

**MINUTES
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
March 16, 2021
6:00 pm**

Mayor Dick Staples called the Council meeting of March 16, 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, Police Chief Brian Zimmerman, and City Engineer Mike Klaus, Economic Development Coordinator Dennis Weed and Golf Course Manager Ralph Lotspeich. Members of the public present were: Marciavee Cossette, Jerry Higgs, Denise Crichton, David Clark and Rose Shababy.

Join video Zoom meeting: <https://zoom.us/j/17672764>

Meeting ID: 176727634

Join by phone: 253-215-8782

PLEDGE OF ALLEGIANCE

GUEST

III-A – Annual report presentation

Amy Manning gave a brief presentation regarding the III-A Annual report. There was a 20% increase in the number of agencies. Currently there are 1,500 employees insured and 5,000 members including spouses and dependents. One of III-A's goals is to create the best benefits possible. Amy recommends budgeting for trend (inflation rate). The new rates will be released the third week in June. The rates with Blue Cross and Pro Act were re-negotiated this year at a lower-than-average rate. A tele-health program was implemented during the Covid lockdown. The III-A staff was trained in mental health first aid. Rick said III-A is doing a great job for us.

PUBLIC COMMENTS

No public comments were received.

REPORTS

City Administrator Lisa Ailport said LRHIP grant approval for Garden Lane phase two was received.

City Engineer Mike Klaus said the Water Department completed the concrete for Filter #1. Start up for Filter #1 will happen April 5, 2021. The Electric Department has replaced four poles for the Riverside Project. Adam asked if the sewer main at Fry Street was replaced during the highway construction. Mike said it was replaced in 2004. There are 155 feet of sewer main and one man hole that will need to be replaced. Adam asked if it will be better to replace it during the highway replacement. Mike spoke to ITD and they said it is too late to incorporate that into the plan.

Economic Development Coordinator Dennis Weed said we will probably see some changes with new businesses. The marketing videos are still receiving a large number of hits.

Urban Renewal District Dennis Weed said Panhandle Area Council will no longer be providing the administration/account business for the Urban Renewal District.

Golf Course Manager Ralph Lotspeich said the Friends of Mirror Lake have completed a few projects. One of the projects was cart paths. This will allow carts to be used from day one. The golf course will open Saturday, March 20, 2021. 2020 was a really good year for the golf course, there were many kids that were golfing. There are 16 participants for this year's school golf team. There are some issue with the fairway mower that Jimmy will have to look at.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the March 2, 2021 Council meeting minutes and March 8, 2021 Special Council meeting minutes
4. Treasurer's Report

Adam Arthur 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 wage for meter reading {action item}

Mayor Staples said the meter reader is content with \$15.00 per hour and wants to have the meter reading pay separate from the office position. Ron asked if that will be a permanent position. Adam feels it should be temporary. Ron Smith moved to have the

rate of pay for the meter reader to \$15.00 per hour. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

NEW BUSINESS

6. **Pool** – Consider authorizing the Mayor to sign the Equinox grant application (attachment) {action item}

Lisa provided an application for the Equinox grant, hoping to use those funds to extend the pool season. The grant must be submitted next month and we will receive the results in July. Ron asked how much more this will add above what was budgeted. Lisa said the amount is \$14,900. Adam Arthur moved to authorize the Mayor to sign the Equinox grant application. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

7. **City** – Consider 2021 pilot program for the downtown parklets (attachment) {action item}

Lisa said this is the same program as last year. She reached out to businesses and has received mixed responses. Ron asked if there is protection for pedestrians near the parklets. Lisa said the design standards will minimize the risks for pedestrians. Rick moved to authorize the approval of the pilot program for parklets and the parameters developed by staff for the 2021 summer season including making parklets available for use from April 1 – October 1, 2021. Ron 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 postage meter lease with Quadient Leasing (attachment) {action item}

Christine said this a renewal of the current lease. Valerie asked if it is the same as last year. Christine said it is. Valerie Thompson moved to authorize the Mayor to sign the postage meter lease with Quadient Leasing. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

9. **City** – Consider opening the Visitors Center May 17, 2021 {action item}

Dennis said it is important to open the Visitors Center since he feels there will be numerous visitors this year. Adam asked if someone is cleaning the restrooms. Christine said there is one person interested, but hasn't signed the contract yet. The Mayor said if we don't find someone to clean the restrooms, the Street Department will be responsible. Rick asked if the job is being advertised through the Job Service. Christine said we can't advertise contract positions through the Job Service. Lisa said it is on the City's Facebook page. Valerie Thompson moved to open the Visitors Center May 17, 2021. Rick Alonzo seconded the motion. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

10. **City** – Consider extending the Employee COVID Leave Policy (attachment) {action item}

Lisa recommends extending the policy for three months as well as changing the actual leave to 10 days instead of 30 days. Valerie Thompson moved to extend the Employee Covid Leave Policy with the changes made. 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 7:03 pm.

INFORMATION

Urban Renewal Report and Audit