

Mayor David Sims called the regularly scheduled council meeting of May 15, 2018 to order at 6:00 p.m. Present for the meeting were Mayor Sims, Council President Rick Alonzo, Council Members Ron Smith, Valerie Thompson, and Adam Arthur, Clerk Colleen Garrigan, City Administrator Lisa Ailport, and Fire Chief Dave Winey. Also present were Marcia Cossette, Jerry Higgs, Dave Gray, Karl Dye, Dennis Weed, Tess Rae, Carolyn Testa, Jessica Tingley, Denise Crichton, and Marty Martinez.

Tess Rae and Dennis Weed from the Boundary County Trails and Pedestrian Committee (9B Trails) presented the proposed bike pedestrian path to the county river park. They are working on a non-motorized public trail system that everyone can use. The new path will have lighting and will be ADA compliant. Union Pacific (UP) will need to give permission for use of the right-of-way. A fence will also need to be installed along the railroad, which will make it safer for everyone. The committee is also planning for a trail to the west, towards the beach by the sewer lagoons.

Fire Chief Dave Winey said there were 3 calls since the last meeting. A false alarm for a faulty smoke detector at a residence on Caribou Street, the garage fire on Jackson Street, and a furnace malfunction call on Lincoln Street. Rick said he responded to the Jackson Street fire and the fire fighters did a great job containing the fire and protecting the rest of the block.

City Administrator Lisa Ailport said the Kootenai River and the Moyie River have the potential to reach flood stage this Thursday or Friday. City Engineer Mike Klaus has the current emergency action plan and will enact the first tier if the river reaches flood stage.

BEDC Director Dennis Weed said that PAC is more than willing to invest in and purchase the Albertson's property. Dennis is hopeful that a price will be agreed upon in the next few weeks.

Lisa Ailport said there will be an open house for the bike/pedestrian and transportation plan May 31, 2018 from 4pm - 6pm. There will be a public service announcement in the paper.

Ron Smith did not have a SPOT update.

Rick Alonzo made a motion to add late agenda item to approve take home vehicle mileage exemption for the Chief of Police. Reason not on agenda: Issue came up after agenda was prepared. Reason for action: Action is needed before the next council meeting. Valerie Thompson seconded. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Valerie Thompson “yes”, Adam Arthur “yes”.

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

City Administrator Lisa Ailport said that the current policy has ten holidays, which equals 80 hours a year. When the holiday falls on an employee's regularly scheduled work day, the employee will receive 8 hours of holiday pay. When a holiday falls on the employee's

day off, the employee will have an alternate day off. Lisa Ailport proposed that employees have a choice to use vacation or personal time, work the two hours, or forego the two hours of pay. Rick Alonzo said that the federal system pays employees for 10 hours of their schedule is a condensed work schedule of 10 hours per day.

Rick Alonzo made a motion that when somebody is on a condensed schedule, if they are working ten hour shifts, when they take the holiday they get paid their ten hours of pay. Ron Smith seconded. Roll call vote: Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "No," Adam Arthur, "No," Mayor Sims, "No".

Adam Arthur made a motion that we have an eight hour a day work week on holiday weeks, and that holiday pay will be 8 hours. Valerie Thompson seconded. Ron asked if the employee usually works four, ten hour days, will the employees work five, eight hour days. Adam said they will work four, eight hour days and receive eight hours of holiday pay. Lisa Ailport said that she had spoken with the supervisors, and they prefer to give the employees a choice as she had in her memo. Roll call vote: Ron Smith, "No," Rick Alonzo, "No," Valerie Thompson, "No," Adam Arthur, "No".

Adam Arthur made a motion to adopt the holiday pay scheduled as written out in Lisa's memo. Ron Smith seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "No," Valerie Thompson, "Yes," Adam Arthur, "Yes." Lisa's memo: 1. Holidays – Occurring on an Employee's Regularly Scheduled Workday: When a paid holiday falls on an employee's regularly scheduled workday, the employee will be paid eight hours holiday pay. If the typical regularly scheduled workday is more than holiday paid hours, the employee may: Elect to use either vacation, personal time off or compensatory time earned to make up for the time in excess of the 8 hours that the employee was scheduled to work; or Elect to forego compensation for the difference; or Pending Department Head approval, an employee may work additional hours during the same pay period as the holiday to make up for any loss of hours. 2. Holidays – Occurring on an Employee's Regularly Scheduled: When a paid holiday falls on an employee's regularly scheduled day off, the employee will be paid eight hours holiday pay and be given an alternate 8 hour day off during the same pay period as the holiday. If the typical regularly scheduled workday is more than holiday paid hours, the employee may; Elect to use either vacation, personal time off or compensatory time earned to make up for the time in excess of the 8 hours that the employee was originally scheduled to work; or Elect to forego compensation for the difference; or Pending Department Head approval, an employee may work additional hours during the same designated pay period as the holiday, in lieu of using accrued leave.

Mayor Sims said the City portion of the County park just north of the Kootenai River was included in the Urban Renewal District (URD) for the purpose of helping fund a path to the park or park improvements. John O'Connor approach the Urban Renewal District regarding improvement costs. He will give the URD cost estimates and is hopeful the URD will be able to help fund the project. David wants staff to work with the 9B Trail committee to determine the best route and material for the path. Dennis said the 9B Trail committee has applied for grant money as well as Urban Renewal money and there are several different avenues to pay for the improvements. Ron Smith made a motion that Staff and City Council support the path project. Valerie Thompson seconded. The motion passed all in favor.

Tess Rae left the meeting.

Mayor Sims stated that the City has tried to get a fiber system since 2007. Since there is not a fiber link between Bonners Ferry and Sandpoint, that added about a million dollars to the cost. Ting is building a network in Sandpoint. Fat Beam will bring a mid-mile line through Bonners Ferry that will go all the way to the Canadian border. Karl Dye said the mid-mile connection is important to provide the bandwidth the school district needs it is also an important step for the City. Mayor Sims said the next step is how to fund the project. He said Ammon, Idaho uses an Opt-In Local Improvement District (LID) to fund their system. Karl Dye said it is important for the City to consider this for the long term benefits for its residents. Mayor Sims said that inexpensive internet access is one of the factors people consider when deciding where to live.

Police Chief Brian Zimmerman joined the meeting.

Valerie Thompson made a motion to contract with Karl Dye to assess the feasibility of a city fiber network and to provide a path forward to construct and operate the network for the lump sum payment of \$10,000. Rick Alonzo seconded. Lisa Ailport said that ICRMP needs to review the contract. Valerie Thompson amended the motion to include final legal reviews. Rick Alonzo seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Karl Dye left the meeting.

City Administrator Lisa Ailport said the BOCO Back Pack program sends food home with the kids during the school year. They are requesting \$2,500 a year for a two year period due to the increase cost of food. This a program that meets the objectives for funding through the High 5 grant. The University of Idaho is requesting \$2,500 to teach healthy cooking classes. This program also meets the objectives for the funding through the High 5 grant. Val asked if the summer 4-H program is dependent on this funding. Lisa said if the 4-H program does not receive funding from the High 5 grant, they may look elsewhere for funding. Ron asked how much money was originally in the High 5 grant. Mayor Sims said \$250,000. Rick Alonzo made a motion to approve the High 5 funding request for the BOCO Backpack program for \$5,000 and The University of Idaho—Summer 4-H program for \$2,500. Valerie Thompson seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Mayor Sims said that the EDC needs permanent office space. The Visitor's Center has some space that could be used with some modifications. A window will need to be removed and replaced with a door. A concrete path will need to be made to the door, and a tree will need to be removed. The matching door would cost about \$4,750. Total materials costs will be approximately \$6,000. Since the Visitor's Center is in the Urban Renewal District, Mayor Sims wants to request the Urban Renewal Agency pay for the modifications and labor for the project. Rick Alonzo made a motion to approve the Visitor's Center office space and that we send a letter to the Urban Renewal Board to cover the cost associated with that. Adam Arthur seconded. The motion passed with all in favor.

City Administrator Lisa Ailport is requesting \$700 to send one of the lifeguards to the Water Safety Instruction (WSI) Certification. Mayor Sims explained the WSI certification is necessary for the City to offer swimming lessons. Valerie Thompson made a motion to

provide the lifeguard the Water Safety Instruction certification necessary with travel and accommodations and training costs for a total of \$700. Adam Arthur seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Mayor Sims said that the police department went from seven officers to six officers last year which makes scheduling difficult when an officer wants to use vacation or personal time or leaves City employment. Mayor Sims said the question is if we want to authorize the hire of a seventh officer. Police Chief Brian Zimmerman said the liability of not having properly trained officers is tremendous. Ron asked how many officers we have now. Brian said we currently have five. It is very difficult to send officers to training when there are only five officers on staff. There is a conditional offer pending approval of the background check and polygraph. All that is needed for the new officer is field training, which will be complete by the end of summer. There is also a possible candidate for the seventh position. Valerie Thompson made a motion to prioritize a seventh officer on our Bonners Ferry Police department in the next budget cycle. Rick Alonzo seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Police Chief Zimmerman gave an update for the Police department and said that he spent a couple hours at the high school with School Resource Officer, Michael Martinez. Brian was very impressed with how Michael interacted with the students. All of the officers are very committed to the police department.

Mayor Sims said there is still some work needed on the billing policy and he would like to table it for the next meeting. Rick Alonzo made a motion to table it. Valerie Thompson seconded. The motion passed with all in favor.

Rick Alonzo made a motion to approve the leave extension for Sgt. Cowell for a year. Ron Smith seconded. Motion passed with all in favor.

City Administrator Lisa Ailport is requesting approval to advertise for a Part-Time City Planner. She said it is important to have someone physically located here. Adam Arthur asked how many hours we will need to contract with Ruen-Yeager for a year. Lisa Ailport said that 11 hours from Ruen-Yeager costs the same as a 24 hours internally. Lisa said long-range planning is usually not a priority when work is contracting. Val asked what are the least amount of hours needed a week for a planner. Lisa said 24 hours. Mayor Sims said that he would like to see this position advertised. Ron Smith said the job description should be adopted before approving advertising. Mayor Sims said it can be part of the motion. Adam Arthur made a motion to approve advertisement for a planner position using the way it was written out as a job description; advertising the planning position in the range of \$18-\$25 per hour depending on experience and provide similar benefit coverage. Ron Smith seconded. Motion passed with all in favor.

Ron Smith made a motion to approve Memorial Day Parade Volunteers Ken Irons and Ray Harris. Rick Alonzo seconded. The motion passed with all in favor.

Fire Chief Dave Winey said that Eric Wasescha would like to be a totally volunteer firefighter. He does not want to receive any compensation for his time. Valerie Thompson made a motion to approve volunteer firefighter Eric Wasescha to work on an intermittent basis as a volunteer. Ron Smith seconded. Motion passed with all in favor.

City Administrator Lisa Ailport filled in for Mike Klaus. She said Mike Klaus has been working on a timber sale on both sides of the Moyie River. The timber sale includes three areas. One area is a result of poor management and the cedars are dying on the west side of the Moyie River. The logging on the east side of the Moyie River will provide for future logging opportunities. The timber sale funds will be used to support the capital expenses at the pool. Valerie Thompson made motion to authorize Mike Klaus to advertise a timber sale to complete the logging of marked timber on the property adjacent to the Moyie River near the Hydro Facility. Adam seconded. Motion passed with all in favor.

City Administrator Lisa Ailport said the County is asking that we sign an amended plat, since it is in our Area of City Impact. Ron asked if this is just a lot line adjustment. Lisa said it is the formulation of a new plat, because it is the taking of land outside of the original platted area. Ron Smith made a motion to authorize the Mayor to sign the amended plat for North Ridge Estates. Adam Arthur seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Mayor Sims said that the sewer bridge project is underway and this is the first pay request. PAC reviews the pay request and then recommends payment. Adam Arthur made a motion to authorize the Mayor to sign pay request number one for the sewer bridge project. Valerie Thompson seconded. The motion passed, Ron Smith, "Yes," Rick Alonzo, "Yes," Valerie Thompson, "Yes," Adam Arthur, "Yes."

Rick Alonzo would like the Police Chief to be exempt from the take home mileage policy, since he needs to be available 24/7/365. Valerie Thompson made a motion to approve a take home vehicle mileage exemption for the Chief of Police. Rick Alonzo seconded. Motion passed with all in favor.

Adjourned at 7:55 pm