

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
May 21, 2019  
6:00 pm**

Mayor David Sims called the Council meeting of May 21, 2019 to order at 6:00 pm. Present for the meeting were: Council President Rick Alonzo, Council Members Adam Arthur, Valerie Thompson and Ron Smith. Also present were: City Administrator Lisa Ailport, City Engineer Mike Klaus, Police Chief Brian Zimmerman, Fire Chief Dave Winey, Economic Development Coordinator Dennis Weed, and Billing Clerk Jean Diel. Members of the public present were: Toni Hackwood, Jessica Tingley, Eric Lederhos, Marciavee Cossette, Denise Crichton, Jerry Higgs, Valerie Surprenant, Matt Surprenant, Julie Williams, Ralph Lotspeich and Marty Martinez.

**PLEDGE OF ALLEGIANCE**

**GUEST**

Fiscal Year 2018 Audit Presentation by Anderson Bros. CPA

Toni Hackwood presented the audit. The Government Finance Officers Association (GFOA) recommends that governments maintain an unreserved fund balance in the general fund of no less than five to fifteen percent and the City has 27 percent. The GFOA also recommends no less than 30 – 60 days of operating expenses in the general fund and the City has 93 days of operating expenses in the general fund. All of the proprietary funds (Electric, Water and Sewer) had a positive operating income.

**PUBLIC COMMENTS**

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

Jerry Higgs said the new utility bills do not state where the bill is from on the top part of the bill. He thinks this could be a problem for some people.

**REPORTS**

Police Chief Brian Zimmerman said there was a Law Enforcement Memorial ceremony at the Armory on Thursday. On Friday, there was a Use of Force training, taught by the Ada County Sheriff's Special Attorney.

City Administrator Lisa Ailport said a \$10,000 grant was received from Innovia for the capital expenses for the splash pad. Lisa said it is a struggle to find certification classes for lifeguards. There are three returning lifeguards and she has interviews scheduled for new lifeguards. All departments have been working hard this spring and all of the projects are going well.

Mayor Sims said the Forest Service is planning a major project in the Caribou Creek, Snow Creek and Myrtle Creek drainages. Mike and Lisa will attend the meetings to stay informed about the project. Mayor Sims said the right-of-way deeds have been recorded for the Wilson Street to Solomon Street project.

City Engineer Mike Klaus said the fencing around the pool will be installed this week. A new impellor was installed and the skimmer system was tested and works well. Mike said the main patio work at the golf course has been done. A new landing was poured today and the steps will be poured this week. The new handrail will be installed after all the concrete has been poured. Mike said the silt removal project is removing between 900 – 1,000 yards per day.

Economic Development Coordinator, Dennis Weed said the Visitor's Center is ready for the summer travelers. Ron Smith asked if the former Pape building is full. Dennis said it is. Ron asked about the gas station across the street. Dennis said the owners were looking for a manager. Dennis will call them and ask if they have a projected date for opening. Rick asked if there is something going on with the former Quality Farm property. Dennis said he will contact Chuck Fox for information.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll

### 3. Approval of the May 7, 2019 Council meeting minutes

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

### **OLD BUSINESS**

#### 4. Golf – Consider Renewal of Toro Irrigation Support Plan (attachment) {action item}

Ralph said the current plan is the NSN On-Call. Ralph is recommending the Essentials Plan. Adam asked how long we will have this program. Ralph said it will be at least ten years. Rick moved to approve the Essential Plan for sixty months, pending legal review. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

### **NEW BUSINESS**

#### 5. Electric – Consider Approval for Staff to Apply for Department of Environmental Quality Grant for Electric Charging Stations(attachment) {action item}

Mayor Sims said this grant is a result of the Volkswagen diesel settlement. In Idaho the money went to the Department of Environmental Quality (DEQ). Highway 95 was one of the approved highways in Idaho. Lisa said Charge Point is the company that she would like to work with. The grant provides for capital expenses and five year operation and maintenance costs. Mayor Sims said it will be DC fast charging stations. The City will be able to set the amount for the charging station. Mayor Sims said the closest DC charge stations are Creston and Spokane. Rick asked if Sandpoint is considering this also. Lisa said Sandpoint has AC charge stations. Ron asked if there will be any cost to the City to install the charging stations. Mayor Sims said the City will be responsible for getting power to the charging stations. The location for the charging station will be in the City parking lot near the Visitor's Center. Valerie Thompson moved to approve for staff to apply for the Department of Environmental Quality grant for an electric charging station. Rick Alonzo seconded the motion. The motion passed with all in favor.

#### 6. City – Consider Right-Of-Way Transfer to Idaho Transportation Department for Highway 95 Project (attachment) {action item}

Lisa said there are slivers of land that the Idaho Transportation Department (ITD) needs to acquire to continue with the highway project. Lisa said there are two parts to this process. The first is a donation letter, the second is to authorize the transfer through a quit claim deed. Adam Arthur moved to authorize the Mayor to transfer by quit claim deed and sign the donation letter. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

#### 7. City – Consider Traffic Safety Recommendations (attachment) {action item}

Lisa said the Traffic Safety Committee met last week. The first area of concern is the pedestrian crossing on Riverside Street near the Search and Rescue Building. The County is going to move the over flow parking area farther West and is requesting the signs and striping for the crosswalk be moved farther West to coordinate with the parking area. Rick Alonzo moved to move the existing warning signs and paint the crossing once the pathways are constructed by the County. Adam Arthur seconded the motion. The motion passed with all in favor.

The second area of concern is the parking along Madison Street, between Highway 95 and Fresno Street. Madison Street is not wide enough, and does not have a shoulder to allow for any parking. When people are parking on Madison Street the traffic has to drive in the wrong lane of traffic and there could be an accident. The Traffic Safety Committee recommends placing No Parking signs on Madison Street from Highway 95 to

Fresno Street. Ron Smith moved to have staff install No Parking signs on both sides of Madison Street from Highway 95 to Fresno Street. Valerie Thompson seconded the motion. The motion passed with all in favor.

The third area of concern is the mailboxes on Madison Street near Highway 95. The issue is when people are checking their mail, which causes a stacking issue. The Traffic Safety Committee recommends moving the mailboxes on Madison Street to a safer place. Rick Alonzo moved for staff to meet with the postal service to ask for a new location, probably on Washington Street for the mailboxes currently on Madison Street. Ron Smith seconded the motion. The motion passed with all in favor.

8. Electric – Consider Approval of Change Order Request #2 from Knight Construction for the Silt Removal Project (attachment) {action item}

Mike said Knight Construction is removing 800 – 1,000 yards of silt per day. The original bid was for 7,000 cubic yards equaling \$292,719.00. Change order #1 was for an additional 4,000 yards at \$25.00 per yard equaling \$100,000. This change order is for an additional 8,000 yards at \$25.00 per yard totaling \$200,000. Valerie asked if it will make it easier to repair the penstock. Mike said Dave Knight has offered to reduce the per yard cost to \$20.00 for anything over the additional 8,000 yards. Adam asked if there is a turbidity standard during the time the lower outlet valve will be opened to allow the silt to flow downstream. Mike said he does not know of any, but there is a flow standard. The water must be overflowing the spillway at 2,000 cubic feet per second. Valerie Thompson moved to approve change order #2 for the amount of \$240,000. The first 8,000 yards at \$25.00 per yard and the next 2,000 yards at \$20.00 per yard. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

9. Police – Consider Waiving Section 13, A1 of the Vehicle Use Policy for Take Home Vehicles for Officers (attachment) {action item}

Brian Zimmerman said when he started an officer was allowed to take the patrol vehicle home if they lived within 5 miles of the City limits. One of the officers live 7.4 miles outside of the City limits. When Brian was researching the policy it was discovered that there is not anything in writing that mentions the 5 mile allowable limit. Brian is requesting a 10 mile allowable limit, excluding the Chief, since Council recommended the Chief be allowed a take home vehicle no matter where he lives in the County. Rick moved to change the Vehicle Use Policy Section 13 A1 to allow all officers that reside within 10 road miles of the City limits to use their patrol vehicle to travel to and from the City for work. Ron Smith seconded the motion. The motion passed with all in favor.

10. City – Consider Authorizing the Mayor to Sign the Economic Development Grant Match Letter (attachment) {action item}

Dennis said this is the same amount as last year. Mayor Sims asked about the in-kind amount. Dennis said he will add the in-kind amount of \$4,400 for the office space. Ron asked how much the other entities donate. Dennis said the Kootenai Tribe of Idaho donates \$4,000, Boundary County donates \$8,000, and The City of Moyie Springs donates \$2,500. Ron Smith moved to authorize the Mayor to sign the economic development grant match letter. Rick Alonzo seconded the motion. The motion passed with all in favor.

**ADJOURNMENT**

The meeting adjourned at 7:16 pm

**Information**

11. Letter from the City of Moyie Springs regarding property lease