

Mayor David Sims called the regularly scheduled council meeting of April 17, 2018 to order at 6:00 p.m. Present for the meeting were Mayor Sims, Council President Rick Alonzo, Council Members Valerie Thompson, Adam Arthur, and Ron Smith. Clerk Colleen Garrigan, City Engineer Mike Klaus, City Attorney Andrakay Pluid, Planner Lisa Ailport, and Fire Chief Dave Winey. Also present were Marcia Cossette, Jerry Higgs, Dave Gray, Marty Martinez, Mike Weland, Jessica Tingley, Jean Diel, Christine McNair, Michael Martinez, Travis Stolley, Jessica Stolley, Kyle Watts, Sherriff Dave Kramer, Brian Zimmerman, Dave Winn, LaDean Winn, Darrell Kerby, Amy Cederquist, Kevin Cederquist, Jacqueline Schneider, Chuck Newhouse, Josh Young, Mandy Young, Mandi Bateman, and Darlene Schneider.

Rick Alonzo made a motion to add a late agenda item to approve the appointment of Brian Zimmerman as the Police Chief for the City of Bonners Ferry. Adam Arthur seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mayor Sims said he would like to request appointment of Brian Zimmerman for the Police Chief position. Rick Alonzo made a motion to approve the appointment of Brian Zimmerman as the Police Chief of the City of Bonners Ferry. Valerie Thompson seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mayor Sims swore in Brian Zimmerman as the new Police Chief.

Michael Martinez, Travis Stolley, Jessica Stolley, Kyle Watts, Sherriff Dave Kramer, Brian Zimmerman, Amy Cederquist, Kevin Cederquist, Jacqueline Schneider, Dave Winn, LaDean Winn, Daryl Kerby, Chuck Newhouse, Josh Young, Mandy Young, Mandi Bateman, and Darlene Schneider left the meeting.

Guest Toni Hackwith with Anderson Bros. presented the audit for FY2017. The net change in fund balance for the General Fund was an increase of \$33,067 (\$22k was from the sale of city assets); the prior year had a decrease of \$85,519. Revenues increased \$45,513 over prior year (\$38,077 was intergovernmental revenues like liquor, state highway, and sales tax). Expenditures were \$1,379 less than prior year. The fund balance was \$390k in fund balance at the end of the year. Revenue streams are not consistent from month to month, because property taxes are received in July and January. Sales tax and liquor distributions are received quarterly. The Government Finance Officers Association recommends at a minimum, that governments maintain an unreserved fund balance in their general fund of no less than 5% -15% of regular general fund operating revenues, or no less than one to two months of regular general fund operating expenditures. The operating income was positive for all four funds. Electric Fund had a decrease in net position by \$147,983 due to depreciation of some newly acquired capital assets. Operating revenues were \$4.819m and operating expenses were \$4.811m. The Water Fund operating revenues were \$1,199,563 and operating expenses were \$992,593. The Sewer Fund operating revenues were \$739,740 and operating expenses were \$503,945.

Toni Hackwith left the meeting.

Fire Chief Dave Winey reported that they had one medical assist, one small fire and one accidental assist since the last meeting. He read an email from Mr. Mathers Northern Lakes Fire District regarding three City firemen that went to training. The email stated that all three men were the best disciplined, best communicators, and hardest working firefighters in the whole class.

City Administrator Mike Klaus said that the new phone system is scheduled to be installed on May 2<sup>nd</sup>.

City Planner Lisa Ailport said that there will be some logging done around the Moyie River Dam to cover \$66k in costs to redo the city swimming pool. There is some cedar on the west side that should be logged before it dies. The property on the east side hasn't had much management in the past, so it will be opened up for better timber management. Our Community Builders Grant application got to the top five, but we did not get the grant. We were encouraged to reapply in August.

Ron Smith did not have a SPOT update.

Valerie Thompson made a motion to approve the consent agenda. Rick Alonzo seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Adam Arthur made a motion to assign the city administrator as the Fair Housing Resource Officer. Rick Alonzo seconded. The motion passed, all in favor.

Valerie Thompson made a motion to assign the city administrator as 504/ADA Coordinator. Adam Arthur seconded. The motion passed, all in favor.

Ron Smith made a motion to authorize the mayor to sign the Grievance Procedure for the City of Bonners Ferry 2018. Rick Alonzo seconded. The motion passed, all in favor.

Rick Alonzo made a motion to authorize the Mayor to sign the “Policy Regarding Nondiscrimination on the basis of Disability.” Adam Arthur seconded. Roll call vote. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mayor Sims recommended the hiring of Lisa Ailport as our City Administrator. Rick Alonzo made a motion to approve the hiring of Lisa Ailport as the City Administrator at a salary of \$62,500 per year. Ron Smith seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

City Engineer Mike Klaus said that the new fax server will not have a monthly faxing fee and should pay for itself in two and a half years. Rick Alonzo made a motion to approve the quote for \$2,925 for the new fax server. Adam Arthur seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

City Engineer Mike Klaus said that we need to apply for water rights before we can proceed with drilling the well. The City is applying for one cubic foot per second, which is 448 gallons per minute. He is hoping to drill in June or July. Adam Arthur made a motion to authorize the Mayor to sign the water right application and fee. Valerie Thompson seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mayor Sims said that the City has talked about buying the Dakota Street property in the past, but the property was purchased at a tax deed sale, so the owner was unable to give us a warranted title. It will have to go through a quiet title. Andrakay Pluid said that it will take 3-6 months to go through the quiet title procedure, because there has been some issues in the past. There is a risk that something will come up during the quiet title. The zoning will remain residential after the sale. Rick Alonzo made a motion to purchase the Dakota street property for the sum of \$3,200. Valerie Thompson seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mike Klaus said that Lift Station five is located back behind Super One. Propane is the best fuel to use for this location. Valerie Thompson made a motion to authorize the purchase of the back-up generator for lift station five for up to \$20,000. Rick Alonzo seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Mayor Sims said that the Sewell contract will remain in effect, so they can finish the building permits that they have started and received the money for. Ron Smith made a motion to authorize the Mayor to sign the Building Code Service contract. Adam Arthur seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

In July of 2018, the Idaho Department of Environment Quality (IDEQ) will be given primacy by USEPA to implement the Idaho Pollution Discharge Elimination System (IPDES). The City is required to designate a certifying official who is authorized to be the “administrator” for the online IPDES E-Permitting System. Adam Arthur made a motion to authorize the city engineer to be designated as the authorized representative for IPDES. Valerie Thompson seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

Adjourned at 7:18pm.