

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
January 19, 2021  
6:00 pm**

Mayor Dick Staples called the Council meeting of January 19, 2021 to order at 6:00 pm. Present for the meeting were: Council Members Adam Arthur, Valerie Thompson, Rick Alonzo and Ron Smith. Also present were: City Attorney Andrakay Pluid, City Clerk/Treasurer Christine McNair, City Administrator Lisa Ailport, Economic Development Coordinator Dennis Weed and Police Chief Brian Zimmerman. Jerry Higgs, Denise Crichton, David Clark, Rose Shababy and Eric Lederhos.

**Join video Zoom meeting:** <https://zoom.us/j/176727634>

**Meeting ID: 176727634**

**Join by phone: 253-215-8782**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

Jerry Higgs said the Oath Keepers, Boogaloo Boys and Proud Boys have been added to the official list of terrorist groups.

**REPORTS**

City Administrator Lisa Ailport said the Electric Vehicle charging station rebate was received. The Water/Sewer position is generating interest. Dawson Brod passed his Commercial Driver's License (CDL) test.

Economic Development Coordinator Dennis Weed showed a segment from CBS news on the effects of the closure of the Canadian border crossing.

Ron Smith said the overall ridership for the SPOT bus has decreased 45%-56%. The SPOT bus is now allowed to deliver food to homes.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the January 5, 2021 meeting minutes, January 12, 2021 Special Council meeting minutes, January 14, 2021 Special Council meeting minutes

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

**OLD BUSINESS**

**NEW BUSINESS**

4. **Electric** – Consider authorizing the Mayor to sign the Network Operating Agreement with Bonneville Power Administration (attachment) {action item}

Mayor Staples asked if it is possible to wait until the next meeting to give Council enough time to completely review the document. Andrakay said it is possible. Adam asked if we currently have an agreement. Lisa said we do. This agreement does not include any monetary matters. Lisa said this agreement allows BPA to provide the City electrical services, this contract does not include any fiduciary obligations. Adam asked if there were any changes. Lisa said there is a collaborative group that recommends changes. Rick doesn't feel there is a problem signing this. Valerie Thompson moved to authorize the Mayor to sign the Network Operating Agreement and Exhibit C with Bonneville Power Administration. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

5. **Electric** – Consider authorizing the Mayor to sign the On-Call/Task Order Agreement with Financial Consulting Solutions Group, Inc (attachment) {action item}

Lisa said this group has helped us with the electric cost of service analysis. This agreement is to review the true-up for Idaho Forest Group. Rick Alonzo moved to authorize the Mayor to sign the On-Call/Task Order Agreement with Financial Consulting Solutions Group, Inc. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

6. **City** – Consider the draft City logo (attachment) {action item}

Lisa asked if this is the direction that Council wants to go. Ron asked if we will have one version of the logo. Lisa said we will have all three versions, but the circular version will be the main version.

7. **Street** – Consider the purchase of a Kubota Tractor (attachment) {action item}

Lisa said the purchase of equipment to maintain the new additions to the highway has been discussed for the last few years. This tractor comes with a snowblower and broom. Adam asked if we have something currently that is capable of doing the work. Lisa said the equipment we have is too big and too heavy and can damage the concrete and the grassy areas. Valerie asked if this will be able to do all of it. Lisa said mostly. Rick Alonzo moved to approve the purchase of a Kubota Tractor as described in the memo for a total purchase price of \$33,870. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

8. **City** – Consider authorizing the Mayor to sign the contract with Innovate for mapping assistance (attachment) {action item}

Lisa said the City is in need of mapping assistance since an application was received that will involve the zone map and comprehensive plan. Lisa has full confidence in the contractor since she has worked with him personally. She knows his work ethic, workflow and his understanding of mapping systems. She feels Dan Spinosa will provide great leadership in this area. Ron asked if this has anything to do with mapping utilities. Lisa said yes. Valerie asked if we can use the information we currently have. Lisa said she is confident we will receive direction on how we can use our existing investments. Mayor Staples said he is apprehensive and wants to take some time and look at other options. Mayor Staples feels we are moving too fast and the rate schedule is relatively high. Valerie asked what other options the Mayor is considering. He has not had time to look at any other options. Rick asked if Lisa is willing to look at other options and bring this back to the next meeting. Lisa said that is possible, but she feels we will still be looking at the same company. Lisa said she has personal working experience with Mr. Spinosa and trusts his judgement and leadership. She will not have that knowledge of other contractors. Ron feels this is moving too fast as well. Adam asked if we expect to be over the \$18,000. Lisa said she does not. Valerie Thompson moved to authorize the Mayor to sign the contract with Innovate so City mapping needs can be addressed as needed. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – no

9. **City** – Discuss administrative approval of contracts (attachment) {action item}

Lisa said there have been several discussions regarding the ability to allow contracts to be approved by the appointed employees. Lisa said if Council is interested in pursuing this, a committee of staff members will be formed. Lisa likes the policy from the City of McCall. Mayor Staples asked if a contract has been approved with the need for payment come before Council. Lisa said the policy will state what is/is not authorized. Rick said he feels this is an expansion of what was done in the past and feels with parameters being established this would be a good thing. Valerie agrees that previously budgeted items shouldn't have to come before Council and feels if an item has not been budgeted it should come before Council. Ron asked about cost of services. Lisa said that will be described in the policy. Council agreed that this should be worked on.

10. **City** – Discuss the Visitors Center cleaning position {action item}

Christine said we have had a few people interested in the position but are not willing to take it since it is twice a day, every day. The restrooms are currently closed due to vandalism. Christine asked Council how they want to proceed in regard to hours of operation and frequency of cleaning. Mayor Staples asked the current hours. Christine said 24/7. Valerie asked if it is possible to clean them only once a day. Dennis said that will be difficult during the summer. Security and cameras were discussed. Adam asked if there is information on hours that are most used. Dennis said 6:00 am – 10:00 pm in the summer. This item was tabled until the next meeting.

11. **City** – Consider authorizing the closure of City Hall for training January 25, 2021 – January 28, 2021 {action item}

Christine said this is for the Tyler software programs. She is not sure how many of the clerk's employees will need to be involved. Valerie Thompson moved to close City Hall for training January 25, 2021 – January 28, 2021. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

## **ADJOURNMENT**

The meeting adjourned at 7:13 pm.