

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
February 3, 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

Patty Perry – Kootenai Valley Resource Initiative (KVRI) Update

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 January 20, 2015 Council Meeting Minutes and January 21, 2015 Special Council Meeting Minutes

OLD BUSINESS

5. City – First Reading of Ordinance Increasing Monthly Salary Amounts for the Mayor and City Council Members (attachment)

NEW BUSINESS

6. Electric – Authorize Mayor to Sign Task Order with HDR Engineering for Recloser Settings (attachment)
7. Electric – Authorize Mayor to Sign Contract with Lake City Infrared for Surveying our System with Infrared Camera (attachment)
8. Water – Authorize Hire of Water/Sewer Laborer
9. Water – Discuss Multi-Dwelling Unit Water Rates

10. City – Appoint Howard Kent to the Traffic Safety Committee with the Term Ending December 31, 2016

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

11. City – Informational Meeting on Highway 95 Improvements on February 5, 2015 at the National Guard Armory (attachment)
12. City – PERSI Training on March 11, 2015 at Fire Hall from 1:00 p.m. to 5:00 p.m.
13. Electric – Purchased Power and Generation Information (attachment)

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).

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).

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.

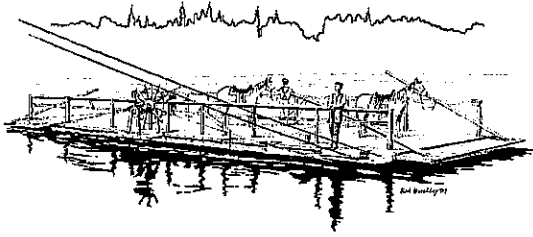
APPROVED by the Mayor and City Council of the City of Bonners Ferry this _____ day of _____, 2014.

CITY OF BONNERS FERRY, IDAHO

BY: _____
David Anderson, Mayor

Attest:

Kris Larson, Clerk



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 29 January 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Task Order Approval with HDR Engineering.

The City used HDR Engineering for a number of years ago to develop a model for determining the appropriate size for fuses and reclosers. Attached is a task order for HDR to provide settings for reclosers that we have moved to new locations. The estimated cost of this is \$1,400.

SJB

TASK ORDER

This Task Order pertains to an Agreement by and between City of Bonners Ferry, (“OWNER”), and HDR Engineering, Inc. (“ENGINEER”), dated February 27, 2004, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 3

PROJECT NAME: 2015 Recloser Settings

PART 1.0 PROJECT DESCRIPTION: 2015 Recloser Settings – to work with client to provide revised recloser settings for a newly installed recloser and ABB controller. The analysis and recommendations will include recommended settings for downline reclosers as well.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT: Revise the existing model for the newly replaced recloser control. Provide a brief letter explaining the recommended changes as well as updated settings tables and updated TCC's. No electronic settings files will be generated.

PART 3.0 OWNER'S RESPONSIBILITIES: Provide data to Engineer as requested and respond to inquires and milestone reviews as needed.

PART 4.0 ASSUMPTIONS: Project costs assume:

- No PSSU Adept modeling will be completed. Available fault current will be taken from previous study and utilized for device coordination for this recloser replacement.
- Additional settings files will not be completed under this contract due to additional costs.
- No travel is included in project costs so meetings and/or discussions will be completed over the phone.

PART 5.0 PERIODS OF SERVICE: 2015

PART 6.0 PAYMENTS TO ENGINEER: Hourly (See HDR Annual Rates and Expenses). Estimated cost = \$1400.

PART 7.0 OTHER: None.

This Task Order is executed this _____ day of _____, 20__.

CITY OF BONNERS FERRY
"OWNER"

HDR ENGINEERING, INC.
"ENGINEER"

BY: _____

BY: _____

NAME: David Anderson

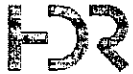
NAME: Jared Harris, P.E.

TITLE: Mayor

TITLE: Vice President

ADDRESS: P.O. Box 149
Bonners Ferry, ID 83805

ADDRESS: 2913 Millennium Circle
Billings, MT 59102-7444



January 26, 2015

Writer's Direct e-mail:
sean.everett@hdrinc.com

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

RE: 2015 Recloser Updates

Dear Stephen,

Per your request, we have included a cost estimate and Task Order to update the recloser settings for the City's system. It is our understanding that the City has recently replaced several reclosers and would like to modify the settings to better coordinate with the existing system.

The previous model is out of date, and the software is no longer available. HDR will utilize the fault current settings from the previous study and build a simple model to recommend recloser settings. A brief letter will be prepared to explain the recommended changes and will include a settings table and updated TCC curves. HDR will not produce any electronic settings files.

Please review the attached task order and call if you have any questions.

Our scope of services is based on our 2015 Power Delivery rates, which are included with this letter.

If you choose to move forward, please sign two copies of the task order and return to us for execution.

If you have any questions, please contact us.

Sincerely,

Sean Everett, P.E.
Project Engineer

Jared Harris, P.E.
Vice President

hdrinc.com

1715 S Reserve, Suite C, Missoula MT 59801
T 406 532 2200 F 406 532.2241



**POWER DELIVERY
2015 HOURLY RATE SCHEDULE**

BILLING CLASSIFICATION	RATE	BILLING CLASSIFICATION	RATE
ENGINEERS		DESIGNERS / TECHNICIANS / INSPECTORS	
<i>Design Engineers</i>			
LEVEL I	88.00	LEVEL I	76.00
LEVEL II	96.00	LEVEL II	88.00
LEVEL III	102.00	LEVEL III	96.00
LEVEL IV	108.00	LEVEL IV	102.00
		LEVEL V	108.00
<i>Project Engineers / Project Managers</i>		LEVEL VI	119.00
LEVEL I	119.00	LEVEL VII	131.00
LEVEL II	131.00	LEVEL VIII	141.00
LEVEL III	141.00	LEVEL IX	152.00
LEVEL IV	152.00		
		CADD	
<i>Senior Engineers / Senior Project Managers</i>		LEVEL I	54.00
LEVEL I	168.00	LEVEL II	64.00
LEVEL II	180.00	LEVEL III	76.00
LEVEL III	193.00	LEVEL IV	88.00
LEVEL IV	208.00	LEVEL V	96.00
LEVEL V	220.00	LEVEL VI	102.00
		LEVEL VII	108.00
<i>Project Principal / Senior Technical Advisers</i>		LEVEL VIII	119.00
LEVEL I	220.00		
LEVEL II	245.00		
LEVEL III	280.00		
LEVEL IV	315.00		
		ACCOUNTING / ADMINISTRATION	
		LEVEL I	54.00
		LEVEL II	64.00
		LEVEL III	74.00
		LEVEL IV	82.00
		LEVEL V	94.00
		LEVEL VI	102.00
		LEVEL VII	108.00
		LEVEL VIII	119.00



**POWER DELIVERY
2015 CHARGEABLE EXPENSE SCHEDULE**

Direct project expenses will be charged at the rates listed below unless a separate rate is negotiated for a specific project.

SUBSISTENCE (PER DIEM)

Subsistence such as meals and lodging while out on a project will be charged at actual cost or at the per diem rate negotiated for a specific project.

TRAVEL

Travel expense will be charged at the following rates unless a separate rate is negotiated for a specific project.

2 Wheel Drive Vehicle	\$	40.00 /day	+	\$	0.60 /mile
4 x 4 Vehicle	\$	50.00 /day	+	\$	0.70 /mile
Rental Vehicles & Aircraft	\$	Actual Cost			

TELEPHONE/FAX/POSTAGE

Long distance calls, telegrams, fax, cellular phone, and any special class postage will be charged at actual cost.

PRINTING

B&W Copies (8.5 x 11)	\$	0.10 /copy
Xerox Copies (8825)	\$	0.30 /sq. ft.
Bond Plots	\$	0.20 /sq. ft.
Vellum Plots	\$	1.50 /sq. ft.
Mylar Plots	\$	3.00 /sq. ft.

COMPUTER USAGE

Technology Charge	\$	3.70 /hr	will be charged for each hour of direct labor charged to the project.
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SPECIAL EQUIPMENT CHARGES

Electronic Distance Measuring	\$	10.00 /hr
Manta 3-Phase Test Set	\$	40.00 /hr
Megger Testing Equipment	\$	250.00 /day
UTV	\$	10.00 /hr
GPS - GEO XT	\$	20.00 /hr
GPS - RTK	\$	40.00 /hr

SURVEYING SUPPLIES

Surveying Supplies:		
Distribution	\$	20.00 /mile (Includes Flagging, Stakes, Etc.)
Transmission	\$	30.00 /mile (Includes Flagging, Stakes, Etc.)

OVERHEAD

Overhead costs, such as rent, insurance, utilities, office furniture, employee benefits, and taxes are included in the hourly billing rates.

Stephen Boorman

From: Everett, Sean [Sean.Everett@hdrinc.com]
Sent: Monday, January 26, 2015 2:16 PM
To: Stephen Boorman
Cc: Dohrendorf, Jasper A.
Subject: Bonners Ferry - Recloser Settings Proposal
Attachments: 2015 Standard Rate Schedule.pdf; 2015 HDRExpSchedule.pdf; BF Recloser Settings Cover Letter - Signed.pdf; 2015 Recloser Settings - Task Order.pdf

Stephen,

Please find the attached cover letter, task order, and 2015 rates for the recloser settings project we have discussed.

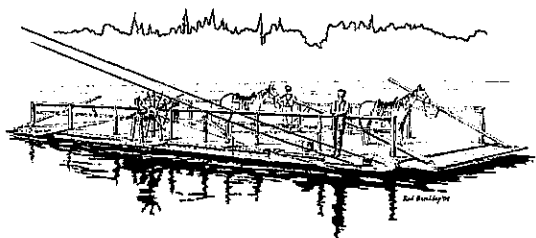
If you agree to the scope and task order, please execute the contract by having the mayor sign the task order and return a copy to us. I will then have our management sign it from our end and then we will return a copy to you.

If you need any additional information or have any other questions, please let me know.

Sean Everett, PE
Project Engineer

HDR
1715 S. Reserve Street, Suite C
Missoula, Montana 59801
D 406.532.2208 F 406.529.2265
sean.everett@hdrinc.com

hdrinc.com/follow-us



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 29 January 2015
To: City Council
From: Stephen Boorman, City Administrator
Subject: Contract with Lake City Infrared.

This memo is to recommend that the council enter into a contract with Lake City Infrared. We have used Jeff Stan for a number of years to survey our system with an infrared camera. This work would be for one day and the cost of \$550. This is an excellent way to find developing failures on the system.

Every year we have used them we have identified issues and been able to repair them preemptively.

STB



Lake City Infrared

1-866-388-8802

208-659-5228

BID PROPOASAL FOR INFRARED SCANNING

1-21-2015

Lake City Infrared propose to scan all electrical Transformers and Switches for the City Of Bonners Ferry, in an estimated time of 1 day at \$550.00 per day charge (\$550.00). Any additional day would be at the same rate of \$550.00 per day.

There will be no additional charges for travel or expenses.

This service will include (2) copies of reports for every fault we find, and you will receive all reports on a hard copy CD.

Thank You

**Jeff Stan Owner/ Operator
Lake City Infrared
208-659-5228
1-866-388-8802**

INDEPENDENT CONTRACTOR AGREEMENT

AGREEMENT made between CITY OF BONNERS FERRY, a political subdivision of the state of Idaho, herein "ENTITY" and LAKE CITY INFRARED AND ELECTRIC, herein "CONTRACTOR",

THE PARTIES AGREE AS FOLLOWS:

1. **CONTRACT:** ENTITY hereby employs CONTRACTOR as an independent contractor to complete and perform an infrared inspection and thermographic report.

CONTRACTOR agrees to provide all materials and services for the project in accordance with the attached written specifications and as directed by ENTITY.

2. **TIME OF PERFORMANCE AND TERMINATION:** Parties agree that CONTRACTOR will work at various times as directed by the City from January 1, 2015, and continue until December 31, 2015, unless this Agreement is terminated by thirty (30) days written notice by either party.

3. **COMPENSATION:** ENTITY agrees to pay CONTRACTOR as compensation the sum of \$550 per day.

4. **INDEPENDENT CONTRACTOR:** The parties agree that CONTRACTOR is the independent contractor of ENTITY and in no way an employee or agent of ENTITY and is not entitled to workers compensation or any benefit of employment with the ENTITY. ENTITY shall have no control over the performance of this Agreement by CONTRACTOR or its employees, except to specify the time and place of performance, and the results to be achieved. ENTITY shall have no responsibility for security or protection of CONTRACTOR'S supplies or equipment. CONTRACTOR agrees to pay and be responsible for all taxes due from the compensation received under this contract.

5. **WARRANTY:** CONTRACTOR warrants that all materials and goods supplied under this Agreement shall be of good merchantable quality and that all services will be performed in a good workmanlike manner. CONTRACTOR acknowledges that it will be liable for any breach of this warranty.

6. **INDEMNIFICATION:** CONTRACTOR agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of CONTRACTOR, CONTRACTOR'S agents, employees, or representative under this agreement.

7. **INSURANCE:** CONTRACTOR agrees to obtain and keep in force during its acts under this agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 which shall name and protect CONTRACTOR, all CONTRACTOR'S employees, ENTITY and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the CONTRACTOR'S acts. CONTRACTOR shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY ten (10) days prior to cancellation of said policy.

8. **WORKER'S COMPENSATION:** CONTRACTOR shall maintain in full force and effect worker's compensation for CONTRACTOR and any agents, employees, and staff that the CONTRACTOR may employ, and provide proof to ENTITY of such coverage or that such worker's compensation insurance is not required under the circumstances.

9. **COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state, city, and local laws, rules and regulations.

10. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

11. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination of this Agreement.

DATED this _____ day of _____, 2015.

ENTITY:

_____ CITY OF BONNERS FERRY _____

CONTRACTOR:

By _____
(Name)

By _____
David Anderson, Mayor

Its _____
(Title or Office)

ATTEST:

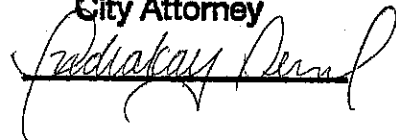
Kris Larson, Clerk

WITNESS:

Form and content approved by Andrakay Pluid on January 29, 2015, as attorney for the City of Bonners Ferry.

Approved by

City Attorney





IDAHO TRANSPORTATION DEPARTMENT

600 W. Prairie Ave.
Coeur d'Alene, ID 83815-8764

(208) 772-1200
itd.idaho.gov

Public Service Announcement

**Informational Meeting on U. S. Highway 95 Improvement Plans
February 5th at the National Guard Armory, Bonners Ferry**

District 1 of the Idaho Transportation Department is in the process of preliminary design of improvement for U.S. Highway 95 through the South Hill area of Bonners Ferry. Based on the concept of continuing the type of improvement project that was constructed in 2003 on US-95 between Walker Way and Alderson Lane and considering the results of a US-95 Corridor Study conducted in 2012, which included a considerable amount of public input, a preliminary design is being undertaken and will be presented to the public at the upcoming open house.

The preliminary design will continue the three lane concept north from Alderson Lane to Madison Street and will address pedestrian and vehicular safety, stormwater runoff, alignment of city street intersections, and consistency of roadway configuration through town.

The informational meeting on the US-95 preliminary design has been scheduled to share information with property and business owners and the general public on the project objectives, and to seek public input on issues and concerns related to improving this portion of US-95. The meeting will be held on **Thursday, February 5th** at the following location:

Location

Time

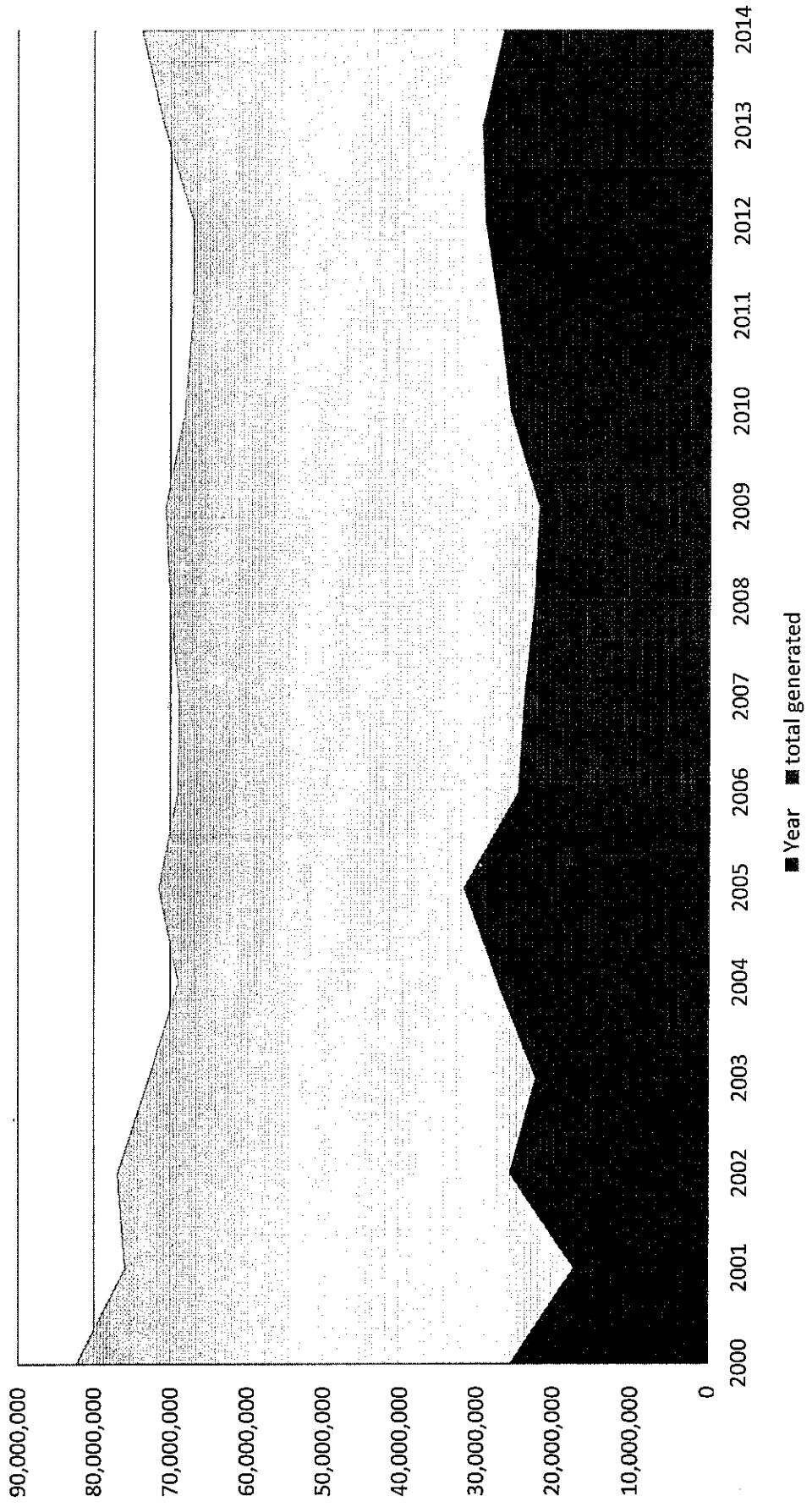
**National Guard Armory
6566 Main Street (US-95),
Bonners Ferry, Idaho**

3:00 p.m. to 7:00 p.m.

The open house will feature displays of the highway corridor with details on right of way, typical roadway cross section, and intersection modifications. The public will have the opportunity to learn more about the process, ask questions of project staff, and share comments and concerns regarding access issues and needs along US-95 through Bonners Ferry. For more information, please contact Ben Ward, P.E., ITD District 1 Project Manager at (208) 772-1285 or Don Davis, P.E., ITD District 1 Senior Transportation Planner at (208) 772-8019.

City of Bonners Ferry

Power Generation and Purchase Summary



CITY OF BONNERS FERRY - POWER USE AND COST SUMMARY

Year	Generated (mwh)	% Generated aMW	generated	Total Load (mWh)	aMW system	Capacity Factor	Est. value @ 40 Average	Delta \$ from
2014	26,648	36.07%	3,042	73,871	8,433	69.1%	1,065,900	77,311
2013	29,451	41.51%	3,362	70,953	8,100	76.4%	1,178,048	189,459
2012	24,402	35.83%	2,786	68,106	7,775	63.3%	976,082	(12,507)
2011	28,443	42.29%	3,247	67,253	7,677	73.8%	1,137,720	149,131
2010	23,642	33.99%	2,699	69,564	7,941	61.3%	945,666	(42,923)
2009	21,194	30.51%	2,419	69,456	7,929	55.0%	847,747	(140,842)
2008	23,847	34.32%	2,722	69,488	7,932	61.9%	953,890	(34,698)
2007	25,001	36.44%	2,854	68,601	7,881	64.9%	1,000,055	11,466
2006	26,668	37.74%	3,044	70,658	8,066	69.2%	1,066,700	78,111
2005	30,091	42.88%	3,435	70,170	8,010	78.1%	1,203,652	215,063
2004	24,051	34.48%	2,746	69,762	7,964	62.4%	962,051	(26,538)
2003	22,005	29.91%	2,512	73,580	8,400	57.1%	880,196	(108,393)
2002	26,017	33.63%	2,970	77,369	8,832	67.5%	1,040,696	52,107
2001	16,479	20.80%	1,881	79,208	9,042	42.8%	659,152	(329,437)
avg fy00 - fy13	24,715	34.95%	2,821	71,090	8,115	64.1%	988,589	Delta \$
Peak	30,091	42.88%	3,435	79,208	9,042	78.1%	1,203,652	544,500
Minimum	16,479	20.80%	1,881	67,253	7,677	42.8%	659,152	

2013-2014 difference
 \$ 502,113 increase in BPA bills
 2,803,700 decrease in generation kwh
 14% increase in purchased power
 4% increase in sales
 -10% decrease in generation
 13% Rate increase from BPA