

Mayor David Anderson called the regularly scheduled meeting of May 18, 2010 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, Economic Development Coordinator Mike Sloan, Police Chief Rick Alonzo, Street Department Supervisor John Youngwirth, and Attorney Tim Wilson. Also present were Dave Gray, Marcia Cossette, Ken Wombacher, Rhonda Hamerslough, Carolyn Testa, Barbara Hanna, Dave Duarte, Toni Hackwith, and Carol Graham.

Dave Gray asked council to consider at monthly newsletter from the city to be sent out with the utility billing. He suggested topics such as sewer rates, ground water versus surface water, and treatment versus cost, notify of grant funding received, sewer lagoon update, and annexation.

Tim Wilson introduced Ken Wombacher to the group. Ken said his father was on council for several years and then became mayor 47 years ago.

Toni Hackwith, Auditor with Magnuson, McHugh and Company presented the fiscal year 2008 audit to council. She said the city is required to hire an independent auditor to audit the city each year and we are also required to have a single audit due to the amount of federal grant funding we receive. We have an unqualified clean report and according to Toni this is good. She went over the schedule of expenditures of federal awards. She said there was a management letter from the auditors recommending that the audit is completed within nine months of year end and we were not timely with the fiscal year 2008 audit preparation. The auditors are here this week working on the audit for fiscal year 2009 and it is anticipated to be done by June 30, 2010. Highlights of the 2008 fiscal year end we had \$485,000 in general fund balance. We should maintain the fund balance in the general fund at a minimum of five to 15 percent of operating revenues and in 2008 we had approximately 30 percent. She said the fiscal year 2009 fund balance is looking at about 14 percent and she encouraged us to build the fund balance back up again. We should have two months worth of expenditures in the fund balance. She said the sewer fund had a net decrease in cash of \$65,000 and for 2009 it is about \$100,000. She wanted council to be aware of these items. Mike Klaus asked about test work that the auditors do. Toni explained testing that is done by the auditors. Mike asked about receiving an electronic version of the worksheets.

Rick Alonzo said there was the mud bog last weekend and there was not much problem. Two malicious injury to property arrests, five warrant arrests, two petit theft charges, one shop lifting arrest, grand theft charge, two reportable crashes, five driving without privileges, two possession of marijuana charges, two possession of paraphernalia charges, two open doors at the high school and also one open door at the middle school, five curfew violations, two CPOR violations, one harassment complaint, two DUIs, one harassment charge, two agency assists, one emergency mental detention, and one case of money found.

John Youngwirth said there have been three fire odor calls and one small fire in front of Sandpiont Pediatrics.

Stephen said Vic Rae donated the grass seed for the pelton wheel project and Travis Liermann is going to replace the dead tree at the visitor center at no cost. Dick Larson replaced the sidewalk near Larson's on First Street. Stephen spoke of the meeting on May 26, 2010 at the fire hall for fire costs if there is a fire involving mutual aid departments. Stephen and Dan Rice will be speaking to the high school students tomorrow. He also informed council of the meeting with ITD tomorrow at the visitor center.

Mike Klaus moved to approve the consent agenda. Connie Wells seconded the motion. The motion passed, all in favor. The consent agenda included roll call and approval of accounts payable and payroll.

Carol Graham spoke to council regarding the sign for the visitor center. She said Dave and Tom Duarte, Dave Sims, Ginny Woodward, and Carol met to design the sign. She said the sign proposed is similar to the one at the Spokane International Airport. Dave Duarte and Carol handed out pictures of different signs to council to review. Carol said the Selkirk Loop garnered a grant for funding from Federal Highway funding. David said it is important to look at the water feature as the maintenance of the sign will be the city's responsibility after it is finished. Mayor Anderson asked about the location of the sign. Stephen said part of this came from the building of the visitor center as there is no sign other than the highway signs. The sign grew from the fact that the sign needed to be advertising the visitor center and museum and Bonners Ferry. Carol said the proposed location would be in front of the flag poles and they may possibly need to be moved back to accommodate the sign. Mike Sloan said the accommodation of the banners was looked at on either side of the sign. Mayor Anderson spoke of banners and the size needed for advertisement. He said visibility and rules need to be looked at as well as materials. Carol said different materials have been discussed and spoke of the old farmer/logger sign that was made of wood. Stephen said the farmer/logger sign failed at the ground level. John Youngwirth said from a maintenance side there is huge cost involved and it is forever. He said with the budget constraints that the city is facing he may not be able to maintain the structure to keep it looking nice. David said it would be helpful to have guidance from council as to whether a water feature should be included. Connie and Tom expressed concern over the maintenance of the water feature. Dave Duarte said there are pump costs as the pump would be two horse power; there would be weeding necessary; a concrete catch basin would be more expensive than a liner; there could be pump problems and there is also algae treatment needed. The water feature could be run throughout the winter but it could be drained if the city chose to do so. There is a 12 foot head and it will produce 160 gallons per minute. David Sims estimated the cost to be about \$500 per year in energy costs. The grant will pay for costs of materials for the sign. The sign should be lit for night time. Stephen said it will be between \$500 and \$1,000 for power for the sign per year. Connie asked if the grant funding could be held over if we did a portion one year and completed it the next year. Carol said the sign could be done in two phases.

It would be best to do it all at once according to Mike Klaus. David said they will come up with maintenance items and costs for the sign.

Connie asked about the signs for over the streets. Stephen said this came out of the Hudson Study for welcome signs over Main Street and Kootenai Street entrances to town.

Mike Sloan reported that the Community Review would be a continuation of the Hudson Study. He said this will be done this fall. He met with Idaho Rural Partnership today and the Community Review group will bring in 15 people. We will need to provide 15 additional people to work with this group to do the study. The study is scheduled for September 21, 22, 23. There will be meetings with the city and county. Responsibilities for the community will amount to about \$2,500 for in-town transportation and food must be provided. Mike said the Kootenai River Inn has a van and also the Restorium has a van that may be available for transportation. The categories to be looked at will be arts, history and recreation as well as economic development and infrastructure. There will be a meeting in August with the team members. The team members have not yet been selected.

Rhonda Hamerslough spoke to council about the Second Chance Animal Adoption contract. Mayor Anderson asked Tim Wilson if he had reviewed the contract. Tim said he has and he thinks the Second Chance can sell dog tags. He commented about the \$1.00 administration fee and said if a person does not want to pay the administration fee they can come to city hall to get the tag so there is no discrimination. We need to add "for any reason" for terminating the contract to paragraph 10. He said paragraph 11 concerning insurance "add for the term of the agreement" and said insurance certificates must be provided yearly. Second Chance will take over responsibility of the animal and this only refers to dogs because we don't take other animals. Paragraph 5 section b speaks to a relinquishment fee and we may want to consider this in our fee schedule. Rhonda said they already have this fee at Second Chance. Rick said we were trying to pay Second Chance up front for the \$8,000 annual fee but Stephen said we cannot do this due to the lending of credit clause in the constitution. It is best to pay after the month where the services were rendered. Tim said it is best to pay monthly. Rhonda said the reason they wanted the money up front was in case there was a large medical bill that comes in to Second Chance. Mayor Anderson asked about 5c regarding disposition of animals. Rick said if there is an injured animal that is picked up by the police it is taken to the veterinarian to be treated before it is taken to the pound. He said if there is an obvious problem with an animal they are taken to the veterinarian to be treated. Mayor Anderson asked Rhonda if she was comfortable with this paragraph. She said she feels comfortable. Mayor Anderson suggested that the police and Second Chance meet occasionally to go over issues. Rick said once an animal is dropped off at Second Chance it is required to keep the animal for five days as dictated by city ordinance. Rhonda spoke regarding the dog licenses. She said the board of Second Chance would prefer that either they sell the licenses or the city sell the licenses and if the city chooses to continue to sell licenses then Second Chance does not want to sell them. Rhonda said it would be beneficial to Second Chance to sell all the dog tags. Attorney Tim Wilson said the vendor fee

cannot be added unless the city also offers to sell the tags without the vendor fee. Council thanked Rick and Rhonda for their efforts. Rhonda said July 1st is the anticipated date for Second Chance to be up and operating. Rick said we need to hire a temporary employee for the month of June since our current employee will be on vacation. Rick said he has been keeping the county up to date with the city's timeline. He told the county that once Second Chance takes over the animal pound that county dogs will not be accepted by the city. The contract will be on the next council agenda.

Connie Wells moved to advertise for temporary animal pound caretaker. Tom Mayo seconded the motion. The motion passed, all in favor.

Tom Mayo moved to authorize Jock Johnson as a city volunteer. Connie Wells seconded the motion. The motion passed, all in favor.

Council reviewed a draft memo to Boundary County regarding landfill issues. Chris Clark suggested that we should add the unmanned sites suggestion to the memo. Containers were briefly discussed. Tom asked if there may be a possibility that a local metal worker could make one for less than \$10,000. Stephen was hesitant. He estimates the cost of unmanned sites to be about \$2,000 per month. Connie asked if the cost of curbside recycling was approximately \$3,000. Stephen agreed. The group briefly discussed the cost of manned sites. Mike Klaus suggested that the city does not feel that the constituency can support the cost of a curbside program. Chris thinks the body of the letter needs to mention that the city may be willing to participate in a waste stream study as well as the other recycling suggestions that the city has. Chris suggested a volunteer committee may want to man the recycle sites. Connie asked if we could possibly get the extra dumpster containers from the county before we go out to purchase containers as we do not know if the recycling program will work. David said if we have the recycle containers in a more public area it would be better than what we currently have. Tom said he too would like to see Connie's suggestion. Mike Klaus said he would like to see the county's recycle containers left all day for several days at Far North. Chris Clark would like to see the numbers for the containers in comparison to the curbside recycle program to get an idea of what the costs are before a final decision is made. David said if the city is interested in paying for a portion of the waste stream study then this should be included in the memo. Mayor Anderson thinks the draft letter may be a bit negative and suggested some changes. He said he would be willing to pursue an unmanned site in town but agrees with Connie that we should ask the county for containers for a trial basis. David Sims said we also need to consider the city versus county solid waste fees. He said Walt Kirby said he would consider the difference in the city/county solid waste fee. Chris Clark thinks we need to speak to the commissioners again. Mayor Anderson instructed staff to get permission for bins to be in the Safeway parking lot as well as possibly at the school. Mike Klaus said we could also ask the county to leave the recycle trailer at Far North for an extended time. Stephen said the Colburn transfer site is very particular about contaminants due to ground water issues and this could be a problem for the city residents.

Mayor Anderson said he will work with Stephen to write a letter to the county. Council thanked Stephen for his efforts.

Chris Clark moved to adopt Resolution 2010-06 transferring the cable television franchise from Windjammer to Country Cable. Connie Wells seconded the motion and it passed, all in favor.

The meeting adjourned at 8:39 p.m.

David K. Anderson, Mayor

Attest:

Kris Larson, City Clerk