

**MINUTES
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
January 28, 2020
6:00 pm**

Mayor Dick Staples called the Council meeting of January 28, 2020 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 Attorney Andrakay Pluid, City Clerk/Treasurer Christine McNair, City Administrator Lisa Ailport, City Engineer Mike Klaus, City Fire Chief Dave Winey, City Police Chief Brian Zimmerman and Economic Development Coordinator Dennis Weed. Members of the public present were: Wendy Hawks, Jerry Higgs, Dave Gray, Mandy Bateman, Joel Donofrio, Leslie Griffiths, Bryn Griffiths, Silas Thompson, Kylie Calderon, Jace Thompson, Angela Comstock, Denise Crichton, Eric Lederhos, and Kevin Boldt.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Kylie Calderon invited everyone to the Blue and Gold banquet at the Middle School Cafeteria, February 1, 2020 at 6:00pm. There will be a cake auction to help support the scouts. Lisa Ailport asked if donations are accepted or if a cake must be purchased. Leslie said donations are accepted. Silas Thompson said the cakes are very elaborate. Leslie said there are five different categories.

REPORT

City Administrator Lisa Ailport said she met with legislators in Boise last week. The Association of Idaho Cities (AIC) has asked us to look at HB353, HB355. Valerie asked if HB353 and HB355 go through, the cost of annexation and new construction will fall on the current taxpayers. Lisa said she feels growth would not be paying for growth. International City Managers Association (ICMA) met prior to the legislative meeting. ICRMP is creating a new supervisory training. Lisa submitted a response to the Westside Restoration Project regarding the Myrtle Creek water intake. Lisa received notice today that the electric vehicle charging station will be supported 100% with our staff time match.

City Engineer Mike Klaus said last Friday there was a significant problem with the 4" sewer line between lift station #1 and the sewer lagoon. The line was blocked for over 24 hours. The employees that worked to repair the sewer line were: Alan Branson, John Delaney, Ken Robertson, Andre Rosengrant, Tim English, Scooter Drake, Eddy Invernon and Steve Neumeyer. Mayor Staples expressed his gratitude to the employees for their hard work. New plans for the underdrain system were approved last week.

Economic Development Coordinator Dennis Weed installed a counter at the ice rink. There were 1,600 people in a three week period.

Urban Renewal District will have a special meeting February 12, 2020

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the January 7, 2020 Council meeting minutes
4. Treasurer's Report

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

OLD BUSINESS

5. City – Consider a Request from Boundary County to Waive Building Permit Fees {action item}

Mayor Staples said he spoke with Clare Marley, the contract planner, Clare said an estimate cost for her time is \$276.50. Valerie said as a general rule we don't usually waive permit fees. Valerie recommended having a policy to waive fees instead of haphazardly waiving fees. Rick said he recommends a policy that fees are only waived for another municipality. Ron asked if we will lose any fees. Lisa said there are staff costs that the City would be subsidizing. Adam said he is not in favor of any fee waivers. The City is not in the business making a profit so anything we give back is subsidizing. Adam Arthur moved to not waive the fees. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

Valerie directed to have staff draft a policy for fee waivers.

Jerry Higgs said the City will receive many calls about the sirens from the ambulances leaving the Armory. Rick said this permit has nothing to do the ambulance at the Armory.

NEW BUSINESS

6. Water – Wendy Hawks Regarding a Water Leak {action item}

Wendy said she has been working with previous Mayor David Sims since 2017 regarding a leak at Riverside Auto. Since 2017 paid over \$14,000 in sewer fees. June 2019 a leak at the frost free faucet near Bonners Street was repaired. July 2019 a leak detection service found a leak at the frost free faucet at the building. Wendy is asking for consideration since she has been working with the former Mayor since 2017. Christine explained how the sewer study is done. Mayor Staples said we will have to look into this and table it for a future agenda.

7. Street – Consider Authorizing the Purchase of a New Motor for the Large Snow Blower (attachment) {action item}

Mayor Staples said this was an urgent matter and last week's Council meeting was postponed, he already authorized the purchase. Lisa said the range for the new motor is \$4,000 – \$6,000. Valerie Thompson moved to approve the Mayor's authorization for the new motor for the 1960 snow blower in an amount not to exceed \$6,000 without prior approval. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

8. Electric – Consider Authorizing the Mayor to Sign an Agreement for Professional Services with JUB Engineers for Public Involvement Assistance for the Bond Election (attachment) {action item}

Lisa said the Landing Group, a subsidiary of JUB, will help with the public involvement portion for the hydro bond election. Angie Comstock, with JUB Engineers said they will speak with the public for the outreach portion of the project. Rick Alonzo moved to authorize the Mayor to sign the contract with JUB Engineers \$10,200 with an additional \$1,500 for each public outreach meeting if we ask JUB to attend for the upcoming bond election. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

9. Water – Consider Authorizing the Mayor to Sign an Agreement for Professional Services with JUB Engineers for the Dakota Street Well House (attachment) {action item}

Mike said he is requesting help for the structural components of the well house. Dave Barnett reviewed one of Mike's drawings and recommended some changes to the design of the well house. Ron Smith moved to authorize the Mayor to sign the agreement for professional services with JUB Engineers for the Dakota Street well house. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

10. Water – Consider Purchase of a New Underdrain for Filter #1 (attachment) {action item}

Mike said on December 10, 2019 filter #2 underdrain failed and Council authorized up to \$50,000. The Department of Environmental Quality (DEQ) approved it last week and it has been ordered. Mayor Staples asked how long it will be before it arrives. Mike said approximately 12 weeks. The cost of design for filter #1 will be under \$40,000. Mike said we budgeted \$150,000 for a comprehensive underdrain system. Valerie asked if we will be postponing the air scouring system. Mike said at this time he is only asking for the underdrain, he may ask for the rest this summer. Valerie Thompson moved to allow staff to spend up to \$40,000 for the underdrain for filter #1. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

11. Water/Sewer – Consider Authorizing to Advertise for a Seasonal Employee (attachment) {action item}

Lisa said Council approved this last year. There are several projects that need to happen this season. Adam Arthur moved to authorize to advertise for a seasonal employee for the Water/Sewer department for March 2020 – October 2020 with a range of \$16.00-\$18.00. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

12. City – Consider Authorizing to Advertise for a Seasonal Employee for Concrete Projects (attachment) {action item}

Mike said we have several concrete projects this year. The current person that does concrete will be retiring in April 2020. Mike thinks there will be about five to eight months of work. Mike said he would like to advertise the hourly rate at \$23.00-\$28.00. Valerie Thompson moved to approve to advertise for a seasonal concrete employee in the amount of \$23.00-\$28.00 per hour for five to eight months. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

13. City – Consider Accepting a Bid for the Medium Excavator (attachment) {action item}

Mike said we only received one bid for the excavator from Boundary Tractor in the amount of \$63,808 with a trade-in of \$25,000 leaving an amount of \$38,808.00. The split for the departments is: 40% Electric, 30% Water, 30% Sewer. The crews asked about a compactor. Mike said there is a quick coupler which makes easier for the operator to change attachments. Mike provided three quotes for a compactors. Mike is recommending the 18 in compactor in the amount of \$3,662.00. Adam asked if this item was budgeted. Mike said it was, but he is not sure of the amount. Adam Arthur moved to accept the bid for the medium excavator and the compactor in the amount of \$42,470, after the trade-in. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – no unless it is in the budget, Rick Alonzo – yes, Ron Smith – yes

14. Street – Consider Authorizing the Mayor to Sign the Agreement with Western Federal Lands for Match Funding for the Riverside Street Project (attachment) {action item}

Mayor Staples said the total project costs are 2.7 million dollars, the required match is \$250,000. The Urban Renewal Agency will pay \$75,000 and the City will have \$150,000 in-kind match. Valerie Thompson moved to authorize the Mayor to sign the agreement with Western Federal Lands Access Program for match funds in the amount of \$250,000. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

15. Street – Consider Transportation Alternatives Project 2020 Application Submission (attachment) {action item}
Lisa said we applied for the draft application. Idaho Transportation Department (ITD) won't support anything other than a shared use path that is eight to ten feet with a two foot shy to the jersey wall. Lisa recommended not seeking a full application since there are significant challenges to create a path to ITD's standards. Mayor Staples said this is a great project, but does not feel we are in a place to approve it.

16. City – Consider Authorizing the Mayor to Sign the 2020 Beverage License for Bonners Ferry Pupuseria LLC (attachment) {action item}
Christine said we have received payment and the proper documentation for the beverage license. Rick Alonzo moved to authorize the Mayor to sign the 2020 beverage license for Bonners Ferry Pupuseria, LLC. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

ADJOURNMENT

The meeting adjourned at 7:14 pm.

Information

17. Tort Claim from Boundary County Regarding a Water Leak at the Waterways Building