

MINUTES
SPECIAL CITY COUNCIL MEETING
Bonnors Ferry City Hall
7232 Main Street
267-3105
January 5, 2022
5:00 pm

Mayor Dick Staples called the Council meeting of January 5, 2022, to order at 5:00 pm. Present for the meeting were: Council Members Brion Poston, Valerie Thompson, Rick Alonzo and Ron Smith. Also, present were: City Administrator Lisa Ailport, City Clerk/Treasurer Christine McNair, City Engineer Mike Klaus. Members of the public present were: Steve Fioravanti, John Delaney, Fay Almond, Jesse Stafford.

NEW BUSINESS

1. **City** – Workshop to consider projects for the American Rescue Plan Act funds {action item}
Lisa gave a power point presentation regarding the American Rescue Plan Act (ARPA) funds. There are FAQs on the Idaho Transparency website. The last day to spend the ARPA funds is December 31, 2026. A few ideas for the funds are a Cost-of-Service Analysis for the Water and Sewer Department and the Comprehensive Plan re-write. Mayor Staples asked if Lisa spoke with any other cities and how they are using the ARPA funds. Lisa said she has researched other cities uses on the internet. Rick asked if the rules have been loosened. Lisa said the interim rule has not changed. Valerie spoke about the Comprehensive Plan justifications. Lisa asked if Council feels staff is on track to align with where Council is at. Council said yes. Mayor Staples said it would be easy to spend all the money in either Water or Sewer. Mike said maximum positive benefits for the rate payers and taxpayers. Rick said if there is a large expenditure for a piece of equipment in the General Fund it will benefit the City more since otherwise the purchase may not be possible. Valerie said it is important to find middle ground for the City as well as the taxpayers. Valerie said it is essential to be good stewards of the taxpayers' money. Mayor Staples said the most important thing is justification. Lisa said staff will continue to investigate the possibilities.

2. **City** – Consider Resolution 2022-01-05 for intended uses for the American Rescue Plan Act (attachment) {action item}
Council made some recommendations for the resolution. Lisa will bring an amended resolution to the next Council meeting. Mayor Staples asked if a list can be presented to Council for possible projects. Lisa said staff will work on the list. Mayor Staples asked for a list of the three most important needs of each department.

3. **Sewer** – Consider amendments to Chapter 10, Sewer Ordinance (attachment) {action item}
Lisa gave a power point presentation for the Sewer Ordinance. There are some outdated items in the current ordinance that need to be removed or changed. Also standardizing the process, so when City employees leave, the process is the same for past and future customers. Development agreement and design standards that need to change will be in resolutions and ones that don't will be in the ordinances. Improved standards for lateral connections to the sewer main. Construction agreements are a new item. Council is comfortable with the items presented tonight and asked Lisa to bring it forward in ordinance format to a future Council meeting.

4. **City** – Discuss Clerk/Treasurer position {action item}
Mayor Staples said Christine has asked to have the duties separated. The list of duties were discussed. Christine said she wants to continue to be the Clerk and she will take a more active role in the Human Resource role. Education/experience requirements were discussed. Mayor Staples said this may be a part time position, so there are possibilities to make it full time, which adds to the budget. Valerie asked if it is possible to contract the Treasurer job. Christine said it is. Rick asked if it is possible to have the Payroll Clerk also be the Treasurer. Christine said that isn't a good idea, because there needs to be a separation of duties. Council asked for more details including a job description and wage estimate.

ADJOURNMENT

The meeting adjourned at 6:50 pm.