

**MINUTES
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
September 20, 2022
6:00 pm**

Mayor Dick Staples called the Council meeting of September 20, 2022, to order at 6:00 pm. Present for the meeting were: Council Members Brion Poston, Valerie Thompson and Ron Smith. Also, present were: City Clerk/Treasurer Christine McNair, City Engineer Mike Klaus, City Administrator Lisa Ailport and Police Chief Brian Zimmerman. Members of the public present were: Tully Reinhardt, Anna Chase, Emily Bonsant 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

PRESENTATION

Electric Cost of Service Analysis by FCS Group

Sergey Tarasov with FCS Group presented the Electric Cost of Service Analysis. Sergey said it is important to make sure the Electric Department is sustainable on its own. This study is looking forward to the next five years. FCS worked with staff and looked at all of the revenue and expenses for the Electric Department. The current rates will not provide enough revenue to cover costs in the future, which shows a need for rate increases. A five percent increase for the average household will result in approximately a \$4.40 per month. The City of Bonners Ferry has the lowest rates in the area. Most of the class of services are doing alright. An average increase will be sufficient for most of the rate classes. This analysis also looked at transitioning a contract customer to a regular rate class, by creating a new rate class. Valerie asked about the interdepartmental rates. Sergey said it will increase at the five percent rate. Lisa thanked Sergey for all of the work he has done on this cost-of-service analysis.

PUBLIC COMMENTS

No public comments were given.

REPORTS

City Administrator Lisa Ailport said some work was done near the Myrtle Creek intake by the fire crews.

City Engineer Mike Klaus said the highway should be striped and open next week. Valerie asked if the delay with the lift station will have an effect on the cost. Mike said he doesn't think so. The crane from the Moyie Dam project will unload the lift station parts.

SPOT Ron Smith said they have a new executive director that should be starting next week.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the September 6, 2022 Council meeting minutes
4. **Electric** – Consider authorizing the Mayor to sign the contract with Eby Tree Services, LLC for tree removal services (attachment)
5. **Electric** – Consider authorizing the Mayor to sign the contract with Asplundh Tree Expert, LLC for tree removal services (attachment)

Valerie asked why we are contracting with two tree service companies. Lisa said they offer different services and have different availability. Valerie Thompson moved to approve the consent agenda. Brion Poston seconded the motion. The motion passed. Ron Smith – yes, Valerie Thompson – yes, Brion Poston – yes

OLD BUSINESS

6. **City** – Discuss flower baskets for Fiscal Year 2023 {action item}

Valerie Thompson moved to approve the purchase of flower baskets through the Deer Park vendor for fiscal year 2023. Ron Smith seconded the motion. The motion passed. Brion Poston – yes, Ron Smith – yes, Valerie Thompson – yes

NEW BUSINESS

7. **City** – Consider waiving the fee for Boundary County School District for the Homecoming Parade (attachment) {action item}
- Tully Reinhardt and Anna Chase said homecoming was scheduled early this year, which didn't give the school much time to plan the event. They are asking the City to waive the fee for the homecoming parade. Valerie said since the City no longer waives fees, it may be possible for the City to sponsor this event. Christine said we have to have a list of volunteers and that will need to be approved tonight. Lisa text Andrakay and Andrakay said they can just say Boundary County School District. Valerie Thompson moved to have the City of Bonners Ferry sponsor the homecoming parade for 2022 on Friday, September 23, 2022

from noon – 1:00 pm. Brion Poston seconded the motion. The motion passed. Valerie Thompson – yes, Ron Smith – yes, Brion Poston – yes

8. **Electric** – Consider approval of Resolution 2022-005 the Electric Cost of Service Analysis (attachment) {action item} Lisa said the cost-of-service analysis was necessary to appropriate the correct distribution of costs for the classes of customers. This resolution does not enact the fees, it will direct staff for the next five years to align with the cost-of-service. Brion asked if these rates will be revisited each year. Lisa said yes, in the form of a Fee Resolution. Valerie Thompson moved to approve Resolution 2022-005 the Electric Cost of Service Analysis. Brion Poston seconded the motion. The motion passed. Brion Poston – yes, Ron Smith – yes, Valerie Thompson – yes

9. **Street** – Consider authorizing the sale of the 1986 Huff loader to the Electric Department (attachment) {action item} The loader is still in good shape and operational. Ron asked if it has to be declared surplus. Lisa said no, it can be sold to the Electric Department. Brion Poston moved to sell the circa 1986 Huff loader to the Electric Department in the amount of \$5,000.00. Valerie Thompson seconded the motion. The motion passed. Valerie Thompson – yes, Brion Poston – yes, Ron Smith – yes

10. **Street** – Consider purchasing a replacement sickle (attachment) {action item} Lisa said the Street Department has been frugal and is hoping to accomplish tasks more efficiently by purchasing a new sickle. The sickle will be used to mow the ditches. The sale of the loader will help purchase the new sickle. Mayor Staples asked what will happen to the old sickle. Lisa said it is being used at the golf course. If it becomes unusable it will be sold as surplus. Brion checked into replacement parts, and it wasn't good. Lisa said she can talk to Scooter again. Mayor Staples asked how much more the one Brion looked at is. Brion said the two he looked at are \$7,000 and \$9,000. Mayor Staples wants Brion to speak with Scooter regarding this purchase. Brion Poston moved to authorize up to \$9,500.00 for the City Street Department to purchase a sickle bar mower. Ron Smith seconded the motion. The motion passed. Valerie Thompson – yes, Brion Poston – yes, Ron Smith – yes

11. **City** – Fee Workshop

Lisa said once the fees have been published, they can't increase, but Council can lower them. Christine said fewer dog licenses have been sold this year. Staff thinks more people are having their dogs chipped, so that may be the reason for fewer licenses being sold. Staff is recommending an increase in business licenses to cover the cost of service. Lisa said the building permit fees are not adequate to cover the costs. Staff recommended a 15% increase for the golf fees. The Golf Committee recommended a five percent increase for golf fees, excluding the golf sheds. Mayor Staples wants the rates to be an even dollar amount. Council thinks a 10% increase for all golf fees. Lisa said staff is interested in removing the in-city rate for swim lessons, to just have one rate for swim lessons. Brion asked about charging daily fees for the pool. Lisa said that is a discussion for a future meeting. Lisa wants to wait another year to evaluate the electric vehicle charging station. Staff is recommending implementing the cost-of-service analysis for electric fees. As well as increasing the other utilities at the same rate.

ADJOURNMENT

The meeting adjourned at 7:52 pm.

INFORMATION

Golf Committee draft minutes for September 19, 2022

Planning and Zoning draft minutes for September 15, 2022