

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
May 7, 2019  
6:00 pm**

Mayor David Sims called the Council meeting of May 7, 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 Clerk/Treasurer Christine McNair. Members of the public present were: Jessica Tingley, Mike Stevens, Carol Odmark, Gary Anderson, Dick Staples, Jerry Higgs, Dave Gray, Eric Lederhos, Valerie Surprenant, Matt Surprenant, Julie Williams, Ralph Lotspeich, Marty Martinez and Steve Howlett .

**PLEDGE OF ALLEGIANCE**

**GUEST**

**PUBLIC COMMENTS**

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

**PUBLIC HEARING**

Golf Course Fee Increases

Mayor Sims opened the public hearing at 6:01 pm.

Lisa Ailport presented the draft fees. The hearing is for new fees or an increase of current fees greater than five percent. Lisa said the current rate is including tax, the increase is six percent to add tax to the current rate. The cart shed fees were increased. Mayor Sims said Council can adopt the fees as presented or at a lower rate. Ron asked if the people purchasing a season pass will now be paying the sales tax. Lisa said they will, in the past the City has deducted the sales tax from the fee collected. Valerie said the topic of using the punch card toward the season pass purchase was not addressed. Lisa said an individual purchased an eighteen-hole punch card and then wanted to use that price towards a season pass. Lisa advised Ralph to stop doing that, since it had not been memorialized. Valerie asked if it is possible to do that tonight. Mayor Sims said it will be a new fee, which will require another public hearing. Ron asked if Ralph was included in the fee schedule preparation. Lisa said Ralph was included in the workshop.

Mayor Sims opened the public comment portion at 6:14pm. Dick Staples said that the rate increases were discussed at a Golf Committee meeting last summer. The recommendations made by the Golf Committee were higher than what has been proposed. Dick Staples feels that customers will be more receptive to even dollar amounts. Dick Staples said if the rates were increased like the Golf Committee recommended, the revenue will increase approximately \$9,800 based on last years' play. Ralph said he feels the green fee rate increases will be easily accepted. Dick Staples asked if this will be retroactive. Mayor Sims said it will be going forward this year. Valerie asked if the rates will increase for people who have scheduled a tournament. Ralph said he does not feel it is good business to change the rates during the season. Julie said there is a tournament that is scheduled for the end of the month and she feels it would not be a good idea since they have already published the rates. Steve Howlett said he feels there will be backlash raising the rates during the season. Dick Staples said the rates should be set for the following season not this season. Rick asked if people usually pay with cash or card. Ralph said daily rates are more cash, while season passes and punch cards are cards. Dick Staples suggested waiting until later in the season and increase the rates more. Valerie asked if the rates were made an even dollar amount now, can the rates be adjusted at the end of the season. Mayor Sims said that is a good idea. Rick recommends even dollar amounts (\$1.00) or half dollar amounts (\$.50). Valerie wants to include the discount card to a season pass in future discussions. Mayor Sims asked if anyone had any thoughts about the season pass fees. Rick said to make the season pass increases effective June 1, 2019. Valerie asked if it possible to keep the rates the same for the tournament that is scheduled for May 28, 2019. Mayor Sims said for that tournament it is. Mayor Sims asked Julie and Lisa to work together on scenarios before the next meeting. Adam said the rates should be considered by September. Steve Howlett asked about rain delay or rain checks. Mayor Sims said that is one of the scenarios that needs to be discussed. Dick Staples said the new patio is great. Mayor Sims closed the hearing at 6:38 pm

## **REPORTS**

Fire Chief Dave Winey said the fire department participated in the mock crash. He feels it went well.

City Administrator Lisa Ailport gave an update on the project list from last fall. Developing a mapping program for the utilities, wench repair at the Moyie dam is almost complete, replacing the light bulbs in City building with LED bulbs, the pool renovation is very near completion, the drainage for tee box four has been completed. Gateway entry sign will be completed tomorrow. The golf course patio is currently in process. Lisa presented the engineering award for the sewer force main bridge project. The head lifeguard position has been filled and we are still taking applications for lifeguards.

City Engineer Mike Klaus said the inflows and outflows for the Libby dam will be about the same until they increase the outflow to 18,000 cubic feet per second for the sturgeon release. The peak flows for the river level should be approximately eight feet below flood stage through June. Agency approval was received to extend the silt removal project until the end of May. Ron asked how often the silt will have to be removed. Mike said maybe every five-ten years. The turbidity levels have been within the Department of Environmental Quality's (DEQ) levels. This may help with the license renewal. Adam asked what the estimated percentage of removal will be. Mike said the silt has been removed down to 60 feet below the top of the spillway, making the lower outlet valve accessible. Mike thinks there should be 11,000 cubic yards removed.

Economic Development Coordinator Dennis Weed said next year's grant application is due May 24, 2019. He encouraged everyone to go to the visitor's center, it looks really good for all the visitors. There are new owners for the Northside Bed & Breakfast. Far North Coffee Lodge is now open.

Mayor Sims said Bonners Ferry will be Capital for a day on May 30, 2019.

## **CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the April 16, 2019 Council meeting minutes, April 25, 2019 Special Council meeting minutes, April 29, 2019 Special 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**

### **NEW BUSINESS**

4. Golf – Adopt Resolution 2019-05-07 for Golf Fees (attachment) {action item}

Rick moved to increase the golf fees as outlined with amendments: Season Pass fees effective June 1, 2019, Golf Shed fees Buildings A and B \$212.00, Building C \$265.00 fees effective, June 1, 2019. Nine hole discount card \$171.50, nine hole green fees weekday \$19.00, nine hole green fees weekend and holidays \$21.00, 18-hole green fees weekday \$26.50, 18-hole green fees weekend and holidays \$28.50, nine hole green fees junior \$5.00, 18-hole green fees junior \$9.50, cart trail fee \$5.00. Lisa asked if the \* regarding the tax will be removed. Mayor Sims said yes. The tournament scheduled for May 28, 2019 will stay the previous rates. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

5. Electric – Consider Bonneville Power Administration Contract Amendment (attachment) {action item}

Mike said the only change is for a name change for Smith Creek Hydro. Adam Arthur moved to approve the Mayor to sign the Bonneville Power Administration contract amendment. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

6. Electric – Consider Approval of Change Order Request #1 from Knight Construction for the Silt Removal Project (attachment) {action item}

Mike said this is a change order for an extension of the project. Rick said if there is still silt to be removed and there is still time available, we need to do as much as possible. Adam asked how the hauling road is holding up. Mike said the road is in good shape. Valerie Thompson moved to approve change order #1 to authorize the Mayor to sign the associated paperwork for the contractor extension until May 31, 2019 at \$100,000 additional costs. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

7. Electric – Consider Approval of Pay Request #1 from Knight Construction for the Silt Removal Project (attachment) {action item}

Mike said he received the pay request today. Mobilization \$92,000, silt and debris dredging \$25.00 per yard. Turbidity monitoring \$20,000. 70% of mobilization fee which is \$65,000 and 7,000 yards of removal and 60% of the turbidity monitoring which is \$12,000. The total pay request is \$252,043.30. Mike recommends payment upon signature of contractor in the amount of \$239,441.14. Ron asked why there is a difference in the pay amount. Mike said there is a five percent retainage fee, in case there is a problem. Ron Smith moved to approve pay request #1 for Knight Construction for the silt removal project in the amount of \$239,441.14 upon signature of the contractor. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

8. Pool – Consider Approval of Pay Request #3 from BF Builders for the Pool Reconstruction Project (attachment) {action item}

Mike said BF Builders is 100 % complete with their part of the pool reconstruction project. Mike recommends a payment of \$28,441.10. Adam Arthur moved to approved pay request #3 from BF Builders for the pool reconstruction project in the amount of \$28,441.10. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

9. Pool – Consider Approval of Pay Request #9 from Panhandle Area Council for the Pool Reconstruction Project (attachment) {action item}

Mike said this is request for administrative fees and reimbursement to the City for pay request #2. Rick Alonzo moved to approve pay request #9 from Panhandle Area Council for the pool reconstruction project for \$62,297.00. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

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

Ralph said this is for tech support for the irrigation system. Last year the irrigation system was having issues and Toro sent a new computer that arrived the next day. Ralph said he calls Toro about 12 times a year. Ron asked if this will take care of the water problems at the golf course. Ralph said this does not. The water problems have been reduced with the installation of the variable frequency pump. Lisa asked if this plan includes hardware replacement. Ralph said the computer was still under warranty. Lisa said this plan is only for tech support. Adam said it may be a good idea to get a more extensive plan. Mayor Sims asked when the current plan expires. Ralph said the end of May. Adam wants to know how old the current computer is, if the computer is still under warranty and what the replacement cost is. Ralph said he will call and find out. The item was tabled until the next meeting.

11. City – Consider Proposal from Northwest Elevator and Authorize the Mayor to Sign the Contract Pending Legal Review (attachment) {action item}

Lisa said the prior contract was with Otis Elevator. City attorney reviewed the contract and determined that it was not a valid contract, therefore the contract was cancelled. Rick asked if there is a counter on the elevator. Mayor Sims thinks there is. Lisa recommends using Northwest Elevator for the rest of the year. Mayor Sims said it is a good idea to use Northwest Elevator with the semi-annual maintenance. Valerie Thompson moved to create a contract with Northwest Elevators for a one year, semi-annual maintenance agreement in the amount of \$600, upon review by legal counsel. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

12. City – Consider Approval of Safety Directive Policy (attachment) {action item}

Lisa said there is a possibility to create a safety policy. State Insurance Fund said they will provide training if this policy is adopted. Ron Smith moved to approve Valerie Thompson seconded the motion. The motion passed with all in favor.

13. City – Consider Approval of High 5 Expenditures for High School Bike Racks, BOCO Backpacks and Little Free Gardens (attachment) {action item}

Lisa said the steering committee met April 16, 2019 and approved a number of programs. BOCO Backpacks is requesting \$710.00 to focus on healthy eating. Little Free Gardens program allows people to build gardens that are accessible to the public. The request is to purchase 10 boxes for the gardens. Grow garden will help manage this project. There is a need for bike racks in town. Lisa said there have been 10 recommended locations. Mayor Sims said it was originally planned to have high school students build the bike racks. It was determined that will not be possible, so the bike racks will be purchased. Rick Alonzo moved to approve the High 5 expenditures for the bike racks, BOCO Backpacks and Little Free Gardens. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

14. City – Consider Approval of High 5 Expenditure for Capital Purchase of Splash Pad (attachment) {action item}

Lisa said the steering committee has recommended approval for the splash pad at the cost of \$55,775. Lisa said a grant from Innovia has been applied for and the results should be known within the next two weeks. Adam asked about the Innovia funds. Lisa said if the grant is successful it will be \$10,000. Valerie Thompson moved to authorize the spending of High 5 funds in the amount of \$55,777 to be used toward the capital expense for the splash pad to be located at the City pool. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

## **ADJOURNMENT**

The meeting adjourned at 7:36 pm