

**MINUTES  
CITY COUNCIL MEETING  
Bonners Ferry City Hall  
7232 Main Street  
267-3105  
April 19, 2022  
6:00 pm**

Mayor Dick Staples called the Council meeting of April 19, 2022, to order at 6:00 pm. Present for the meeting were: Council Members Brion Poston, Valerie Thompson, Rick Alonzo, Ron Smith. Also, present were: City Administrator Lisa Ailport, City Clerk/Treasurer Christine McNair, City Attorney Andrakay Pluid and Police Chief Brian Zimmerman. Members of the public present were: Marciavee Cossette, Jerry Higgs, Emily Bosant, Denise Crichton, David Clark and Fay Almond.

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

**Meeting ID: 176727634**

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

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING**

Fee hearing for new or increased fees

Mayor Staples opened the public hearing at 6:01 pm

Lisa gave a brief description of the new or increased fees.

There were no public comments.

Mayor Staples closed the public hearing at 6:07pm.

**PUBLIC COMMENTS**

Jerry Higgs spoke regarding drainage in the Marx subdivision.

**REPORTS**

SPOT Ron Smith said the executive director has resigned and they will be looking for a new one.

**CONSENT AGENDA – {action item}**

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the April 5, 2022 Council meeting minutes
4. Treasurer's Report

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

**OLD BUSINESS**

**NEW BUSINESS**

5. **City** – Consider adopting Resolution 2022-002 for new or increased fees (attachment) {action item}

Lisa said the new fees cannot take effect until a resolution has been adopted. Ron Smith moved to adopt Resolution 2022-002 A resolution of the Mayor and Council of the City of Bonners Ferry, Idaho adopting a revised fee schedule for services provided and regularly charged by the City as specified by City Code and providing that this resolution be effective upon its passage and approval by Council. Rick Alonzo seconded the motion. The motion passed. Valerie Thompson – yes, Rick Alonzo – yes, Brion Poston – yes, Ron Smith – yes

6. **City** – Discuss the Traffic Safety Committee {action item}

Mayor Staples said we have four open seats, so currently do not have a quorum. Rick asked for Brian Zimmerman's opinions. Brian said the committee took the recommendations from the Police and Street Departments, so Brian feels it will be fine to just take the recommendations from the Police and Street Departments instead of the Traffic Safety Committee. Valerie feels it is a good idea to keep the committee for the Bike and Pedestrian plan work. Lisa said the Traffic Safety Committee wasn't involved in the Bike and Pedestrian Plan exercise. The committee has been used in deciding where a stop sign goes. Valerie asked if the committee could be used in decision for LHTAC grants. Lisa said absolutely. Ron feels the committee will take the lead from the Police and Street Departments. Lisa said when you have a Planning and Zoning Committee that deals with the impacts of commercial and industrial developments in the City Codes, bringing in another layer of review from the transportation side tends to get a little muddy on how the feedback is to be

presented to a builder or developer as it affects transportation systems. Valerie asked if the committee convolutes the process. Lisa feels it definitely slows it down but she doesn't want to discourage public involvement. Valerie Thompson moved to table this for a future meeting to consider disbanding the committee. Rick Alonzo seconded the motion. The motion passed. Ron Smith – yes, Rick Alonzo – yes, Valerie Thompson – yes, Brion Poston – yes

7. **City** – Consider the revised Extension Policy (attachment) {action item}

Christine said there were only two areas that were changed regarding the electric transformers. Ron asked if we only provide water and sewer services inside the City limits. Lisa said yes. Rick Alonzo moved to adopt the revised Extension Policy. Ron Smith seconded the motion. The motion passed. Brion Poston – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

8. **Electric** – Consider the revised Billing Policy (attachment) {action item}

Christine said there were numerous changes to this policy due to formatting issues and for clarification. Rick said basically we send a bill and people pay. Christine said correct. Valerie Thompson moved to accept the revisions to the Billing and Collections Policy IV-B. Rick Alonzo seconded the motion. The motion passed. Rick Alonzo – yes, Valerie Thompson – yes, Brion Poston – yes, Ron Smith – yes

9. **City** – Consider the revised Personnel Policy (attachment) {action item}

Christine said a few changes listed in the memo. Ron asked if every employee will receive a copy of this policy. Christine said they will. Rick Alonzo moved to adopt the revised Personnel Policy. Ron Smith seconded the motion. The motion passed. Valerie Thompson – yes, Ron Smith – yes, Brion Poston – yes, Rick Alonzo – yes

**ADJOURNMENT**

The meeting adjourned at 6:35pm.

**INFORMATION** – Draft Minutes – Golf Committee