

Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council. Special accommodations to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life. We are a city that welcomes all people.

AGENDA
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
November 3, 2020
6:00 pm

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

REPORTS

Police/Fire/City Administrator/City Engineer/Economic Development Coordinator/Urban Renewal District/SPOT/Golf

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the October 20, 2020 Council meeting minutes

OLD BUSINESS

NEW BUSINESS

4. **Street** – Consider authorizing the purchase of a box sand spreader (attachment) {action item}
5. **Street** – Consider approval to hire a seasonal Winter employee (attachment) {action item}
6. **City** – Consider offer to purchase right-of-way property from the LDS Church for the Garden Lane extension (attachment) {action item}
7. **Electric** – Consider authorizing advertisement for the Moyie Dam Spillway Reconstruction Project {action item}

ADJOURNMENT

MINUTES
CITY COUNCIL MEETING
Bonnors Ferry High School Auditorium
267-3105
October 20, 2020
6:30 pm

Mayor Dick Staples called the Council meeting of October 6, 2020 to order at 6:01 pm. Present for the meeting were: Council Members Rick Alonzo, Adam Arthur, Valerie Thompson and Ron Smith. Also present were: City Clerk/Treasurer Christine McNair, City Administrator Lisa Ailport, City Police Chief Brian Zimmerman, City Attorney Andrakay Pluid and City Engineer Mike Klaus. Members of the public present were: Jerry Higgs, Marciavee Cossette, Denise Crichton, John Brantly, Jeff Clark, Bobby Read Jr., Caleb Davis, Warren Campbell, Fay Almond, Cheryl Clark, Rebecca Huseby, Dennis Lyons, Kathy Wenzel, Rob Wenzel, Barbara Russell, Ed Earnest, Randy Lunsford, Mark Moseley, Fred Zobel, Patrick Murphy, Henry Yoder, Kerry Field, Dan Fuller, Clarice McKenney, Dave Gray, Victoria Rogers, Jeff Willard, Amy Roemelen, Roger Nayler, Barbara Hinderlie, Carolyn Testa, John Birrell, Steve Tanner, Mark Quinn, Elana Quinn, Travis Lockwood, Lynda Fioravanti, Steve Fioravanti, David Clark, Gerry Ann Howlett, Steve Howlett, Nevin Neal, Victor Martinez, Elsie Hollenbeck, Kelly Bell Barb Castellan, Jan Bayer and Cal Bateman

PLEDGE OF ALLEGIANCE

GUEST Jan Bayer and Cal Bateman with the Boundary County School District regarding the Maintenance and Operation Levy Jan Bayer said they are asking for a renewal of the maintenance and operation levy. This is the same amount for the third time. The 2.4 million is 21% of the general fund. There are three elementary schools, one middle school and one high school. The levy is important to support any technology related items, to retain and recruit qualified teachers, to offer courses, to keep class sizes down and to provide transportation. Cal Bateman said the PowerPoint presentation is on the school district's website. Cal said for every dollar spent \$.85 goes toward salaries and benefits. Jan said the rate has decreased from \$2.35 per \$1,000 to \$1.87 per \$1,000. Mayor Staples asked how enrollment affects the money received from the State. Jan said the funding is based on Average Daily Attendance (ADA), when students don't go to school less funding is received. The State board has agreed to fund based on enrollment instead of ADA due to COVID. The funding decreases approximately \$30.00 per day per student that is absent. Jan is hopeful the community will support the renewal of the levy.

PUBLIC COMMENTS

Elsie Hollenbeck, Jerry Higgs, Barbara Russell and Clarice McKenney spoke in favor of the Vision Statement. John Brantly, Jeff Clark, Bobby Read Jr., Caleb Davis, Travis Lockwood, Warren Campbell, Fay Almond, Cheryl Clark, Rebecca Huseby, Dennis Lyons, Cathy Wenzel, Rob Wenzel, Steve Fioravanti, Ed Earnest, Lynda Fioravanti, Randy Lunsford, Mark Moseley, David Clark, Fred Zoebel, Patrick Murphy, Henry Yoder, Kerry Field, Dan Fuller, Steve Tanner, Elana Quinn, Mark Quinn, Jeff Willard, Amy Roemelen spoke in opposition to the Vision Statement. Dave Gray said the second sentence is a mission statement.

Mayor Staples took a 10-minute break 8:00 pm.
Mayor Staples resumed the meeting at 8:10 pm.

Mayor Staples moved item #11 above Reports.

1. **City** – Discuss the Vision Statement {action item}

Mayor Staples said tonight will be the last night that public comment will be taken on the Vision Statement. Emails and written comments regarding the Vision Statement are still allowed.

Valerie Thompson wonders why adding the words sexual orientation and gender identity causes such outrage. Valerie said the Vision Statement reminds Council of their legislative and judicial responsibilities to act without prejudice. The Vision Statement was to emphasize being kind and accepting of all people. Ron Smith said Andrakay Pluid said the City is not required to list anything on the meeting agenda other than the portions required to give adequate notice to the public regarding the meeting contents. Ron Smith moved to replace the current Vision Statement with: Bonnors Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government and values quality of life. We are a city that welcomes all people. Rick Alonzo seconded the motion. Rick said the words "all people" doesn't leave any person or group out. We will continue to treat all people equally in the City of Bonnors Ferry. The motion passed. Ron Smith – yes, Rick Alonzo – yes, Valerie Thompson – no, Adam Arthur – no, Mayor Staples – yes

REPORTS

City Administrator Lisa Ailport said the interviews for the Street employee will be tomorrow. The Water/Sewer position has been posted with a closing date of November 13, 2020. The RFP process is progressing. The Hydro Bond will close tomorrow. City Engineer Mike Klaus said the vegetation clearing along the dike will be completed by next week. The southside dike from the Kootenai River Bridge to the western City limits has been cleared, as well as the northside dike from the sewer lagoons to the Galbraith residence. The last section from the Kootenai River Inn to the eastern City limits will start tomorrow. The wellhouse is almost complete. Valerie Thompson asked if the Army Corp of Engineers is being updated regarding the dike. Mike said they are. Mike said there are some conduits that need to be video.

CONSENT AGENDA – {action item}

2. Call to Order/Roll Call
3. Approval of Bills and Payroll
4. Approval of the October 6, 2020 Council meeting minutes
5. Treasurer's Report

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

OLD BUSINESS

6. **Planning and Zoning** – Consider recommendation from Planning and Zoning for File #AM013-20 for Planned Unit Development (attachment) {action item}

Lisa summarized the staff report. Valerie Thompson moved to approve file #AM013-20, amending Bonners Ferry City Code, Title 11, to repeal Chapter 8, Planned Unit Development Agreements, and adopt a new Chapter 8, Planned Unit Developments, finding that it is in accord with the general and specific goals and standards of the City of Bonners Ferry's Comprehensive Plan, as enumerated in the findings and reasoned statements below. Valerie further moved to adopt the following reasoned statement as written. The amendment is supported by the City of Bonners Ferry's Comprehensive Plan. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

7. **Planning and Zoning** – Have the first reading of the Planned Unit Development Ordinance #597 by Title Only (attachment) {action item}

Rick Alonzo moved to have the first reading of the Planned Unit Development Ordinance #597 by title only. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes. Lisa read the ordinance by title only.

8. **Planning and Zoning** – Suspend the reading rules and adopt the Planned Unit Development Ordinance #597 {action item}

Rick Alonzo moved to suspend the reading rules and adopt the Planned Unit Development Ordinance #597. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

9. **Planning and Zoning** – Consider recommendation from Planning and Zoning for File #AM012-20 for Off-Site Parking (attachment) {action item}

Lisa summarized the staff report. Valerie Thompson asked if this will help the Farmer's Market. Lisa said the Farmer's Market is in a parking lot, so she doesn't feel this applies to them. Adam Arthur moved to approve file #012-20, amending Bonners Ferry City Code, Title 11, regarding off-street parking standards, finding that it is in accordance with the general and specific goals and standards of the City of Bonners Ferry's Comprehensive Plan, as enumerated in the findings and reasoned statements below. Adam further moved to adopt the following reasoned statement as written. The amendment is supported by the City of Bonners Ferry's Comprehensive Plan. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

10. **Planning and Zoning** – Have the first reading of the Off-Site Parking Ordinance #598 by Title Only (attachment) {action item}

Rick Alonzo moved to have the first reading of the Off-Site Parking Ordinance #598 by title only. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

11. **Planning and Zoning** – Suspend the reading rules and adopt the Off-Site Parking Ordinance #598 {action item}

Valerie Thompson moved to suspend the reading rules and adopt the Off-Site Parking Ordinance #598. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

12. **City** – Consider a Personnel Policy change regarding job descriptions (attachment) {action item}

Lisa is proposing that the appointed position job descriptions will always come before Council, as well as any new position that has been created and any amended duties that will have a fiscal impact. Rick Alonzo moved to implement the Personnel Policy changes as presented by the City Administrator. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

13. **City** – Discuss the Christmas party {action item}

Mayor Staples said since it is new to him, he would like to have a Christmas party. Valerie said her concern is not being able to maintain social distancing with a large group. Adam still wants to recognize the volunteers. Valerie said she wants to recognize the employees as well. Council asked if there were any suggestions. Christine said the suggestion was to give everyone a gift card. Mayor Staples asked if each shop could have a get-together. Lisa said the departments do get-together. Rick Alonzo moved that in-lieu of the Christmas party this year, we provide City personnel and volunteer with a \$25.00 gift card. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

NEW BUSINESS

14. **City** – Consider Resolution 2020-10-20 destruction of records (attachment) {action item}

Christine said the Clerk's office went through the records stored in the basement and selected ones that are available for destruction. The State Historical Society was contact and they do not want any of the selected records. Valerie asked if the City Engineer had looked at the selected records. Christine said he did. Ron Smith moved to adopt Resolution 2020-10-20 destruction of records. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

15. **City** – Consider auditor for FY2020 audit (attachment) {action item}

Christine reviewed the three quotes received. Adam asked if \$750,000 is enough for liability coverage. Andrakay said the typical benchmark is one million dollars, but Council can accept \$750,000. Valerie requested a detailed list from Toni as to why the audit last year cost more. Valerie Thompson moved to table this item until further information is received. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

16. **City** – Discuss the Holiday schedule adjustment {action item}

Rick said each year Council tries to do something special for the employees at the holidays. Rick Alonzo moved to give the employees the day after Thanksgiving off and close at Noon on Christmas Eve. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

ADJOURNMENT

The meeting adjourned at 9:19 pm.

INFORMATION

City Street and Park Superintendent, Waste Water and Water Plant Operator I, II & III, Street and Park Maintenance Laborer Job Descriptions



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator

DATE: October 29, 2020

RE: Sander Spreader – Streets Dept and Electric Dept.

The City Streets Department would like to purchase an insert V box spreader (see attached information) for the use around some of our smaller site and where we can or need to be more immediate about addressing problem areas.

The cost to purchase a spreader is around \$6,000, including shipping. This would be paid for out of or snow plowing budget for this season.

The attached quote from Norther Tool and Equipment shows a quoted cost with shipping, but could differ if we have to purchase it from another vendor. Therefore, it my request that we be able to be authorized to spend up to \$6,000.00 for this product.

Lastly, the Streets Department expects to use the equipment on property owned by the Electrical Department. In consultation with the Streets and Electric Department, we believe a 80% general fund and 20% Electric fund contribution amount is representative of the future use.

Fiscal Impact Statement:

The General Fund, Streets Department would allocate \$4,800.00 from their snow budget
Electric Department would allocation \$1,200.00 from their equipment budget.

Please let me know if you have any questions.



NorthernTool.com | 1-800-838-0516 | Available Online Only

Meyer V-Box Insert Spreader — Stainless Steel, 1.5 Cubic Yard Capacity, Fits 3/4- and 1-Ton Pickups, Model# BL 600

Item# 507086 ★★★★★ New — [Write a Review](#)

Only **\$4745.90** + *727.02 shipping*
 Easy Financing Available | [Learn More](#)

Ship It
 Factory Shipped —
 Estimated Delivery: 62 - 64 Business Days

- Battery not included

Product Summary

This 1.5 cu. yard capacity insert hopper spread is designed for use with 3/4 to 1 ton pickup trucks. It uses a standard wired controller that minimizes installation time and allows for easy transfer between vehicles. A full-length drag chain material movement system conveys the material back to the spinner disc. U.S.A.

What's Included

(1) Spreader

Features + Benefits

- Battery not included

Key Specs

Item#	507086	Volts	12
Brand	Meyer Products	Variable Speed	No
Manufacturer's Warranty	12 months parts / 12 months labor	Engine Type	6.5 HP Briggs & Stratton engine
Ship Weight	750.0 lbs	Hopper Material	Stainless steel
Product Type	Spreader	Frame Construction	Stainless steel
Spread Radius (ft.)	3-30	Overall Dimensions H x W x D (in.)	34 x 90 x 72
Load Capacity (lbs.)	4,310	Hopper Dimensions H x W x D (in.)	34 x 90 x 72
Recommended Media	Sand, salt/sand mix, free-flowing granular material		
Spinner Material	Poly		

Compare with Most Popular Insert Salt Spreaders

Item# 63723 **Currently Viewing** Item# 507086 Item# 1038550 Item# 157689 Item# 47075



Meyer 1-Ton

Item# 507086

Product Description

This 1.5 cubic yard capacity stainless steel insert spreader is designed for use on 3/4-ton and 1-ton pickup trucks. Installation and operation are simple and easy. U.S. Patent # 7,812,111.

What's Included
(1) Spreader

Features

- Battery operated

Key Specifications

Item#
Brand
Manufacturer
Ship Weight



Product Type	Spreader
Spread Radius (ft.)	3-30
Load Capacity (lbs.)	4,310
Recommended Media	Sand, salt/sand mix, free-flowing granular material
Spinner Material	Poly

Frame Construction	Stainless steel
Overall Dimensions H x W x D (in.)	34 x 90 x 72
Hopper Dimensions H x W x D (in.)	34 x 90 x 72

Compare with Most Popular Insert Salt Spreaders

Currently Viewing

Item# 63723

Item# 507086

Item# 1038550

Item# 157689

Item# 47076



Meyer 1-Ton

Item# 507

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Product

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disc. U.S.

What's In
(1) Sprea

Feature

- Batter

Key Sp

- Item#
- Brand
- Manufac
- Ship We

Product Type	Spreader	Frame Construction	Stainless steel
Spread Radius (ft.)	3-30	Overall Dimensions H x W x D (in.)	34 x 90 x 72
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Recommended Media	Sand, salt/sand mix, free-flowing granular material		
Spinner Material	Poly		

Compare with Most Popular Insert Salt Spreaders

Currently Viewing

Item# 63723

Item# 507089

Item# 1036550

Item# 157689

Item# 47675



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator

DATE: October 29, 2020

RE: Seasonal Winter Employee – Streets Dept.

Staff proposes to hire “On-Call” wintertime assistance when plowing or other intermittent work is needed. The hope of using the on-call help would be to reduce general fund account drain when the Streets department would request help from either the Water/Sewer Department and/or the Electric Department.

It is my recommendation that Council approve a position for on-call wintertime assistance for the Streets Department with an hourly rate of \$15/hourly.

Fiscal Impact Statement: The Streets Department has budgeted for this position for the season.



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator

DATE: October 29, 2020

RE: Garden Lane- LDS Land Acquisition

Staff has been in discussions with the LDS Church for acquiring either a 10-foot easement or a 20-foot deeded right-of-way for reconstruction of Garden Lane from Garden Court to Alderson Lane.

On October 29, 2020, the LDS Church provided a contingent offer to the City to sell the full 20-foot street to the city for a price of \$2,500.00. Currently the City has a 10-foot easement adjacent to the south part of the street right-of-way and we need an additional 10-foot strip to place the pedestrian facilities as designed by the Contract Engineer.

The Church is willing to dedicate the entire 20-foot strip to the city for the purposes of street improvements. However, the contingency is that they want us to be successful in the Local Rural Highway Improvement Program (LRHIP) grant. Meaning, we would need to secure the grant to finalize the land transfer.

If Council agrees to the cost of the land purchase, we will submit our application to the Local Highway Technical Assistance Council in November for consideration in early 2021. If we are successful, we will present the funds and dedication deed to the Church for recording before we bid the project out in late winter. If Council chooses not to agree the purchase, then we will forgo the application for LHRIP, because we are required as part of the grant to have secured all right-of-way or easements.

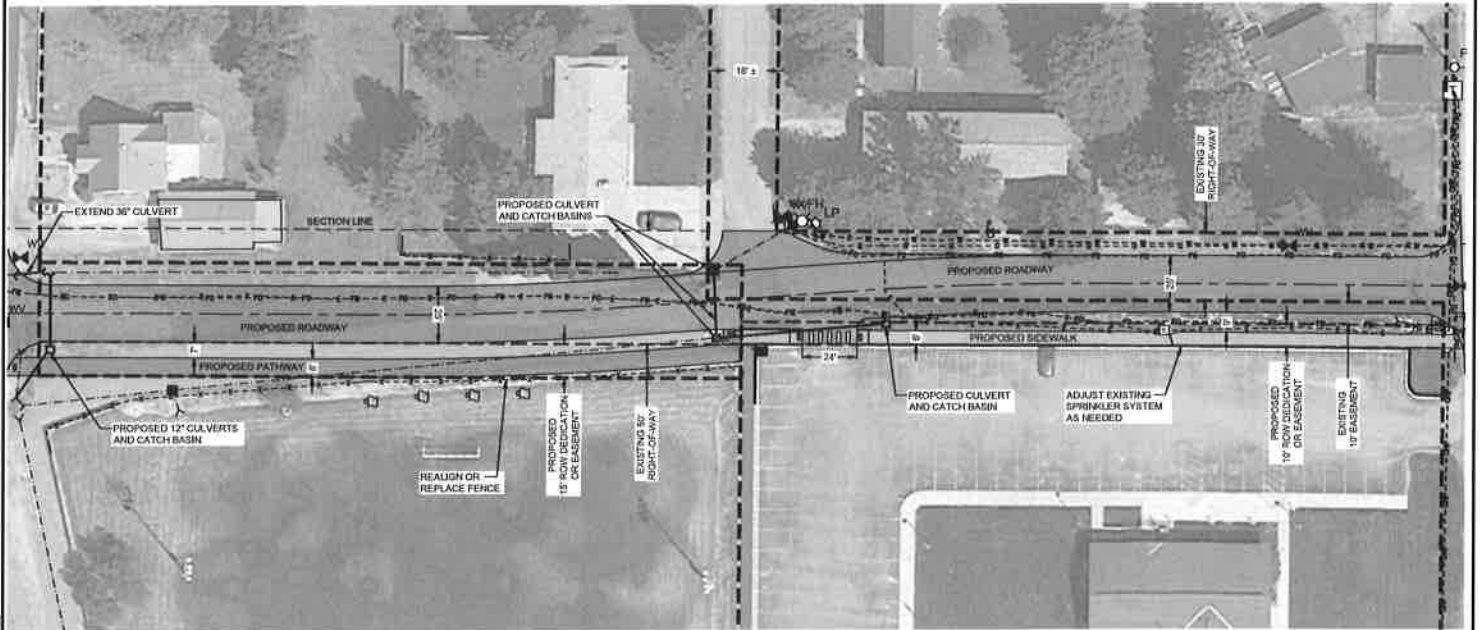
In correspondence with the Church's transaction manager, he expects that if we only ask for the 10-foot easement that the Church would also request \$2,500.00.

Fiscal Impact Statement: The \$2,500 would be paid for through contingency funds of the General Fund.

If council agrees to the land purchase, a motion is needed to authorize the Mayor enter into a land sale purchase agreement with the Church of Jesus Christ of Latter Day Saints, to purchase a 20-foot strip of land for the purpose of right-of-way for Garden Lane, in the amount not to exceed \$2,500.00.

CITY OF BONNERS FERRY

GARDEN LANE ROAD IMPROVEMENTS



NOT FOR CONSTRUCTION

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VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING.
1" = 10' BY ONE INCH ON THIS SHEET. ADJUST SCALES ACCORDINGLY.

NO.	DATE	BY	APP'D	REVISIONS

CENTURY WEST ENGINEERING
 OFFICE: 1100 N. BROADWAY DRIVE, BONNERS FERRY, MO 64009
 PHONE: 660.246.2200
 FAX: 660.246.2201
 DATE: 8/22/08 PROJECT NO: 170510A.01

DESIGNED BY: BJLR/S
DRAWN BY: JMS
CHECKED BY: RJA
SCALE: AS SHOWN

CITY OF BONNERS FERRY
 GARDEN LANE ROAD IMPROVEMENTS
 PRELIMINARY CONCEPT

DATE PLOTTED: 8/22/08	SHEET NO.: 1 OF 1
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