

Mayor David Anderson called the regularly scheduled meeting of April 19, 2011 to order at 7:00 p.m. Present for the meeting were Mayor Anderson, Council President Chris Clark, Council Members Mike Klaus, Connie Wells, and Tom Mayo, Clerk Kris Larson, City Administrator Stephen Boorman, Assistant City Administrator David Sims, Police Chief Rick Alonzo, Fire Chief Pat Warkentin, Attorney Tim Wilson, and Economic Development Coordinator Mike Sloan. Also Present were Don James and Pete Wilson from Rod Bender's Car Club, Carol Graham from the Selkirk Loop, Lynn Pine, Roger Fraser, Jason Steffen, Ron and Kevin Frederickson from Frederickson's B.F. Garbage, Marcia Cossette, Barbara Hansen, Carolyn Testa, Jim Greenslitt, Stu Willis, Ken Baker, and Julie Golder from the Bonners Ferry Herald.

Marcia Cossette asked council about the use of a picnic table from the visitor center to be used during the Farmers Market. She said there is a cover for the table if they are allowed to use it. Mayor Anderson said he would have the City Manager get in touch with her.

Barbara Hansen from the Farmers Market spoke regarding banners on the light poles in the city parking lot for the Farmers Market season. She said she met with City Administrator Stephen Boorman and the city will have to put the banners up and take them down. The Farmers Market will pay the city for this service and next year it will be part of the Farmers Market fee.

Roger Fraser spoke regarding the fireworks displays and activities for the 4th of July. Roger said in previous years the city and county have provided liability insurance for the activities. He is asking approval for the 4th of July activities.

Don James from the Rod Benders Car Club said he is here for the car show and will be available for questions.

Jason Steffen said the Mountain Springs Church is requesting use of the city parking lot for the summer event and free concert they have planned. He said the event will not impact the Farmers Market and the Church will meet any police, EMS, or sanitation issues that arise.

Rick Alonzo gave the police report. There have been three drug paraphernalia charges, one fraudulent check case, one burglary, one theft, one trespass, four warrant arrests, one malicious injury to property, two agency assists, one possession of marijuana, and one carrying of a firearm without a permit.

Fire Chief Pat Warkentin gave the fire report. There was a natural gas leak in the Museum building during a meeting that was responded to. The fire department found a leak in a heating apparatus and Avista arrived and the gas was shut down. There was a gasoline leak at the small engine repair shop on the south hill that the fire department responded to also. Pat said the fire department is looking to help the Boundary County Ambulance when they respond to incidents in the city limits. Pat has spoken to the head dispatcher at the Sheriff's Office about the call schedule for the fire department if they are needed on an EMS call. Pat said there are five or six firemen that are willing to help on these incidents but only two firemen will be used per incident. The Boundary County Ambulance is short handed and the volunteers are overstressed and need help from other departments. Ken Baker said there were 759 calls last year for the Boundary County Ambulance. There are many injuries to the ambulance volunteers due to the heavy lifting. He said the Ambulance would get with the City Attorney to make sure the volunteers from the city are covered by insurance. Ken said the city police officers are used quite a bit if

they are available to respond. He said lifting and CPR are what is most often needed by the ambulance crews. Mayor Anderson said he is sympathetic to the Ambulance's plight but there are many logistics that have to be worked out. For example, he said there are three city employees that are also firemen and he does not want their jobs at the city to be neglected or have problems because they are not at their regular jobs. Previously there was a fear that the city would be responding to every call. He has many concerns but wants more specifics. Ken Baker said the Ambulance backs up every fire call in the city and the Ambulance needs assistance also. He said the two leading EMTs are firemen for the city. Ken said it is likely that the firemen responding would bring their personal vehicles. Mayor Anderson suggested that there be a meeting of city employees and Ken Baker and Pat Warkentin to get some of the particulars worked out.

Stephen Boorman said there was a mechanic that looked at the fire truck and we should have a quote soon for the repairs. He said unit one is running again. The steel tank has a 20 year life left and the roof trusses that have failed will probably be replaced without removing the existing trusses that are there. David Sims said we are getting close to having options for council to consider. Stephen said the sewer line from lift station three on Cody Street is being replaced in house this year. He said the line is full of tree roots.

Mike Sloan said the Kaniksu Health Center building is under construction and looks like it is going well. He said there is a meeting with Boundary County on Monday concerning a business in town that is looking to expand and possibly hire 60 people. Mike also said Sam Fodge is looking at a proposal of turning vegetable oil to diesel fuel and encouraged council to take a look at it. Mike said there are 20 tanks that hold 7,000 gallons and there will be the need to hire additional people there.

Mike Klaus gave a report on the Urban Renewal Agency (URA). He said the URA has met the last four Mondays and invited the group to attend the meetings at the visitor center. He said the main thrust and goal is to create job growth by partnering with businesses to put in infrastructure to facilitate their businesses. He spoke about the map being considered for the urban renewal district area to include the old Lantern property, the old mill site on Riverside, the sewer lagoon, and the Fodge mill site. He said the intent of the agency is to utilize incremental tax increases to promote infrastructure needs and this encourages growth. He said insurance is needed for the URA as well as attorney services. Mayor Anderson asked about the width of the shoe stringing. Mike said it is the width of the right of way and this is acceptable under the Idaho Code for urban renewal districts. Stephen Boorman said the money can only be spent in the urban renewal district so it is important to include street right of ways that include the utility lines and gave the example of the road improvement necessary on the Cow Creek Road. Chris Clark asked about the ceiling of property value for the urban renewal district. Mike said the number is ten percent of the assessed valuation of the city that is \$131 million and the maximum that can be included is about \$13 million. Mike Sloan commented that Boundary County requested we add a couple county owned parcels including the courthouse and the Riverside Park on the north side. Mike Klaus said the members of the urban renewal agency are Mike Klaus, Mike Sloan, Dave Walters, Jim Greenslitt, and Cal Russell.

Mike Klaus moved to add discussing and approving ICRMP insurance for the urban renewal agency as well as discussing and approval to hire an attorney for the urban renewal agency.

Chris Clark seconded the motion and it passed – Connie Wells “yes”, Tom Mayo “yes”, Chris Clark “yes”, Mike Klaus “yes”.

Connie Wells moved to approve the consent agenda. Tom Mayo seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”. The consent agenda contained the following: roll call; approval of accounts payable and payroll; approval of April 5, 2011 council meeting minutes and April 13, 2011 special council meeting minutes.

Tom Mayo said he was asked to join the Commissioners meeting on April 5, 2011 to discuss garbage issues. Tom said at the last joint city/county meeting Dan Dinning suggested alternating garbage/recycling routes at the city and wanted to know how this discussion was coming. Tom said Dan also commented that the city may be shut out of the landfill. Tom said there is still the possibility of unmanned sites in town. He said the county is not considering the impact of the city not allowing yard waste in city garbage pickups. Tom asked Ron Frederickson about the cost of a recycling route on a biweekly basis. Ron said he is waiting to see if the comingling recycling proposal was going to work. Tom asked what Ron’s thoughts were if there was a manned garbage site in the city. Ron said the comingling system is much simpler to operate than separate recyclables. Tom said the county is now projecting comingling to begin in June. Tom asked Ron’s opinion of a manned site at the fairgrounds. Ron asked who would be responsible for this. Tom said it would be the county and also asked if Ron has the dumpsters to do this. Ron said he does have dumpsters and it is simpler to have a recycle program if the recyclables are comingled. Mayor Anderson said he did promise Dan Dinning that he would talk about the every other week pickup for garbage. Ron said there are at least half the city customers that put out three cans of garbage per week. Ron said unless there is mandatory recycling or get good recycling participation, there will be too much garbage to go on an alternate route. Ron said he does not think the weekly garbage pickup should be messed with. Mike Klaus said this is the first thing the new council spoke about last year. He would like to see an unmanned site or two in the city. He said other cities have unmanned sites such as Kootenai County at the schools and he thinks we have missed out on an opportunity for recycling for the past year. Mayor Anderson said if the county will comingle then this might be the time to do it. Tom suggested looking for sites. David Sims asked who will empty the recycle bins. He said the county is reluctant to have unmanned sites. Tom said some of the Commissioners are not against it. Rick Alonzo asked what the manned site person does. Tom said the person does assist the elderly and is available if there are questions. Mike Klaus suggested using the vacant area in front of the Jr. High School. Mike Klaus said he is willing to meet with the Commissioners to seek an unmanned site for recycling. Council agreed. Ron and Kevin Frederickson left the meeting at 7:49 p.m.

Stephen spoke regarding the Farmers Market banners on the city light poles in the city parking lot. Stephen’s estimate would be about \$100 per year for putting up the banners and taking them down in the fall and said the city only wants the city crews to install and take down the banners. Mayor Anderson thinks the banners are great. Stephen said Barbara Hansen from the Farmers Market offered the brackets to be used by others after the Farmers Market banners are taken down. Chris Clark moved to allow the Farmers Market to use two light poles for their banners in the city parking lot for \$100 per year. Tom Mayo seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Chris Clark moved to co-sponsor the 4th of July fireworks event with Boundary County. Connie Wells seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Mike Klaus moved to approve the Rod Bender’s Car Show as a city sponsored event and approve the special event permit for June 4, 2011. Connie Wells seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”. Pete Wilson and Don James left the meeting at 7:53 p.m.

The summer event and free concert by the Mountain Springs Church scheduled for August 6, 2011 was discussed. Stephen said the parking lot being used has the best exposure in town and this means that it would have to be signed so people don’t park there. He said the large number of people, estimated to be over 2,000, will impact the businesses in town. Jason Steffen said there are a few items that need to be worked out before the date of the event and the Church will work with the Farmers Market. He said the event will be mutually beneficial. Connie Wells asked about parking. Jason said they plan to use the fairgrounds parking area and shuttle the people to town. Connie expressed concern about the location of the city parking lot not being big enough and thought the fairgrounds would work better. Jason said the city parking lot is the best venue as it has exposure from the highway but the fairgrounds would also work. The group discussed the All Class Reunion and the large number of people that attend. Rick Alonzo had concerns about the lawn and shrubbery in the city parking lot area. Jason said there will be stage built about the size of a flatbed truck that will need to be built prior to the day of the event and this should not impact the Farmers Market. Chris Clark expressed concern about the parking area for the Farmers Market. Jason said there would be approximately four parking spaces that would be used for the stage so these would not be available for the Farmers Market. There are several Church members that have experience with putting on these types of events. Tom Mayo asked about food vendors. Jason said the vendors would be on the west side of the parking lot and the businesses in town would be offered these vendor spaces first. He said there is a dinner break between 5:00-6:00 p.m. for families to have dinner. Tom said it seems that the fairgrounds would be a better location. Jason said it is exposure from the highway that is desired. Chris Clark suggested that the Church and the Farmers Market get together to discuss the use of the parking lot. He also expressed concern about the businesses downtown. Jason said the lack of parking spaces for the businesses will be overcome by the increased foot traffic. Connie expressed concern about the space needed for this large of an event. Jason said the parking lot is large enough to hold the 2,000 people anticipated as one person takes up a 10x10 square foot space. Mayor Anderson asked Jason to speak to the Farmers Market and the businesses downtown about the event. Jason said there are bands and dates that need to be set. Chris Clark said the council will give a decision at the first council meeting in May.

Julie Golder, Ken Baker, Pat Warkentin, and Barbara Hansen left the meeting at 8:08 p.m.

Mayor Anderson spoke about the space rental agreement for Selkirk Loop as the office for Selkirk Loop has moved out of city hall to a store front office location but storage space is still needed. Carol said the space anticipated is 125 square feet in city hall but she is looking at alternate locations for her storage. Stephen said city labor will not be used. Mike Klaus moved to allow Selkirk Loop to use 125 square feet in city hall for \$50 per month. Connie Wells seconded the motion. The motion passed, all in favor.

The special use permit for Bible Presbyterian Church at 6530 Washington was discussed. Connie said she drove by the location today and did not have an issue. Mike Klaus did not have any issues and asked what Planning and Zoning had to say. Planning and Zoning conditions were that the parking lot be developed and the building work needs to be complete before occupation, that the parking requirements be met, and there be minimum signage of a 3x4 sign on the building and if not on the building that the sign not block site distance in the intersection. Chris Clark moved to grant the special use permit for Bible Presbyterian Church with the recommendations of Planning and Zoning. Tom Mayo seconded the motion. Stephen Boorman said the sale of the property is still pending and the special use permit will be issued to the Church after the sale is complete. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

The Chapman Financial Services contract was discussed. Clerk Kris Larson explained that we currently have a contract with Chapman Financial Services for collections but we pay 40 percent for this service. There is State law that allows the city to add 33 percent on to an account that is turned over for collection. This 33 percent would pay for the collection fees charged by Chapman Financial. Chris Clark moved to authorize the Mayor to sign the contract with Chapman Financial Services. Connie wells seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Stephen said this is the annual contract with E.R. Balancing for mechanical testing and maintenance in the electric, water, and sewer departments and we will use E.R. Balancing Services for vibration testing at the power plant this fall. Chris Clark moved to authorize the Mayor to sign the contractor agreement with E.R. Balancing Services for mechanical testing and maintenance. Mike Klaus seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

David Sims said certain water tests, based on DEQ evaluation of our past testing history and risk, can be waived. A lot of it depends on how clean the water source is. He said our DEQ Representative has suggested that the city sign these testing waivers. Stephen said some of the waivers are for the frequency of the testing. Tom Mayo moved to authorize the Mayor to sign the water testing waivers. Connie Wells seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Chris Clark moved to adopt the recommendations from the Traffic Safety Committee for no parking on Bonner Street on half of the block west of Main Street and change the yield sign to a stop sign on Denver at Van Buren Street. Tom Mayo seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Mike Klaus said Darrell Kerby is the ICRMP Agent for the City of Bonners Ferry and he has recommended the errors and omissions policy for the urban renewal agency. Stephen said the urban renewal agency has been established and there is the complication of the urban renewal district not having any funds to pay the fees for the insurance so the city can pay this fee and then the city will be reimbursed after the urban renewal district funds are available. Chris Clark moved to take action for the city to establish insurance coverage for the urban renewal agency and include the reimbursement from the urban renewal district when funds are available. Tom Mayo seconded the motion. The motion passed - Mike Klaus “abstained”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Mike Klaus said the urban renewal agency chose Will Harrington to be their attorney. Mike estimates the fee of \$2,000 to \$5,000 this year for the attorney. Mike Sloan said there will be quite a bit of time in the beginning of the urban renewal district for review of documents. Stephen said the cost of Will Harrington will be \$125 per hour. Tim Wilson said the code allows for an attorney for the urban renewal agency. Connie Wells moved to hire an attorney for the urban renewal district with the cost to be reimbursed. Chris Clark seconded the motion. The motion passed – Mike Klaus “abstained”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Connie Wells moved at 8:28 p.m. to go into executive session per Idaho Code 67-2345 (1) (f). Tom Mayo seconded the motion. The motion passed – Mike Klaus “yes”, Chris Clark “yes”, Connie Wells “yes”, Tom Mayo “yes”. At 9:00 p.m. executive session ended. No action was taken.

There being no further business the meeting adjourned at 9:01 p.m.

David K. Anderson, Mayor

Attest:

Kris Larson, City Clerk