

**MINUTES
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
September 7, 2021
6:00 pm**

Mayor Dick Staples called the Council meeting of September, 2021, to order at 6:00 pm. Present for the meeting were: Council Members Adam Arthur, Valerie Thompson and Ron Smith. Also, present were: City Administrator Lisa Ailport, City Engineer Mike Klaus, City Clerk/Treasurer Christine McNair, Economic Development Coordinator Dennis Weed and Police Chief Brian Zimmerman. Members of the public present were: Denise Crichton, Dave Gray, Robert Lavala, Rose Shababy and David Clark.

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

Meeting ID: 176727634

Join by phone: 253-215-8782

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Fiscal year 2022 budget

Mayor Staples opened the public hearing at 6:02 pm. There were no public comments

Mayor Staples closed the public hearing at 6:02 pm.

PUBLIC COMMENTS

Dave Gray spoke regarding the Garden Lane Project

REPORTS

City Administrator Lisa Ailport said Garden Lane is open. The pool has closed for the season after a three-week extension. The Comprehensive Plan RFQs were received and a committee is currently working through those and preparing for interviews.

City Engineer Mike Klaus showed a power point presentation and spoke regarding the Spillway Rehabilitation Project. Mayor Staples thanked Mike for all of the work to keep the costs in budget. Ron asked about the waterline project on the highway.

Economic Development Coordinator Dennis Weed said employment is still low. Some employers are having difficulty finding people willing to work. Great summer for most of the businesses with all of the vacation traffic.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the August 17, 2021 Council meeting minutes
4. Electric – Consider authorizing the Mayor to sign the contract with Asplundh Tree Expert, LLC for tree trimming near electric lines (attachment)
5. Police – Consider authorizing the Mayor to sign the memorandum of understanding with the Boundary County School District for the School Resource Officer (attachment)
6. Police – Consider authorizing the Mayor to sign the contract with Second Chance Animal Adoption for fiscal year 2022 (attachment)
7. City – Consider authorizing the Mayor to sign the contract with Pass Word for one call services (attachment)
8. Electric – Consider authorizing the Mayor to sign Pay Request #3 for S & L Underground for the Moyie Dam Concrete Rehabilitation Project (attachment)

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

OLD BUSINESS

NEW BUSINESS

9. **City** – First Reading of Fiscal Year 2022 Appropriation Ordinance #599 by Title Only (attachment) {action item}
Mike Klaus read the ordinance by title only

10. **City** – Suspend the Reading Rules and Adopt Fiscal Year 2022 Appropriation Ordinance #599 {action item}
Adam Arthur moved to suspend the reading rules and adopt Fiscal Year 2022 Appropriation Ordinance #599. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Ron Smith – yes

11. **Police** – Consider the request for Electronic Tickets for the patrol vehicles (attachment) {action item}
Brian said the director from the Office of Highway Safety offered to refund the cost of the equipment for each patrol vehicle. The equipment will be: a laptop, scanner, and printer. The advantages will be huge for the future. Mayor Staples asked if any local departments are using the equipment. Brian said Sandpoint and ISP. Ron Smith moved to purchase the equipment for each patrol vehicle with the approximate cost of \$38,000, with reimbursement within 60 days after purchase. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Ron Smith – yes

12. **Electric** – Consider authorizing the Mayor to sign Change Order #1 for the Moyie Dam Concrete (attachment) {action item}
Mike asked if there were any questions. Mayor Staples asked if there is an agreed amount. Mike said the \$77,000 is not an agreed upon. Adam said Schedule C has more changes than Schedule A, which is a larger area. Mike said there were more losses on Schedule C than Schedule A. Valerie Thompson moved to authorize the Mayor to sign Change Order #1 for the Moyie Dam Concrete in the amount of \$77,000. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Ron Smith – yes

13. **Sewer** – Consider the request for the Lift Station #1 replacement (attachment) {action item}
Mike said this was budgeted for FY21. Mayor Staples asked when this will happen. Mike said late October or November. Adam Arthur moved to authorized staff to spend up to \$90,000 for the Lift Station #1 replacement. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Ron Smith – yes

14. **Planning** – Consider authorizing the Mayor to sign the contract with Reun-Yeager & Associates for planning services (attachment) {action item}
Lisa said this was presented prior to the budget meetings. Mayor Staples said the rates have been the same since 2018. The rate increases are: senior planner 30%, assistant planner 20% and permit technician 12%. Mayor Staples feels this is a substantial increase. Valerie asked if the City has the discretion to request the assistant planner or senior planner. Lisa said that is more of a Ruen-Yeager decision. Dave Gray said he is on Planning and Zoning and he urges Council to support Planning & Zoning. Valerie feels the planner has been doing a good job. Mayor Staples is interested in tabling this item until Council has had time to consider this more. Adam asked if there are other options. Lisa said there are always options. Adam is wondering what other firms do. Lisa said there aren't really any other local firms. Mayor Staples tabled this item until the next meeting.

15. **City** – Consider the amended COVID Leave Policy (attachment) {action item}
Valerie suggested amending the COVID Leave Policy due to resurgence of COVID. Ron asked if the employees have to use their PTO. Valerie said employees have to use PTO and Sick leave prior to using 80 hours of COVID Leave. Ron is in favor of the employees not using the PTO Leave. Valerie Thompson moved to extend the COVID Leave Policy with the amendments, including the 18 month section, until February 28, 2022. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Ron Smith - no

16. **City** – Fee schedule workshop
Mayor Staples tabled this item until the next meeting.

ADJOURNMENT

The meeting adjourned at 7:00 pm.