

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

Bonnors 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
Bonnors Ferry City Hall
7232 Main Street
267-3105
January 6, 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 December 16, 2014 Council Meeting Minutes

OLD BUSINESS

NEW BUSINESS

5. City – Discuss Computer Issues and Authorize Updates (attachment)
6. City – Authorize Hire of Darrell Moore as Janitor
7. City – Authorize Hire of City Mechanic
8. City – Reading of Ordinance Repealing Sections in City Code Title 5, Chapter 2 (attachment)
9. City – Adopt Ordinance #546 Repealing Sections in City Code Title 5, Chapter 2
10. Fire – Discuss Fire Station 2 Remodel
11. City – Approve Travel Request for City Attorney to Attend Prosecuting Attorney's Association Winter Conference in Boise (attachment)

12. Electric – Authorize Mayor to Sign Amendment No. 1 to the Use of Facilities Agreement, Contract No. 09TX-13817 between Bonners Ferry and Bonneville Power Administration (attachment)
13. City – Discuss SPOT Bus Funding
14. Golf – Approve Reappointment of Steve Nelson and Louise Carter to the Golf Committee with Terms Expiring December 31, 2016
15. City – Discuss Agenda Items for the City/County Meeting on January 21, 2015

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

16. City – Fee Increase Hearing on January 20, 2015 (attachment)
17. City – Joint City/County Meeting on January 21, 2015 at Moyie City Hall at 6:00 p.m.



Will work with Steve Neumeyer to complete
 Hardware not inventoried/refreshed/managed
 Create an IT asset management database
Configuration and programming labor only
 Naming convention not adhered to
 Modify User and Device accounts to conform
Configuration and programming labor only
 Limited Active Directory Configuration
 Create appropriate divisions and apply management policies
Configuration and programming labor only

Communications

PBX is unsupported/in disrepair
 Replacement with new system
Frontier services should be changed / overpaying
 Migration to new system that can be configured with PRI or SIP services
No ISP redundancy
 Add second ISP and managed router service for high availability
All three issues addressed with HaaS: Managed Router, Avaya IP Office PBX, and secondary ISP. Estimated cost equal to current monthly expenditure for telephone and internet services.

Security

No patch management solution
 Patches are reliant on configurations of individual clients and applications
\$136.50 / month or \$3.5 per device for licensing
No email archive solution
 No protection from accidental deletions or for retention compliance
\$2,000 appliance plus \$500/yr maintenance
No email spam solution
 Exchange does not have a native solution so the network is relying only on individual client protection
\$1,000 per yr
No compliance or vulnerability solution
 Licensing compliance not validated, no reporting or configuration management
\$117 / month or \$3 per device for licensing
Antivirus Protection Expiration
 Eset AV expires in Jan. 10 2015. 25 seats are included with the MSP contract, but we'll be 14 short on that date.
\$40 / month or \$2.85 per device for licensing (39 seats total less credit)
Wireless not managed or integrated
 Create a centrally managed network where security can be monitored and maintained
10 managed Aps \$1,000

Total remediation costs (budgetary estimates):

One time hardware.....	\$11,900
Recurring Monthly	\$293.50
Recurring Annual.....	\$1,500

7189 Main St. PO Box 449 • Bonners Ferry ID 83805 • 208.267.1000
 405 West Walnut St • Newport WA 99156 • 509.447.3514
www.boundarycomputer.com info@boundarycomputer.com



■ Network Remediation Findings

December 19, 2014

These are the findings at the conclusion of the remediation survey. The 21 identified issues represent the current state of the network and include; security and risk exposures, configuration errors and deficiencies, infrastructure limitations, and deviations from best practices. The estimates below are for budgetary purposes only and will need to be formally quoted prior to acceptance and delivery. The Networking section does not include the previously quoted switching infrastructure for the new fiber linkage at the City Yard (~\$4,000). The issues requiring labor only will be addressed throughout the remainder of the initial service contract year.

Network

ISSUE: Undersized storage space on network (R720 and Synology) (not enough for ShadowCopy)

File loss with Synology - needs troubleshooting

Backups not working / not comprehensive, no remote storage

REMEDY: Install 2nd storage device at Firehouse, create iSCSI target for servers

PROJECTED COST: 8TB NAS, iSCSI switches - ~\$3,900

Core switches will not support VOIP natively

Refresh switches at core fiber termination points

3 Cisco switches ~\$3,750

No print server

Create print server role and deploy drivers throughout the network

Configuration and programming labor only

No switch management / topology and consistency issues

Refresh switches and optimize cabling

1 Cisco switch \$1,250, work with Steve Neumeyer to complete cabling

No standardization on hardware or software

Define a refresh strategy to standardize inventory

Documentation labor only

IP Address space too large and un-subnetted

Create an appropriate sized IP network and reassign addresses

Configuration and programming labor only

Administration

No IT Policies

Create IT policy handbook

Documentation labor only

No/very little network documentation

Create comprehensive network documentation

Documentation labor only

No cable record / TIA606B labeling

Label and document cable infrastructure

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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, REPEALING VARIOUS SECTIONS WITHIN BONNERS FERRY CITY CODE TITLE FIVE, CHAPTER TWO; PROVIDING SEVERABILITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Mayor and City Council have determined that several sections within Bonners Ferry City Code Title Five Chapter Two are in conflict with laws of the State of Idaho and therefore should be repealed.

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

Section 1: That Bonners Ferry City Code Sections 5-2-2, 5-2-3, 5-2-4, 5-2-7, 5-2-8, 5-2-10, 5-2-11, 5-2-12, 5-2-13, 5-2-15, 5-2-16, 5-2-18, 5-2-19, 5-2-20, 5-2-21, 5-2-22, 5-2-23, 5-2-25, 5-2-26, 5-2-30, 5-2-31, 5-2-32, 5-2-33, 5-2-34, 5-2-35, 5-2-36, 5-2-37, 5-2-38, 5-2-39, 5-2-40, and 5-2-41 are hereby repealed.

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.

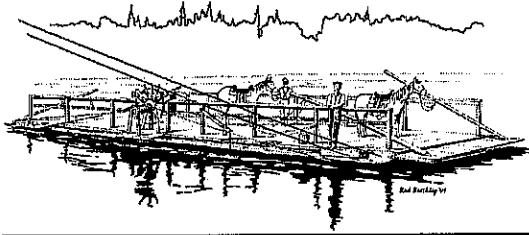
APPROVED by the Mayor and City Council of the City of Bonners Ferry this _____ day of _____, 2015.

CITY OF BONNERS FERRY, IDAHO

BY: _____
Mayor

Attest:

Clerk, City of Bonners Ferry



MEMO

OFFICE OF THE CITY ATTORNEY

Date: December 22, 2014
To: City Council
From: Andrakay Pluid, City Attorney
RE: Travel Request

I am requesting Council approval to attend the Idaho Prosecuting Attorney's Association Winter Conference to be held February 4, 5, and 6 in Boise. There will not be a cost to attend the conference itself as we pay yearly dues for membership to IPAA and the conference is included with those dues. The only cost associated will be for airfare, lodging, and meals. The group hotel rate is \$83.00 per night for two nights and airfare in \$173 round trip. My yearly travel budget includes this as a planned expenditure.

Thank you,



Department of Energy

BPA Power Administration
P.O. Box 61409
Vancouver, WA 98666-1409

TRANSMISSION SERVICES

December 22, 2014

In reply refer to: TSE/TPP-2

Mr. Stephen Boorman, City Administrator
City of Bonners Ferry
P.O. Box 149
Bonners Ferry, ID 83805

Dear Mr. Boorman:

Enclosed for signature are two originals of Amendment No. 1 to the Use of Facilities Agreement (UFT), Contract No. 09TX-13817, between Bonneville Power Administration (BPA) and the City of Bonners Ferry (Bonners Ferry). This Amendment No. 1 to the UFT agreement reflects the sale of the Moyie Substation to Bonners Ferry and its impact on the UFT agreement and the annual UFT charge.

Please sign the enclosed originals and return the signed originals to my attention at one of the following addresses by close of business on January 9, 2015:

First Class Mail

Bonneville Power Administration
Mail Stop: TSE/TPP-2
P.O. Box 61409
Vancouver, WA 98666-1409

Overnight Delivery Service

Bonneville Power Administration
Mail Stop: TSE/TPP-2
7500 NE 41st Street – Suite 130
Vancouver, WA 98662

Once BPA receives the signed originals, BPA will countersign and return one fully executed original for Bonners Ferry's records.

If you have any questions or concerns, please contact me at (360) 619-6005.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Fitzsimmons", with a long horizontal line extending to the right.

David A. Fitzsimmons
Manager, Transmission Sales

2 Enclosures

AMENDMENT
executed by the
UNITED STATES OF AMERICA
DEPARTMENT OF ENERGY
acting by and through the
BONNEVILLE POWER ADMINISTRATION
and
THE CITY OF BONNERS FERRY

This Amendment to the Use of Facilities Agreement, Contract No. 09TX-13817, (Agreement) is executed by the UNITED STATES OF AMERICA, Department of Energy, acting by and through the BONNEVILLE POWER ADMINISTRATION (BPA), and THE CITY OF BONNERS FERRY (Bonners Ferry). BPA and Bonners Ferry are sometimes referred to individually as "Party" and collectively as "Parties".

This Amendment to the Agreement revises Section 1(a) to remove reference to the Moyie Substation due to the sale of the facility to Bonners Ferry. This Amendment also revises Exhibit A to calculate the new use of facilities charge due to the sale of Moyie Substation, since BPA no longer uses Moyie Substation to serve BPA customers.

The Parties agree to the following:

1. EFFECTIVE DATE

This Amendment shall take effect at 0000 hours on September 3, 2014.

2. AMENDMENT OF AGREEMENT

The Agreement is amended as follows:

Delete Section 1(a) and replace it with the following:

"a. Terms and Conditions

Bonners Ferry agrees to provide, and BPA agrees to take and pay for Use-of-Facilities services on the Moyie Tapline (Bonners Ferry's 2.8-mile, 115-kV Moyie line that taps BPA's Libby – Bonners Ferry #1, 115-kV Transmission Line), in accordance with the provisions of this Agreement. Notwithstanding the use of the Moyie Tapline by Bonners Ferry to serve the load for Northern Lights and Bonners Ferry, BPA shall have use of the Moyie Tapline for transmission of electric power and energy to serve BPA customers."

Delete Section 2(a) and replace it with the following:

“a. One-year after written notice by Bonners Ferry due to a re-configuration of its transmission system such that it could no longer provide Use-Of-Facilities Service to BPA under this Agreement, provided, however, that the Parties agree in such event to work in good faith to ensure uninterrupted service to BPA customers served by the Moyie Tapline as a result of this Agreement;”

Delete Section 2(d) and replace it with the following:

“d. One-year after written notice by BPA that BPA will develop alternative facilities to serve BPA customers served by the Moyie Tapline as a result of this Agreement; or”

Delete Section 6 and replace it with the following:

“6. OPERATION & MAINTENANCE

Bonners Ferry, at its expense, shall operate and maintain the Moyie Tapline. Such operation and maintenance shall be performed by Bonners Ferry in accordance with prudent and generally accepted utility practices and all applicable State and Federal regulations, standards, and national electric codes now in force or hereafter enacted. Bonners Ferry agrees to maintain the Moyie Tapline in continuous service to the extent reasonable practicable; provided, however, that Bonners Ferry shall notify BPA in advance of planned service interruptions, giving the reasons therefore and the probable duration thereof, and the Parties shall coordinate planned outages to the extent practicable.”

3. REVISION OF EXHIBIT

Exhibit A is deleted and replaced with Exhibit A, Revision No. 1.

4. SIGNATURES

The Parties have executed this Amendment as of the last date indicated below.

THE CITY OF BONNERS FERRY

UNITED STATES OF AMERICA

Department Of Energy

Bonneville Power Administration

By: _____

By: _____

Name: _____
(Print/Type)

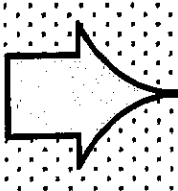
Name: _____
(Print/Type)

Title: _____

Title: Manager, Transmission Sales

Date: _____

Date: _____



**EXHIBIT A, REVISION NO. 1
TRANSMISSION PARAMETERS**

This Exhibit A, Revision No. 1 updates the annual use of facilities charge to reflect the sale of the Moyie Substation to the City of Bonners Ferry. The Proportional Use Factor is also updated to reflect BPA's current use of the Moyie Tapline.

1. USE-OF-FACILITIES CHARGES

<u>Facility</u>	<u>Investment</u>	<u>Annual Cost Ratio</u>	<u>Proportional Use Factor</u>	<u>Annual Cost</u>
Bonners Ferry Moyie Tapline (Original)	\$65,000	11.17%	42.34%	\$3,074
Bonners Ferry Moyie Tapline (2002 Rebuild)	\$155,000	5.70%	42.34%	\$3,741
Use-of-Facilities Annual Charge =		\$6,815		
Use-of-Facilities Monthly Charge =		\$568		

2. CALCULATION OF CHARGES

	<u>Line</u>		<u>Line</u>
Original Investment	\$ 120,000	Original Investment	\$65,000
(less) Retirements	\$ 55,000	x ACR	11.17%
Net Original Investment	\$ 65,000		\$7,261
(add) 2002 Rebuild	\$ 186,000		
(less) Cost of Removal	\$ 31,000		
Total Investment	\$ 220,000	2002 Rebuild	\$155,000
		x ACR	5.70%
<u>ACR Original Investment</u>			\$8,835
O&M	0.42%		
A&G	0.30%	Total Annual cost to CBF	\$16,096
I&A	10.45%		
Total	11.17%	Proportional Use Factor	42.34%
		BPA's Annual Payment	\$6,815
<u>ACR 2002 Rebuild</u>			
O&M	0.42%	BPA's Monthly Payment	\$568
A&G	0.30%		
I&A	4.98%		
Total	5.70%		

**Notice
Fee Increase Hearing**

The City of Bonners Ferry will meet on January 20, 2015 at 7:00 p.m. in the City Hall Council Chamber, 7232 Main Street, Bonners Ferry, Idaho, for the purpose of taking public testimony regarding the new or increased fees listed below and to explain the reasons for such fees or increases. The following items will be considered:

1. Increase adult golf season passes from \$360.00 to \$400.00. Increase husband and wife golf season passes from \$675.00 to \$700.00. Increase family golf season passes from \$675.00 for husband and wife plus \$50 per child or grandchild 17 years or younger to \$700.00 for husband and wife plus \$50 per child or grandchild 17 years or younger or \$400.00 for adult golf pass plus \$50 per child or grandchild 17 years or younger.
2. Increase dog license fees from \$10 per year to \$12 per year with fee doubling for failure to renew by January 31st.
3. Increase swim lesson session fees from \$25 to \$30 for city residents and increase outside city resident lesson fees from \$30 to \$40. Increase daily pool rate from \$1 per day to \$2 per day.
4. Fire Hall daily rental \$0 for non-profit organizations, \$35 for private individuals, and \$100 for profit businesses.
5. Raise the values for building permit fee calculation for new construction from the April 2001 Building Valuation Data as published by the International Conference of Building Officials to the August 2010 Square Foot Construction Costs as published by the International Code Council.
6. Establish the following **planning and zoning** fees:

Land Use Applications

Annexation	\$500 plus publication and noticing costs
Comprehensive Plan Amendment (map or text)	\$500 plus publication, noticing, and mapping costs
Special Use Permit	\$500 plus publication and noticing costs
Modification to Special Use Permit	\$250 plus publication and noticing costs
Zone Change	\$500 plus publication, noticing, and mapping costs
Variance	\$500 plus publication and noticing costs
Citizen Initiated Code Amendment	\$500 plus publication, noticing, and codifier costs
Extension Request	\$150
Drainage Plan – Commercial/Industrial	\$300 in addition to base fee

Flood Plain

Development Permit	\$50
Floodplain Variance	\$500 plus publication and noticing costs
Floodplain Appeal	\$250 plus publication and noticing costs
Plan Review	Actual cost of professional service

Subdivision/Platting

Preliminary Plat Application	\$500 plus \$50 per lot plus publication and noticing costs
Minor Plat Application	\$250 plus \$50 per lot plus publication and noticing costs
Replat – Lot Line Adjustment	\$250 plus \$50 per lot

Boundary Line Adjustment (review only)	\$50 per parcel
Property Split Review	\$200
Final Plat Review	\$150 plus actual cost of County Surveyor fee
Final Plat Recheck	\$150 plus actual cost of County Surveyor fee
Vacation of Right of Way Title 50	\$250 plus publication and noticing costs
Surety Agreements	\$100
Development Agreements	\$250 plus publication and noticing costs
Extension Request	\$100 plus publication and noticing costs
<u>Planned Unit Development (PUD) - Agreements</u>	
PUD Mixed use Commercial/Industrial	\$1500 plus publication and noticing costs
PUD Residential only	\$500 plus publication and noticing costs
Development Agreement	\$250
Amendment to Development Agreement (no public hearing required)	\$100 plus actual cost of professional service
Amendment to Development Agreement (public hearing required)	\$250 plus publication and noticing costs
<u>Other Miscellaneous</u>	
Zoning Administration Appeal	\$100
Zoning Interpretation	\$100
Non-conforming determination at the request of the landowner	\$100
CC&R Review	\$100
Sterling Codifiers	Actual Cost

The City reserves the right to bill any applicant on a time and materials basis should work on any of the above line items be delayed from processing due to the Applicant's making. Time can be billed once the base fee is expended.

The reasons for the proposed fee increases are to cover maintenance and operation costs and capital improvement costs.

Any person requiring a special accommodation due to a disability condition should contact the Bonners Ferry City Clerk at (208) 267-3105. This contact should be made at least two days prior to the hearing.

Please publish: January 8, 2015
January 15, 2015