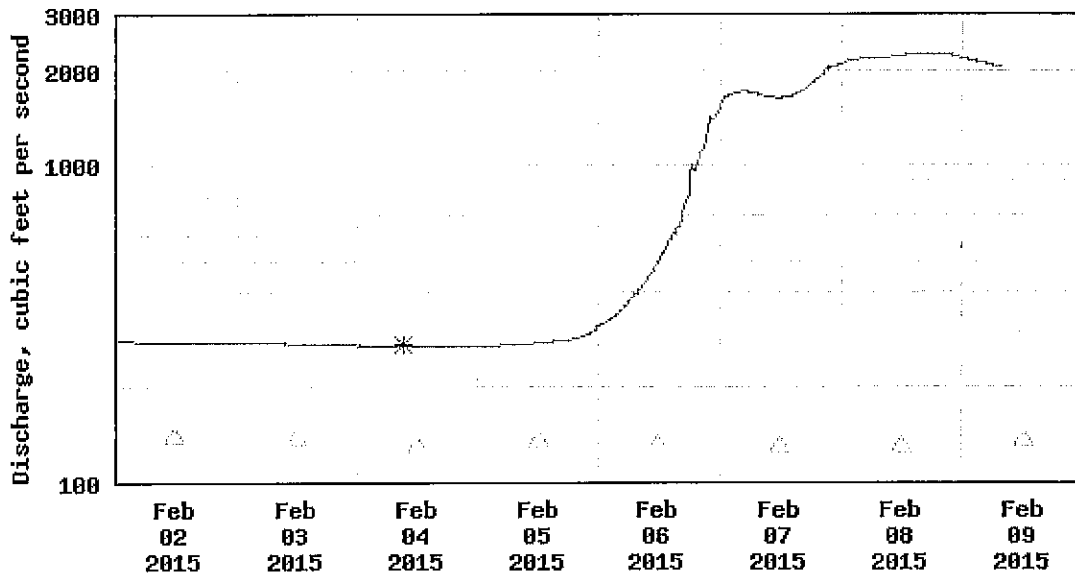
Begin date

2015-02-02 **Discharge, cubic feet per second**

End date Most recent instantaneous value: 2,050 02-09-2015 07:45

2015-02-09 **PST**

USGS 12306500 MOYIE RIVER AT EASTPORT ID



---- Provisional Data Subject to Revision ----

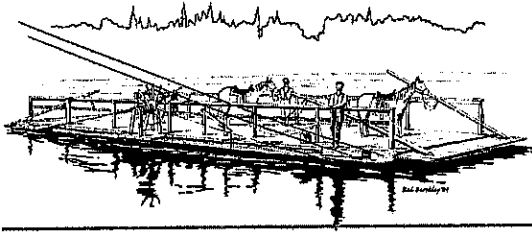
△ Median daily statistic (85 years) * Measured discharge
— Discharge

Add up to 2 more sites and replot for "Discharge, cubic feet per second"

?

Add site numbers

Note



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

MEMO

Date: 2/5/2015
To: Stephen Boorman, and Kris Larson
From: Adrian Dice, Superintendent of Water and Sewer
Re: City Hall sewer backup

This memo is to report on the situation regarding the sewer backup at City Hall on Feb. 3, 2015. The backup was discovered the evening of the 3rd, so the morning of the 4th, we took the Vactor truck down and tried to flush the line out. The hose was too large, designed for cleaning mains, not laterals, so the head felt like it was getting stuck. We had to call in KG&T. They spent a couple hours flushing highly compacted solids from the pipeline. We then cleaned up, hosed and chlorinated the affected area in the basement. It became apparent that this situation had started prior to the 3rd, and had flooded about 20% of the floor area in the basement. We removed all soiled materials and took it to the dump, other than boxes of documents that the city is required to retain. It appears that flooding would occur during the day, then slowly percolate out during the night. It has been brought to my attention that this has been a regular occurrence, apparently due to the simple fact that there is no slope in the pipe out to the sewer main. Within the last 12 months we have spent in excess of \$500.00 to have KG&T clear that pipeline after backup events. I believe this is a foreseeable, and therefore preventable event. The smooth operation of City Hall is essential to the basic functions of the city. A backup disrupts that, creates a risk to health and property, and is an unnecessary expense. Known problems can be avoided.

My plan is to move to a proactive program of putting absorbent socks around the basement drain, then adding a visual check once a week to our chores list. That way we would have an early warning if a backup occurs again. We will also add flushing of the line from within the building to our schedule on a quarterly basis to prevent solids from packing up in the pipeline. Barring unusual circumstances, this is a situation that should never happen again. Thank you for your patience and understanding on this matter. Likewise, if there are other trouble issues like this around the city that you are aware of, please let me know.

Adrian Dice

Kris Larson

From: Nancy Mabile <nmabile@gmail.com>
Sent: Friday, February 13, 2015 11:44 AM
To: Kris Larson
Cc: Stephen Boorman
Subject: For Mayor and Council
Attachments: bonners ferry - addendum invite.pdf

Mayor and Council,

Congratulations on making the cut and moving to the next stage of the CDBG application process! Attached for your review is a copy of the letter from the Idaho Department of Commerce inviting the City to submit an Addendum.

Stephen, Kris, and Necia and Steve from Welch-Comer met February 10th to go over the items that are needed in the Addendum. Note that the items listed on the Addendum checklist are sent to everyone in the State that made it past the first round.

The Addendum process does not require a public hearing or approval. However, it is my plan to have the Addendum in final draft around February 23 so each of you has a chance to review it. I will prepare a cover letter for Mayor Anderson's signature, and also another letter for verification of the matching funds. The Addendum must be postmarked to the Idaho Department of Commerce by March 6, 2015.

Staff at the Idaho Department of Commerce will review and score the Addendum. The Economic Advisory Council (EAC) will meet in April, and determine what applications will be recommended for funding to Governor Otter. The release will come out of the Governor's office. Once the information is released, the Idaho Department of Commerce telephone City Hall. I would expect this to occur in late-April or early-May. It really depends on the availability of the Governor after the EAC has made their recommendation.

Please don't hesitate to contact me if there should be any questions.

Best Regards,
Nancy

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Nancy Mabile
Planning Consultant
dba The Mabile Group
PO Box 3580
Post Falls, ID 83877-3580
208-699-6230

Providing services in strategic planning, project development and project management



C.L. "Butch" Otter, Governor
Jeffery Sayer, Director

February 2, 2015

The Honorable David K. Anderson
Mayor, City of Bonners Ferry
PO Box 149
Bonners Ferry, ID 83805

Re: Idaho Community Development Block Grant (ICDBG) Application – Water Tank Project.

Dear Mayor Anderson:

The Economic Advisory Council (EAC) has approved the advancement of your application to the addendum stage which requires that you submit a written and electronic addendum to your application by March 6, 2015.

Submittal instructions are identified in the ICDBG Application Handbook, Chapter 4, page 1 and the enclosed sheet, "Addendum Checklist." Ensure you provide the updated information and documentation as per the Addendum Checklist.

In addition to the information described in the enclosed Addendum Checklist, you will need to address the following items in your addendum:

- The City did not provide procurement documentation for design professional or grant administration. The application indicates ICDBG will not be paying for these services, but the City could improve their application's score if this information validates that the City has procured these services in accordance with state requirements.

Invitation to submit an addendum does not guarantee that your application will receive ICDBG funding. Please contact Tony Tenne, Community Development Specialist, at (208) 780-5147 with any addendum preparation questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis J. Porter", written over a horizontal line.

Dennis J. Porter
Manager, Community Development

Enclosure

cc: Steve Meyer, EAC
Nancy Mabile, dba The Mabile Group

Addendum Checklist
Information and Documentation that is required
to be submitted with the Addendum

✓ if completed.

- Answer the questions and/or provide documentation to the items addressed on the cover letter.
- Identify in writing any changes to the project's scope of work from the original application.
- Updated: **All pages must be submitted regardless if the information has changed or not.**
 - Application Information Page.
 - Budget Page.
 - EAC Briefing Page.
 - Detailed Cost Analysis Page. Justify contingency percentages above 10%.
 - Design Professional Cost Estimate. Cost Estimate should be within four weeks of the addendum due date.
 - Project Schedule Page. Re-examine the project schedule to ensure all actions, permits, winter shutdown, acquisition and reviews have been determined and scheduled.
- Community Profile Data. Go to:
http://factfinder2.census.gov/faces/nav/jsf/pages/community_facts.xhtml
enter applicable city or county – select “Go” – then select 2010 Census General Population and Housing Characteristics....” Include the four pages in the addendum.
- Provide written evidence of the community's ability to secure the local and other match committed to the project. This must be a letter or contract from the entity providing the match. If the community has passed a bond, provide a commitment letter from the purchasing entity which stipulates the date of purchase and purchase amount.
Note: Without this documentation, match will not be counted for project ranking.
- Provide documentation of clear title and the value of any property that has been purchased.
- Provide pro forma or underwriting assessment by the lending or independent agency on how:
 - Rates were determined for a sewer and water system project. Clearly state whether or not the new rates have already been adopted. If they have not been adopted, include a timeline for implementing them. Show the difference in the rate with ICDBG funding and without ICDBG funding. – OR –
 - Loan amounts were determined for a fire station or infrastructure to housing projects.
- Provide documentation that a Fair Housing Resolution has been adopted before the addendum deadline of March 6, 2015.
- Has the city or county completed a Limited English Proficiency (LEP) Four Factor Analysis? If yes, submit a copy of the four factor analysis and if it was determined after the analysis a copy of the city or county's Language Access Plan.
- Submit city or county's most current audited financial statements. Can be sent either electronically or hard copy. Both formats not required.