

## 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

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.

**AGENDA  
CITY COUNCIL MEETING  
Bonnors Ferry City Hall  
7232 Main Street  
267-3105  
March 1, 2022  
6:00 pm**

Join video Zoom meeting: <https://us02web.zoom.us/j/176727634>

Meeting ID: 176727634

Join by phone: 253-215-8782

### 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/Urban Renewal District/SPOT

### CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the February 15, 2022 Council meeting minutes, February 17, 2022 Special Council meeting minutes
4. **City** – Consider authorizing the Mayor to sign the contract with the Farmers Market for the 2022 season (attachment)
5. **Electric** – Consider the purchase of fiber and installation hardware for the GSU/Moyie Substation (attachment)

### OLD BUSINESS

### NEW BUSINESS

6. **Sewer** – Consider accepting the bid for Lift Station #1 (attachment) {action item}
7. **Golf** – Consider authorizing the purchase of a pump for the lower golf course pond (attachment) {action item}

### ADJOURNMENT

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
February 15, 2022  
6:00 pm**

Mayor Dick Staples called the Council meeting of February 15, 2022, to order at 6:00 pm. Present for the meeting were: Council Members Valerie Thompson, Rick Alonzo, Ron Smith. Also, present were: City Engineer Mike Klaus, City Administrator Lisa Ailport, City Clerk/Treasurer Christine McNair, City Attorney Andrakay Pluid and Police Chief Brian Zimmerman. Members of the public present were: Dave Gray, Jerry Higgs, David Clark, Mitchell Moseley, John Barbacci, Monroe Murdoch and Emily Bosant.

**PLEDGE OF ALLEGIANCE**

**GUEST**

Amy Manning with III-A presenting the annual report

Jan Bayer and Cal Bateman with the Boundary County School District regarding the school bond proposal.

**PUBLIC COMMENTS**

Jerry Higgs spoke regarding the school bond and drug issues.

**REPORTS**

Police Chief Brian Zimmerman introduced Jeremy Garrett, the newest member of the police department.

City Administrator Lisa Ailport said the legislative session is currently underway and she is watching the bills in case input from the City is requested.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the February 1, 2022 Council meeting minutes
4. Electric – Consider authorizing the Mayor to sign Change Order #3 from S & L Underground for the Moyie Dam Concrete Rehabilitation Project (attachment)

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

**OLD BUSINESS**

5. **Sewer** – Suspend the reading rules and adopt Ordinance #602 for the City Sewer Ordinance {action item} Rick Alonzo moved to suspend the reading rules and adopt Ordinance #602 for the City Sewer Ordinance. Ron Smith seconded the motion. Ron Smith – yes, Rick Alonzo – yes, Valerie Thompson – yes, Brion Poston – yes

**NEW BUSINESS**

6. **Sewer** – Consider authorizing the Mayor to sign the contract with Welch Comer to develop the site plan for Lift Station #5 (attachment) {action item}

Mike said lift station #5 needs upgraded. The grinder has allowed the lift station to remain operational and replacement is scheduled for 2023. Access to this site is not easy, still hoping to relocate the lift station. One item that may be difficult is land acquisition from the railroad. Mayor Staples requested adding a deadline of February 15, 2023. Valerie Thompson moved to authorize the Mayor to sign the contract with Welch Comer to develop the site plan for Lift Station #5, to be completed by February 15, 2023, in the amount \$7,500.00. Rick Alonzo seconded the motion. The motion passed. Rick Alonzo – yes, Valerie Thompson – yes, Brion Poston – yes, Ron Smith – yes

7. **Police** – Consider the purchase of new tasers (attachment) {action item}

Brian said it is not possible to re-certify the tasers that we have since the tasers are so old. Valerie said this needs to be in the budget, so they get replaced on a schedule instead of an emergency basis. Valerie Thompson moved to approve the purchase of new taser 7s in the amount of \$16,610.00. Brion Poston seconded the motion. The motion passed. Ron Smith – yes, Brion Poston – yes, Rick Alonzo – yes, Valerie Thompson – yes

8. **City** – Consider authorizing the Mayor to sign the contract with American Tower Corporation for the Hoover Street Cell Tower lease (attachment) {action item}

Lisa said the current contract was signed in 2005 for 25 years. There have been numerous negotiations regarding this contract and staff is proud to bring this one forward. Rick Alonzo moved to authorize the Mayor to sign the contract with American Tower Corporation for the Hoover Street Cell Tower lease. Ron Smith seconded the motion. The motion passed. Brion Poston – yes, Rick Alonzo – yes, Valerie Thompson – yes, Ron Smith – yes

9. **Executive Session** – Executive session pursuant to Idaho Code 74-206, Subsection 1 (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated by imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. {action item}

Rick Alonzo moved to enter into executive session pursuant to Idaho Code 74-206, subsection 1 (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement. Valerie Thompson seconded the motion. The motion passed. Ron Smith – yes, Rick Alonzo – yes, Valerie Thompson – yes, Brion Poston – yes

Regular session ended at 7:09 pm.

Entered into executive session 7:12 pm.

Executive session ended at 8:10 pm with no action taken.

#### **ADJOURNMENT**

The meeting adjourned at 8:10 pm.

**MINUTES  
JOINT CITY COUNCIL AND  
PLANNING & ZONING MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
February 17, 2022  
6:00 pm**

Mayor Dick Staples called the Joint City Council and Planning and Zoning meeting of February 17, 2022 to order at 6:00 pm. Present for the meeting were: Council Members Brion Poston, Valerie Thompson, Rick Alonzo and Ron Smith, Planning and Zoning members Andy Howe, Chris Rawlings, Dave Gray, Sue Larson and Darci Price. Also, present were: City Administrator Lisa Ailport, City Clerk/Treasurer Christine McNair and City Engineer Mike Klaus. Members of the public present were: Aaron Qualls and David Clark

**NEW BUSINESS**

1. **City** – Kickoff for the Comprehensive Plan Rewrite {action item}  
Aaron Qualls with SCJ Alliance Consulting Services explained the process for a comprehensive plan rewrite. The comprehensive plan is a 20-year vision by and for the community that establishes goals and policies and is tied to zoning and other regulations. Comprehensive plans are required by law and provides a degree of predictability for property owners, businesses and residents. There are 17 required elements for a comprehensive plan. The Blue Cross Foundation has asked that social determinants of health be considered. Aaron presented a timeline for the whole process, with the completion of the rewrite by the end of 2022.

**ADJOURNMENT**

The meeting adjourned at 6:51 pm.

## SPACE RENTAL AGREEMENT

AGREEMENT made between THE CITY OF BONNERS FERRY, a municipal corporation of the State of Idaho, herein "ENTITY," and BOUNDARY COUNTY FARMERS MARKET, herein "USER",

THE PARTIES AGREE AS FOLLOWS:

1. **USE OF PREMISES:** ENTITY hereby rents to USER the non-exclusive use of approximately 7,000 square feet of parking lot, Saturday mornings beginning April 30, 2022, and concluding October 1, 2022. The general area of use is as shown in Exhibit A, attached hereto.
2. **RENTAL FEE:** USER agrees to pay ENTITY rent for said premises payable upon execution of this Agreement in the amount of \$500 per season which includes \$100 for installation and removal of "Farmer's Market" banners. It shall be the responsibility of USER to request the installation and removal of banners from ENTITY. Upon receipt of request, ENTITY shall install or remove banners as soon as practicable.
3. **MEMBERSHIP IN CHAMBER OF COMMERCE AND TOURIST CENTER:** The parties to this Agreement recognize that the Farmers Market has the public benefit of attracting business to our community. As part of that community involvement the USER agrees to be a member of the Bonners Ferry Chamber of Commerce and the Bonners Ferry Tourist and Visitors Information Center.
4. **PURPOSE:** USER agrees to use the above Premises solely for the purpose of the sale of locally produced goods and for no other purpose.
5. **USE AND SECURITY:** USER acknowledges that this premise is designed for the public and shall not perform any activities or take any action which would endanger the public safety.
6. **HOUSEKEEPING:** USER agrees to keep the Premises clean and attractive at all times and return it to ENTITY in a good and clean condition. USER agrees not to alter the Premises or attach anything to the premises without first obtaining written approval of ENTITY. USER shall be responsible for garbage cans for the market.
7. **VENDORS:** The USER will be solely responsible for the conduct of all market vendors.
8. **UTILITIES:** The ENTITY grants to USER the use of the single electric outlet located on a light pole on the premises. The use of this outlet is for USER coordinated entertainment. Outlet shall not be utilized by market vendors.
9. **CONTACT:** All notices or compliance issues concerning this Lease shall be directed to the following individuals:

<b><u>ENTITY:</u></b>  Lisa Ailport City Administrator PO Box 149 Bonners Ferry, ID 83805 208-267-4379	<b><u>USER:</u></b>  Pam Roper, valkyriesocl@gmail.com
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10. **INSURANCE:** USER agrees to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000.00, which shall name and protect USER, all USER's employees, ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, and judgments for damages or injury to persons or property arising out of or in connection with the USER's acts. USER shall provide proof of liability coverage as set forth above to ENTITY prior to commencing its performance as herein provided, and require insurer to notify ENTITY thirty (30) days prior to cancellation of said policy.
11. **INDEMNIFICATION:** USER agrees to indemnify, defend, and hold harmless ENTITY, and its officers, agents and employees, from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of USER, USER's agents, employees, or representatives under this Agreement.

12. **USE:** USER agrees not to store, generate, use or bring upon the property hazardous waste as defined by applicable laws or otherwise use the property in a manner that will increase ENTITY's insurance rates for the property.

The USER agrees to that all vendor vehicles not integral to the product being sold will not be parked in the City Parking Lot or the Meeker Parking lot. Parking is available on Riverside Street, Arizona Street, and at the Fire Hall Parking Lot.

13. **TERMINATION:** This Agreement may be terminated immediately by ENTITY for breach of this Agreement by USER and either party may terminate this Agreement by 30 days written notice of termination to the other party.

14. **ENTIRE AGREEMENT:** This is the entire agreement of the parties and can only be modified or amended in writing by the parties.

15. **ATTORNEY FEES:** Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this Agreement or to declare forfeiture or termination.

16. **COMPLIANCE WITH LAWS:** USER agrees to comply with all federal, state, city, and local laws, rules and regulations.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2022.

ENTITY:

CITY OF BONNERS FERRY

By:

\_\_\_\_\_  
James R. Staples, Mayor

ATTEST:

\_\_\_\_\_  
Christine McNair, Clerk

USER:

BOUNDARY COUNTY FARMERS  
MARKET

By:

\_\_\_\_\_  
WITNESS:

Form and content approved by Andrakay Pluid as attorney for the City of Bonners Ferry.





# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

**TO:** Mayor and City Council  
**FROM:** Mike Klaus, City Engineer  
**DATE:** 2/25/2022  
**RE:** Electric – Fiber Quote

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A work group consisting of city staff and the Mayor have been working towards certain improvements to the electric system that are specific to the operations and control of the power plant and the Moyie Substation. Currently, no communication is available between the Moyie Substation and the power plant. This lack of communication has caused operational problems that leave our generators at risk of substantial damage.

The City has received a quote Wesco for fiber as well as pole connectors for the fiber. Fiber supplies are moving quickly and quotes are not valid for long. However, Wesco is holding on to the roll of fiber that was quoted until Wednesday after the Council meeting, in order to give us time to respond. With this memo, I am requesting up to \$25,000 for staff to purchase fiber, connectors, and other required parts for installation of fiber between the Moyie Substation and the power house. This expense was included in the electric department capital plan, and fits within the budget expected for this project.

Please contact me with any questions you may have regarding this proposed expense.

A handwritten signature in blue ink, appearing to read "Mike Klaus".

Mike





# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

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**TO:** Mayor and City Council  
**FROM:** Mike Klaus, City Engineer  
**DATE:** 2/25/2022  
**RE:** Lift Station #1 – Package Lift Station Bids

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Bids for the packaged lift station #1 replacement were received after this memo was written, so I will present to the Council the bids at the City Council meeting March 1, 2022. I anticipate the bids to range from \$125,000 to \$140,000.

Please contact me if you have any questions regarding this topic.

A handwritten signature in blue ink, appearing to read "Mike Klaus".

Mike



# MEMO

CITY OF BONNERS FERRY  
CITY ENGINEER

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**TO:** Mayor and City Council  
**FROM:** Mike Klaus, City Engineer  
**DATE:** 2/25/2022  
**RE:** Golf Course - Pump Replacement for Lower Pond

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The golf course no longer has an operational pump for the lower pond and staff has researched to determine the best option for replacing it. Below are pictures of a floating pump system that appears to be a great option for pumping out of the lower pond to the upper pond. The upper pond is where the irrigation system is fed from, so the lower pump is a very important part of the system.



I estimate that the total cost of parts for this project will be \$24,200, based on the summary below. Please note that this does not include labor for the city employees that will install the new pump system.

<u>Item</u>	<u>Cost</u>
Floating Pump System	\$ 17,000
Control Panel/Electrical	\$ 3,000
Valving	\$ 2,000
Contingency (10%)	\$ 2,200
<b>Total</b>	<b>\$ 24,200</b>

If we order the new pump system soon we should have it installed and operational before it is needed in early summer for irrigation.

Please contact me if you have any questions regarding this proposed expense.



Mike