

Mayor David Sims called the regularly scheduled council meeting of March 15, 2016 to order. Present for the meeting were Mayor Sims, Council President Rick Alonzo, Council Members Ron Smith, Connie Wells, and Adam Arthur, City Clerk Kris Larson, City Administrator Mike Klaus, City Attorney Andrakay Pluid, City Mechanic Jimmy Dorhofer, Water/Sewer Superintendent Jim Fritzsche, Fire Chief Pat Warkentin, Police Chief Vic Watson. Also present was Lisa Ailport, P&Z, Jim Paulus, Ken Baker, Jerry Higgs, Bob Graham, Jessica Tingley, Craig Kelson, Diane Rogers, and Jennifer VanEtten. Police Officer Chris Langan and Wanda Wilkerson joined the meeting late.

Jennifer VanEtten, Chamber of Commerce Board member, spoke regarding Kootenai River Days to be held on July 9, 2016. She introduced Craig Kelson and Diane Rogers as being members of the Kootenai River Days Committee. Jennifer asked approval for Main Street and the side street near Jill's to be closed from 10:00 a.m. to midnight and to use the City power outlet for the band for the street dance. She asked if vendors are present for Kootenai River Days if they can fall under the Kootenai River Day's permit or if they have to obtain a separate permit. She also inquired if it will be allowed to have open containers that are not glass like they did last year. Mayor Sims told her to speak to the police and fire departments about the street closure and to complete a special event permit.

Jennifer VanEtten, Craig Kelson, and Diane Rogers left the meeting.

Mayor David Sims opened the sign ordinance hearing.

Lisa Ailport gave a power point presentation explaining the background of the sign ordinance and the makeup of the sign ordinance committee. The new proposed language for the sign ordinance includes standards for electronic message boards, roof mounted signs, projecting signs, and sandwich board signs; provides for prohibited signage; establishes a table that illustrates signage types by zoning district; and provides for the administration of sign permits. The sign committee sought participation from the commercial community and also made information accessible to the community on the city website. Over 150 surveys were sent out but only 13 were returned. Survey questions included how roof mounted signs fit into the landscape of the City; whether electronic reader boards or animated signs should include standards for dimming or restrictions on animated image size; if it is important to provide standards to regulate flashing, rotating, or blinking signs and maximum illumination; and whether the reduction in maximum sign area from 300 to 100 square feet per sign will limit the way businesses advertise in Bonners Ferry. Lisa reviewed the changes that were incorporated in the new sign ordinance. She spoke of content neutral language that is included. Notice of the proposed ordinance amendments were sent to the taxing districts. The International Sign Association reviewed the content neutral language in our ordinance and approved it. The sign ordinance complies with our comprehensive plan.

Jerry Higgs spoke regarding political signs and said sheer size of signs should be regulated. He also said signs that are obsolete should be removed and gave the example of Flatlander's sign. He wanted to know what would be done for policing sign issues. Jerry also asked about people removing their signs but not removing the structure that held the sign. Lisa read the definition of temporary signs that said they have a time limit of 90 days. Temporary signs in residential areas should not exceed six square feet, medical district sign size is not regulated nor are commercial or industrial signs. Lisa said in section 11-14-10 (d) the City has the opportunity to address signs that are unsafe. She said the City does not enforce action for business signs that are no longer in force. She said this was not addressed for good reason.

Mayor Sims said he spent quite a bit of time going through the sign ordinance and it pleases him that the ordinance now conforms to signs that are in effect and it cleans up the issue. He said quite a few comments were received and it fits the needs of the business owners. Ron Smith expressed concern about sign content that distracts vehicle drivers. Lisa commented that we cannot dictate what is put on a sign

but minimum guidelines are established for animation or electronic reader board signs. A four second interval is in our ordinance but the International Sign Association recommends eight seconds. Connie asked about roof mounted signs, as spoken to on page six, B4 in the ordinance, and if it includes reader board signs. Lisa said roof signs cannot be animated providing some limitations on roof top signs to balance with the landscape. Rick commented about free standing signs on page eight. Lisa explained that different zones have different sign size allowances.

There were no more questions from council or the public so Mayor Sims closed the hearing. Rick Alonzo moved to approve File AM02-15 amending and repealing City of Bonners Ferry Code, Title 11, Chapter 14, Sign Regulations and providing for new language that adopts standards for signage in the City limits finding that it is in general accordance with the City of Bonners Ferry Comprehensive Plan and Idaho Code 67-6511 as enumerated in the following conclusions of law and based upon evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. He further moved to adopt the following findings and reasoned decision as written. This amendment is supported by the City of Bonners Ferry Comprehensive Plan. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mayor Sims opened the public hearing for the downtown district at 7:42 p.m. Lisa Ailport gave an overview of the amendment to Title 11, Chapter 2 Creation of a Downtown District. She said standards in the downtown area for signage were overly burdensome so this was worked on at the same time as the sign ordinance rewrite. Small adjustments to language to align the text with the administration of the ordinance was done. The downtown district is limited to the downtown area. The City of Bonners Ferry will now have seven zoning districts. The City website was used to provide information to the public. The Planning and Zoning Committee recommended approve of the downtown district. Lisa showed the group a picture of the downtown district boundaries.

Mayor Sims opened the public comment period. There was no public comment.

Connie asked what standards were relaxed in the downtown area. Lisa said this is regarding zero foot setbacks so they can build right up to their property line in the downtown district. It is encouraged to have buildings in front and parking in the back. The rear yard setback and front yard setback are zero in the downtown district. Ken Baker liked the steps the city is taking.

Mayor Sims closed the public hearing at 7:56 p.m. Rick Alonzo moved to approve File AM03-15, amending the City of Bonners Ferry Code, Title 11, chapter 2, Zone District and Zoning Map providing for a new district for the downtown area and providing for new regulations and uses within the new zone, finding that it is in general accordance with the City of Bonners Ferry Comprehensive Plan as enumerated in the following findings and reasoned decisions provided below and evidence submitted up to the time the Staff Report was prepared and testimony received at this hearing. He further moved to adopt the following findings and reasoned decisions as written. This amendment is supported by the City of Bonners Ferry Comprehensive Plan. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Lisa Ailport thanked the public for their patience.

Jerry Higgs said there is still a problem with feeding deer. He saw fresh food and eleven deer eating when he came down tonight.

Police Chief Vic Watson gave a police report for the past two weeks. Officers responded to two driving without privileges, two DUIs, tow vehicle non-injury accidents, one vehicle theft, one felony in possession of a firearm, one warrant arrest, one felony possession of meth, one unlawful entry, one petit

theft, one battery case, and one failure to register as sex offender. On March 7<sup>th</sup> Buddy Winters resigned and on March 21<sup>st</sup> Travis Stolley will take over as the DARE officer. Emphasis patrols have started.

Fire Chief Pat Warkentin gave the fire report. There was one EMS call, and Pat thanked Kenny Baker for not calling the fire department for all the EMS calls in the City. The fire department was participated in a search for a missing child from Wolf Point, Montana involving the railroad. There was a house fire last weekend and it was 50 feet outside the City limits off McCall Street. The home belonged to Shirley Ross. Paradise Valley was toned out. Louis Maggi responded within five minutes with City of Bonners Ferry equipment and Paradise Valley arrived after 20 minutes. There were 13 Bonners Ferry firemen that responded and only five people from Paradise Valley responded. Pat said the reason we have to stay on the scene is that once we start operations we cannot leave until the fire is controllable. Last Friday Pat and Louis Maggi drove to Worley to look at the fire engine that is being surplused. He said we will have to submit a bid for the engine. It has 17,000 miles on it and is in very good condition. He said if we are successful at obtaining the 1995 engine the City of Bonners Ferry will have it for over 20 years. Kootenai County has two engines being sold but they are not in as good of condition as the engine in Worley. Jim Fritzsche gave a brief report on the Kootenai County engines.

Lisa Ailport left the meeting at 8:08 p.m.

City Administrator Mike Klaus gave the administrator report. He said a planning and zoning issue that will be coming up is a minor subdivision review to help streamline the process. Mike said Shopko has demolished the buildings that were on the property, and they have been excavating. Shopko needs to have an acceleration/deceleration zone so our waterline will need to be moved. This will be done at the expense of Shopko. The electric lines from McCall Street to the back side of where the new building will be constructed will be worked on later this week and next week. Mike showed a power point slide of the mudslide off Cow Creek Road in the City limits. He said it is about a two foot deep scrape, 30 to 40 feet wide, that is 130 feet long. He said it is being monitored and Bob Graham and Mike discussed having a geologist from ITD look at the slide. Rick asked how far the bottom of the slide is from the road. Mike thinks it is about 300 feet. Mike said he did not feel there is imminent danger of the road being covered. Mike showed a power point slide of the sewer project on Bingham Street and Chinook Street. The broken pipe has been replaced and on the opposite side of the street, near the parking area, the City has replaced 50 to 60 feet of sewer main. He thinks we will have more sewer main repairs to be made this summer. Another power point slide was of the Cassia Tank and the concrete pour that has been done. This is a two pour base slab.

Bob Graham spoke about the drone that was garnered to look at the slide on Cow Creek. He said it did not work well as the battery life was only 20 minutes and it was not long enough. Bob said the video screen being used by the operator was not working properly. There was not enough power to look down into the slide area and the guidance system did not work well. Mayor Sims said the drone from Homeland Security was not available so Welch Comer's drone was used. He said the drone has now been fixed and Welch Comer offered to let us use it again.

Mayor Sims said the economic development coordinator position has been advertised again. The urban renewal agency will meet next week and they will be discussing Shopko.

Connie Wells moved to add two late agenda items including the discussion of the Boundary Volunteer Ambulance lease agreement and carpet installation for upstairs City Hall. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Connie Wells moved to approve the consent agenda. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. The consent agenda contained the following: roll call; approval of accounts payable and payroll; approval of the Treasurer’s Report; and approval of the March 1, 2016 council meeting minutes.

Rick Alonzo moved to have the ordinance amending Title 11, Chapter 14 Sign Code by title only. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Attorney Andrakay Pluid read the title of the sign ordinance amendment.

Adam Arthur moved to have reading by title only of the ordinance amending Title 11, Chapter 2 Creating a Downtown District. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Attorney Andrakay Pluid read the title of the downtown district ordinance.

Mike Klaus said we have had several legal reviews and discussions with Idaho Forest Group regarding the extension agreement, and he recommended approval. Ron Smith moved to authorize the Mayor to sign the extension agreement with Idaho Forest Group. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus spoke to council regarding the utility billing computer that is needed. He explained how MVRS software and the operating system of our current computer for our meter reading is outdated, and we need to replace the computer. He said we will be able to get the new FCS system once we get the new computer. Tech Partner provided a quote for the new computer. Ron Smith moved to approve the purchase of a new computer for utility billing in the amount of \$4,290. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus spoke regarding the State surplus property auction in Lewiston. He said the City is planning to have an auction in the next month or so and estimates we will have enough money from our auction to purchase a used pickup at the State auction. Mike asked for permission to include an additional \$5,000 in case a vehicle is available. John Youngwirth has requested to be able to spend up to \$5,700 at the auction. Jimmy Dorhofer will also attend the auction with John. Ron Smith moved to authorize John Youngwirth and Jimmy to attend the auction in Lewiston and spend up to \$10,700. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Vic Watson asked for permission to advertise for an entry level officer to fill the vacancy left by Buddy Winters. Mayor Sims asked what Vic’s thoughts are on requiring POST certification. Vic said it is not required but certified is preferred. Rick Alonzo moved to authorize advertisement of an officer to fill the vacancy in the police department. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mayor Sims spoke regarding the affirmation of Bob Graham as incident commander. Bob has been doing this for many years. Bob Graham said the authorization for this comes from the Boundary County Emergency Operations Plan and he explained the process. He said it is more of a coordinating position than a bossing position. Rick Alonzo moved to reaffirm Bob Graham as incident commander for the City. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Mayor Sims thanked Bob for his service as it is a wonderful resource and we are lucky to have him.

Rick Alonzo said his brother in law, Tim Dillin, has heard that Pape is considering leaving the area and the John Deere dealership. Tim has contacted John Deere and Pape and has not gotten an answer about what is going on. Losing the dealership would be a blow to the farmers in our community. Rick told Tim that he would bring the issue before the council to see if they could possibly write a letter of support to keep the John Deere dealership here. Mayor Sims said he nor his family has any ownership interest in the property. Mayor Sims asked Attorney Andrakay Pluid what side boards could be put in such a letter. She responded that we should be conservative with the language and would say there was concern raised by members of the community regarding the dealership closing, and the City feels it is in the best interests to keep as much business in town as possible. Ron Smith expressed concern about loss of jobs. Mayor Sims said the City has a lot of John Deere equipment also. Vic Watson said one component of our letter should be the question about whether or not they are considering leaving Bonners Ferry, and if so, if there are any City services that we could address to help them. He said they had a rough winter with thefts during the winter months and the police department was not successful in solving this. Vic is hopeful this does not contribute to the problem. Mayor Sims will make some inquiries.

Mike Klaus explained the agreement with Eugene Water and Electric Board (EWEB). He said we have a 2009 temporary and emergency operations agreement between the City of Bonners Ferry, Bonneville Power Administration, Northern Lights, and EWEB. Mike said EWEB is selling to Smith Creek Hydro, LLC owned by Tollhouse Energy. The name will change from EWEB to Smith Creek Hydro, LLC but the agreement will remain the same. Mike is asking for authorization for the Mayor to sign the final form of the consent agreement. Adam Arthur moved to authorize the Mayor to sign the agreement with EWEB. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mayor Sims spoke regarding the agreement with Boundary Volunteer Ambulance (BVA) and asked Mike to go over issues. Mike said there have been some problems with the building use and he listed a few items such as parking, door usage, and access to the apparatus floor. He said there has also been some damage to the roof from people sitting in chairs on the roof, poking holes in the roof. Mike said the relationship between our fire department staff and BVA staff is not great as far as sharing the same area. Mayor Sims said he is a supporter of the ambulance and wanted to help them out when he heard they needed space to house their personnel. He said some of the incidents are minor and can be worked around but some may not be. He asked Pat if BVA’s presence in the building is compatible with the fire department. Pat said he originally thought it was a good idea as he favors joining EMS and fire. It worked well for quite a while and now that the paramedics are on board there seems to be an attitude problem. The deputy fire chief/street supervisor asked the paramedics to move their vehicles as they were parked in the wrong areas, and no action was taken, so he told them they would be towed if they did not move their vehicles as they were parked illegally. As a result of this, a threatening letter was received that the City may be sued if the vehicles were towed. Pat said there were folding chairs on the roof of the fire hall on the west end and they punched holes in the roof. There were also holes in the parapet near the hose tower. Pat is concerned about the roof damage, as it shows him there is disregard for the damage caused. Pat said some of the firemen are having problems with the paramedics accessing the apparatus floor. The door on the east end of the building has been left propped open with a rock, and they have been asked not to do this. Pat said there is an attitude problem, and the firemen are not happy about it. Pat said he thought the lease was a step in the right direction but it is not working. Jim Paulus said this issue came to him about a week ago. Jim was told by Jeff Lindsay that the door was broken so that is why it was left open and that it would cost about \$1800 to fix it. Jim met with Jeff regarding the lease privileges offered by the City and got assurance from him that whatever the City wants will be followed through with. Jim apologized and admitted that the paramedics are prima donnas. He also said he did not

know where the threatening letter came from. He said the ambulances have medications on them and they have to be available to the paramedics in case a call comes in. Jim said he needs to know what is requested to be done and they will follow the request.

Rick Alonzo asked who is going to pay for the roof repairs. Jim Paulus said the ambulance will pay for the damages. Ken Baker said the addendum was signed addressing the access issue. Ken has repaired the door and will get keys made and a drop box installed so the door will not be left open.

Jim Paulus said Ken has worked years to make BVA an ALS system. He explained the small office facility available at the extension office. Jim thanked the City for allowing them to use the fire hall for a sleeping facility. Mayor Sims asked what the long term goal is for BVA. Jim spoke of the Co-op property that was looked at previously but it cannot be used for a sleeping facility. Ken Baker said there is a three year agreement for BVA with the County. Ron Smith asked about their budget. Jim said they do have a budget and it is stretched to its limits. Ron said he encouraged the vote to have an ambulance district. He said he was in favor of having the lease at the fire hall but problems need to be worked out between BVA and the firemen. He also said he did not like the comments regarding suing the City if their vehicles had to be moved. Ken Baker said the vehicle question involved a Tahoe. Mayor Sims said the parking issue has been resolved. Ron asked about the access issue. Ken Baker explained that the stairwell doors are to be used by BVA and he is working with Mike Klaus to get this problem ironed out. Pat explained that they do not want BVA to access the apparatus floor area.

Mike Klaus asked how the space utilization upstairs is working out. Pat said the lease agreement is not being complied to. He spoke of the people that are using the space including family members and the hours of operation are not being followed. Pat said the upstairs space is used for training for the fire department.

Connie Wells thinks it is nice for the City and BVA to work together but if the rules are not being followed it is not in the best interests of the City to allow the lease. She said it is a privilege for BVA to be in the fire hall and they need to respect the rules. Attorney Andrakay Pluid said there is not good communication between BVA and the City. She said if there is an issue it takes a lot of effort to get things resolved. The City is in a bad spot as we should not have to have a lease addendum or act of council each time there is a problem. Communication is not being resolved between the parties.

Pat said as BVA has grown and operates in their new life support parameters, Ken Bakers involvement has changed. Jim said Ken was relieved of some of his duties as he is not trained as a paramedic. Medical Director Stu Willis suggested that a paramedic be head of the medical/clinic part of it. Ken is in charge of the administration. Jeff Lindsay, Chief Medical Officer, reports directly to the medical director. Ron Smith asked about the location of the ambulance and about emergency calls. Ken said the ambulance is at the extension office, and the paramedics use the fire hall for sleeping facilities if they live out of town.

Connie asked why people are coming to the fire hall for dinner if the hours are from 7:00 a.m. to 7:00 p.m. Jim Paulus did not know that families were not allowed. He spoke of other things that are being done as they don't have an office. Connie reiterated that those allowances are not part of the contract. Andrakay said the contract terms were prepared by BVA's attorney Brian Woods.

Rick Alonzo thought the agreement was a good thing when it was approved and said it was drawn up by the BVA attorney. Mayor Sims asked if the fire hall meets the needs of BVA if the contract is followed or if BVA has more needs. Jim said it does not as he would like to see the paramedics be able to use the facility more than 12 hours per day. Mayor Sims asked if the agreement is modified if it meets the fire

department's needs. Pat said the BVA operations people are stressed for space to operate at the level they need to operate. He said BVA is hugely better than it used to be as the level of care has improved immensely. That was the reason for helping out BVA. Pat said this has been painful and the people in the ivory tower need to suck it up and behave themselves.

Adam Arthur said the City spending time on landlord issues is a waste of time, and the City should not be landlords. He said we spent a considerable amount of time going over the agreement not long ago and now we are doing it again. He is concerned that this will continue.

Wanda Wilkerson, ER Nurse from the hospital, reiterated the improvement of ALS in our community and said it is needed. Jim Fritzsche said the parties need to talk, and if BVA is to continue that we need to meet regularly to work out issues. Jim Fritzsche realizes we are a poor town without a lot of assets, and we need to work together so we need to communicate if we are to continue. He thinks the landlord business is not the best for the City but it benefits the community. Rick said we need to communicate but it seems there is disregard for the City property.

Mayor Sims said one extreme is to terminate the agreement early, and the other end would be to work out the issues and make it work. Ron Smith said Jim Paulus needs to be a focal point with the fire chief to make this work. He said we cannot continue like we are now. He came into this meeting thinking the contract needs to go away. He is willing to work with BVA if Jim Paulus is an active participant. Mike Klaus said we need to set a date certain and he encouraged both sides to set a time and say this is it. Adam Arthur is not in favor of it going on and on. Connie would like to see us follow the rules in the agreement and if the agreement is not followed we need to send out a termination. Rick said the agreement needs to be addressed and followed.

Jim Paulus suggested that he and Pat meet weekly to discuss the contract. Jim would like to see more hours for building use rather than 7:00 a.m. to 7:00 p.m. Ron Smith would like to see Mike Klaus involved with the fire chief and BVA. Mike said he has a lot going on. Andrakay said the City Administrator should not have to be involved as the fire fighters and the BVA personnel should be working together. Mayor Sims said if we have to meet weekly there is a problem and it may not be working. Mike said it is unique that two organizations are sharing the same space. Rick said he thought it was a simple agreement as the space was to be used only for sleeping. Mike said if the groups are not under the same umbrella there is potential for conflict. If this continues we may need to pick a date certain and be done. Pat said the contract is a three year lease with a year by year approval and a 60 day exit clause. Rick thinks we should give BVA the opportunity to make things better and if it does not get better then the agreement will be terminated. Jim Paulus thanked council for their time and efforts.

Jim Paulus, Wanda Wilkerson, Pat Warkentin, and Ken Baker left the meeting.

Mike Klaus spoke regarding carpeting for the upstairs offices in City Hall. He is surprised about the price of the carpeting quote. Connie asked if we could get an additional quote. Mike will check into it. Andrakay said carpet tiles are longer lasting than carpet and pad. Mike spoke about replacing the carpet in the police department also and how tiles would be easier to manage due to the amount of equipment to be moved. Vic Watson asked about rehabilitating the hardwood floors. Mike said we spoke to the floor person about it and he thought it would be more expensive than carpet. Mayor Sims said he would like to see the more durable solution. Connie said the installation cost is very expensive. Kris said the installer said it would be a higher rate as he would be doing the work on the weekend. Mike will look into the price if the carpet were to be laid during regular hours. Rick Alonzo moved to approve the carpet quote for up to \$3,042. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

There being no further business, the meeting adjourned at 9:55 p.m.

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David Sims, Mayor

Attest:

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Kris Larson, City Clerk