

Mayor Anderson called the January 21, 2014 sewer system workshop to order at 6:00 p.m. Present for the meeting were Mayor Anderson, Council Members Connie Wells, Ron Smith, and Tom Mayo, City Clerk Kris Larson, City Administrator Stephen Boorman, Economic Development Coordinator David Sims, Water/Sewer Department Superintendent John Griffin, and John Delaney and Mike Wade from the Water/Sewer Department. Also present were Laura Roady, Doug Ladely, Sr., Ruth Sutton, Dale Simpson, Marcia Cossette, and Brett Converse. Council President Rick Alonzo was gone on personal business.

Stephen said the goals of the workshop were to review the master plan recommendations, discuss priorities, and discuss funding options. He said replacement value for our sewer system is about \$21 million. There are about \$3 million of recommendations from the sewer master plan and the upgrades are identified. The item of highest concern is the sewer bridge and the second highest priority is the headwork's room as it will allow removal of a significant portion of inorganic solids before the lagoons. John Griffin said the headwork's room is the biggest bang for our buck as it gives us more options for disposal and makes our operation more efficient. Mayor Anderson asked what the headwork's room would look like. Brett Converse said it is a fine filter built into a mat that water filters through that is driven by an electric motor. Stephen said effluent treatment will take away the need to remove the algae in the effluent that is generated in the ponds and this would lower our expenses for algae control approximately \$50,000 to \$60,000 annually. John Delaney said bleached algae weighs less than normal algae so he goes out in the boat and puts chemicals in the pond and this is very costly. He said this takes an enormous amount of time. David Sims said the algae treatment works some of the time but not all the time so this effluent treatment measure would be well worth the expense. John Delaney said he puts chlorine in the lagoons for treating the algae but then he has to de-chlorinate the effluent before it can be discharged into the river. The membrane system may cost close to what the city is paying for algae control. John Griffin said the cost for chemicals will only go up in the future.

Stephen said lift station communications is a high priority. He said the SCADA communication is a component of the lift station upgrades identified in the master plan. Collection line replacements are also needed. Stephen went over funding options including bonding, revenue financing or pay as you go, or a combination of both. He said it makes sense to go with bonding for the headwork's room, filtration on the tail end, and the sewer bridge. For the collection system including lift stations we would recommend revenue financing for those. He said we need a consensus from the council for the appropriate work scope and council's agreement on bonding versus revenue financing. A cost of service study and rate study should be done. The group discussed bonding options. Ron Smith asked how long it will take to complete the tasks in the master plan. Stephen said we should match the term of the bond with the life of the assets. Tom Mayo asked what the condition of the sewer bridge span was. Stephen said it is a solid structure but we have not looked at its detail. Stephen said we have not reinvested in our sewer system for a very long time. David Sims said many of the city's sewer lines are old from the 1920s to 1930s. Stephen suggested reinvesting on a regular basis. A design life is the expected life of an asset but the actual life can be longer.

Communications from remote point to remote point are one of four primary methods. The city leases phone lines from Frontier for about \$10 per month and the reliability has been poor. The other options are city owned hard lines or radio links or cell phone modems. The city uses a cell phone modem at Myrtle Creek. Communications is site specific. Ron asked what the cost of the alternatives would be for the city other than the leased lines. Stephen said it is site specific and depending on where the line is located will determine what type of communications is needed. Stephen and John Griffin said reliability of the communications systems can have a great impact on the crew time for call outs and service call issues. John Delaney said it is difficult to be woken in the night for several nights in a row for false alarms. It gets costly to the city. John Griffin would like to performance test for reliability for communications for lift station 3 since it is down in a ravine. David Sims said there were modems on both ends for the Myrtle Creek communications and he thought it cost about \$1,100. He said the technology has probably improved over the past three years. One of the problems with lift station 5 is a train on the tracks as our communications depend on line of sight and this can result in call outs.

Stephen asked if the council wanted to go out for a cost of service study. Tom Mayo said we know our rates need to go up so whatever gets us in that direction is where we need to go. Stephen said another question is how fast we will implement the upgrades. Mayor Anderson spoke about price points and he thinks over \$50 would be a price point to our customers. He also said if we continue to raise sewer rates by a couple dollars it will not do what we need. Tom thinks we may be looking at sewer rates of about \$40 per month. Mayor Anderson said Boundary County economy is not getting better so we need to weigh our options but something has to be done. Tom said we need to get started on the improvements.

Lisa Ailport and Darius Ruen from Ruen Yeager joined the meeting. John Delaney left the meeting.

Mayor Anderson recessed the meeting at 6:50 p.m.

Mike Klaus, Dave Gray, Elaine Marcott, Fire Chief Pat Warkentin, Deputy Police Chief Foster Mayo, Carolyn Testa, and City Attorney Andrakay Pluid joined the meeting.

Mayor Anderson called the regular meeting to order at 7:00 p.m.

Dave Gray addressed city council and asked to make a wager with the Mayor over the Super Bowl. Mayor Anderson said he will have to check with legal so he will get back to Mr. Gray.

Mike Klaus listed off some positive things that the city has done recently. Mike thought he had a water leak and before he got off the phone Christine had emailed his usage to him and he appreciated the quick response. He commented on the good things the water department has done including good water pressure. He said the street department takes good care of our streets with plowing and sanding and he has had positive interactions with Stephen especially on planning and zoning issues. He said the responses from the city employees have been quick and well done. He thanked council for their leadership. Mike left the meeting at 7:08 p.m.

Mayor Anderson said he and Stephen met with Lisa Ailport from Ruen Yeager about contracting out the city's planning and zoning. Mayor Anderson spoke about the time constraints on our city

administrator and the amount of time it takes when a planning and zoning issue comes about. The City of Kootenai uses Ruen Yeager's planning and zoning support. Lisa Ailport said she has support letters from the City of Kootenai and City of East Hope. Lisa went over the handout she had given at a district clerk's meeting last summer. She said when there is a planning and zoning administrator on board there are many aspects that they take care of. The handout listed some of the procedures a planner needs to be aware of and it demonstrated her abilities in the planning and zoning field. She has practiced locally for eleven years in the planning field. She has a degree from WSU and has her accreditation from American Institute of Certified Planners. If the city is interested then she will work with the city administrator to work out where the focus needs to be. Lisa would help assist planning and zoning to meet the annual requirements as stated in Idaho Code. Ron asked if she would be the planning and zoning administrator like the county has. Lisa said it could be either way but right now the city administrator is acting as the planning and zoning administrator. She could help with long range planning as well as facilitate with the planning and zoning meetings and requirements. Dave Gray said he is on the planning and zoning board and did not know anything about this. He thinks planning and zoning should know this and is confused and has many questions. Mayor Anderson said this is a presentation from a contractor with a background in planning and zoning. He said an advantage would be to take something off Stephen's plate and another would be to get an expert in the planning and zoning field. Also Lisa would have fewer personal interests since she is not familiar with Bonners Ferry. Lisa told Dave Gray that she would be a facilitator. This would be assistance in the planning and zoning field and expertise that is needed. Stephen said we contract out our building permit services and this can be helpful. He said it is on a time for actual services rendered. Mayor Anderson thanked Lisa and Darius for attending the meeting.

David Kramer said the new police vehicle is here and he will get it in front of council for them to see. Dave said a check was forged and the person was also involved in mail thefts and a theft at a business. He said there was an arrest made for drugs and this involved drugs for sale also. Stolen property was also part of the arrest as well as marijuana arrests. There was an accident near the Kootenai River Inn. We had a local resident that was victimized by a scam claiming to be Publishers Clearing House. There were also a couple DUIs and driving without privileges.

Pat Warkentin said there have been two call outs since the last council meeting. One was an EMS assist and the other was the vehicle accident that the police chief spoke of. Pat said there was an article in the Spokesman Review regarding the train cars going through town carrying crude oil (Bach and Crude). The train cars carrying crude oil need to go slowly through town but sometimes they are traveling as fast as 50 miles per hour. He said this issue needs to be followed. Dave Kramer said General Richie from Homeland Security is coming to Bonners Ferry in February to discuss concerns in our area. Dave said containment of spill items needs to be replaced. Pat said the fire department's issue is the initial event be it fire and smoke. He said many of the incidents are increasing. Ron Smith would like to see the trains slow down when they come through Bonners Ferry. David Kramer will check on this.

Stephen said there was flooding in the Hazel/Hemlock area due to run off. There was frozen ground with water on top and the storm drains could not keep up. He said the street crew did a

great job at sand bagging and helping the residents. Stephen also explained an electric report regarding the customer system peak load. He said we pay Bonneville Power on the highest hour or peak during the month for demand charges. He said if our hydro generation goes down then the demand we purchase from Bonneville goes up as we pay on the net. Stephen gave the example of our highest peak load being 12 megawatts and our hydro generating two megawatts so we pay Bonneville for ten megawatts. He said if our hydro is down during the peak time (for our system this is between 8:00 a.m. and 10:00 a.m. or from 2:00 p.m. to 4:00 p.m.) it could cost the city about \$10,000 per megawatt. There is volatility to prediction of costs. He reminded council of the Day at the Capitol on January 30, 2014 in Boise.

David Sims said SPOT is actually the City of Dover as the parent organization and the City of Sandpoint and City of Kootenai and City of Ponderay also participate. SPOT is interested in providing bus service for Bonners Ferry and they are working with Boundary County Commissioners. There is grant funding through Idaho Transportation Department available to help with the operation of SPOT, not just for a senior bus. The grant funding would be available in the spring of 2015. He said the City of Dover has gone out on a limb to open the transportation service to our community. David said SPOT needs capital to start the program to pay the drivers as the grant is on a reimbursement basis. Ron asked if the Restorium is out of the loop. David said the Restorium residents could use the service but the Restorium employees would not drive the bus. He said the City has submitted a pre-application for the Augusta Street sidewalk grant and we have been approved to submit the final application. David said we are planning to possibly include the area near Valley View that is being reviewed for crossing between the school and kindergarten. He said the deadline for this is about a month away. Washington State University is working on the final plans for the Library expansion project. The Library is planning a bond election in May for this project. The urban renewal agency did sign a resolution for bonding and it is scheduled to close in the middle of February for that.

Connie Wells moved to approve the consent agenda. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”. The consent agenda contained the following: roll call and approval of accounts payable and payroll.

Mayor Anderson spoke of John Griffin’s proposed retirement and said he will still be available to us. Tom Mayo moved to approve the retirement of John Griffin. Ron Smith seconded the motion. John said he will stay involved in the profession. Mayor Anderson said he is considering a position of the Idaho Board of Water Professionals. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

John Griffin spoke to council regarding the SCADA upgrade request. He said this is a key component of all the other communications upgrades that we are looking at. The SCADA upgrade has been budgeted. Stephen said it is time to rebuild the SCADA system in a comprehensive matter. Ron Smith moved to approve the purchase of the SCADA upgrade. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Stephen said we have a contract with Otis Elevator for annual maintenance on our elevator at the visitor center. He said the cost projected by Otis is about \$4,400 and the Northwest Elevator cost is about \$1,200 to repair the hydraulic fitting. Northwest Elevator is certified in Idaho. Tom Mayo moved to authorize the Mayor to sign a contract with Northwest Elevator for the elevator repair. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

The contract for annual elevator inspection was discussed. Connie Wells moved to cancel the elevator inspection contract with Otis and go out for proposals for annual elevator inspections. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

The group discussed debris barriers for the Moyie Reservoir. Stephen drew an illustration on the white board for installing plastic barriers to hold debris back before it reaches the dam. He said when the water level comes up quickly all the debris on the bank will come down. He said if anyone knows who has 90 foot cedar logs for the shoot to let him know. It is quite dangerous when the drift starts coming fast. Ron Smith moved to authorize the purchase of debris barriers for the Moyie Reservoir. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

The computer server has been budgeted and much discussion has been had in the past. Stephen said Matt Corwin from Computer Arts has done the research and this will fit with the police needs. Dave Kramer said the videos are taking up quite a bit of space and he has to depend on the recommendation of the expert for computer needs. Dave doesn't have the background on the computer issue. Andrakay said good policy is to keep the videos for a period of five years. Dave Sims said our warranty has expired on the current server so the new server will have a good warranty. Stephen said the billing system is dependent on the server. Tom Mayo moved to purchase the computer server. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

John Griffin is recommending the golf course irrigation pump be rebuilt rather than purchase a new pump. He feels that the ancillary costs of a new pump may add up to more than the existing pump. He thinks the rebuild of the existing pump will satisfy the needs of the golf course. He said this is reputable company that John has dealt with in the past and delivery is free. Mayor Anderson said we need a pump at the golf course and John has researched this extensively and if he is comfortable with the rebuild then he will agree. Stephen said we don't have the original designs for the head pressures that are needed. Ron Smith moved to approve the recommendation of John Griffin to rebuild the golf course irrigation pump. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Stephen said there have been a number of leaks on Gem Street and Bonner Street and the recommendation is to do the design work for the replacement of waterlines on Gem Street and Bonner Street. John Griffin said it is a needed improvement to get rid of the leaks. Ron Smith moved to authorize the Mayor to sign a Task Order with Welch Comer for design work of Gem

Street and Bonner Street waterline repairs. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Kris Larson asked council for permission to get quotes for flooring for the main floor of city hall. Connie Wells moved to authorize staff to get quotes for flooring for city hall. Tom Mayo seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Mayor Anderson recommended reappointing Brion Poston and Dick Staples to the golf committee. Tom Mayo moved to reappoint Brion Poston and Dick Staples to the golf committee. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Connie Wells “yes”, Tom Mayo “yes”.

There being no further business, the meeting adjourned at 8:08 p.m.

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David K. Anderson, Mayor

Attest:

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Kris Larson, City Clerk