

Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry appreciate an involved constituency. Testimony from the public is encouraged for items listed under the Public Hearing portion of the agenda. Any individual may address the council on any issue, whether on the agenda or not, during the Public Comments period. Individuals addressing the Mayor and Council during Public Comment should refrain from using that time to address the performance of or to make complaints about a specific employee. Public participation during the business portion of the meeting will generally not be allowed, with the discretion left to the Mayor and Council. Special accommodation to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

Vision Statement

Bonners 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
Bonners Ferry City Hall
7232 Main Street
267-3105
July 2, 2024
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 Engineer-Administrator/Urban Renewal District/SPOT/Golf/EDC

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of minutes for 5/21/24 and 6/18/24 regular council meetings.

NEW BUSINESS

4. **CITY- (action item)**-Consider a letter of support for an application for the Forest Legacy Program.

ADJOURNMENT

Those who wish to address City Council during the council meetings are encouraged to adhere to the guidelines below.

Public Comment Guidelines:

Speakers are encouraged to:

- State their name and city of residence.
- Focus comments on matters within the purview of the City Council.
- Limit comments to three (3) minutes or less.
- Those who wish to speak should sign up on the sheet provided by the Clerk.
- Practice civility and courtesy.
- City leaders have the right and the responsibility to maintain order and decorum during the meeting.
- Time may be curtailed for those speakers whose comments are disruptive in nature.
- Refrain from comments on issues involving matters currently pending before the City's Planning and Zoning Commission or other matters that require legal due process, including public hearings, City enforcement actions, and pending City personnel disciplinary matters.
- Comments that pertain to activities or performance of individual City employees should be shared directly with the employee's supervisor or with the Mayor and should not be the subject of public comment.

MINUTES
May 21, 2024
6:00 pm

Council president Adam Arthur called the meeting to order at 6:00pm. Council present were Val Thompson, Brion Poston, Ron Smith.

Staff present were City Engineer/Administrator Mike Klaus, Police Chief Willie Cowell, Business/Tax Clerk Lara Tyler, City Attorney Andrakay Pluid via Zoom.

Public present were Gerald Higgs, Jessica Tingley, Cassie Olson, Erik Olson, Dick Staples, Denise Crichton, Carolyn Birrell.

PUBLIC COMMENTS

Carolyn Birrell spoke about the BPA program for window replacement and also if the city still has the Facebook page.

REPORTS

Police- Police Chief Willie Cowell reported there were 22 infractions reported, 6 misdemeanors, and 3 felony drug arrests. There were 7 calls to assist outside the city limits by the sheriff's office. Willie reported that they were the primary on a search warrant service assisting ITAC (Internet Crimes Against Children). This is a federal taskforce. There was a resident that was in city limits that was being investigated after a child predator in New Hampshire was arrested. They got into his electronic devices and read his correspondence between him and the suspect in Bonners Ferry. They assisted the ITAC in detaining the suspect and searching his home. 30-33 electronic devices were seized. The feds are now looking into them for crimes against children. The suspect has not been charged yet, but the investigation continues by the feds.

Fire- No report

City Engineer-Administrator- Mike said that Condie Stoker & Brown is an auditing agency in southern Idaho that is working on our audit they should have 2021 done by the end of June so that the State Tax Commission can release funds that have been withheld since October. The goal is to get the FY2022 audit complete by September 30th, so that we don't lose the ability to change the levy rate.

The pool has received 14 applications, and it looks like the pool will be well staffed. Mike said he will probably be coming to council next month to try and elevate one of those individuals to Assistant Pool Manager to take some of the burden off David Hatch who has worked just about every day of the week for the past few years.

Mike said there is a developer who is looking at putting in six new duplexes off Alderson Lane and in talking with the owner they are looking at possibly naming the street Taft Street. Mike will confirm that there is not another street in the city with that name and will be coming to council at a future meeting with this item for a decision.

Mike said there has been more developer interaction than he has seen since he moved back in 2006. There is probably going to be more residential housing built by the end of this year in the city limits. This is taking up a lot of time.

Mike said since Lisa Ailport left the Facebook page has been down and he has been talking with City Attorney Andrakay Pluid on how to resurrect that account. The discussion has been about if they want to have someone managing the page all the time or go to an informational only format. This will allow them to post pool closures and the information for the window rebate program through BPA will be on there as well.

Urban Renewal District- No report

SPOT- No report

Golf- No report

EDC- No report

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the minutes from the 7/24/23 Joint Council Meeting, and the 4/2/24 Regular Council Meeting.

Val Thompson made a motion to approve the consent agenda. Brion Poston seconded the motion.

Result:	Approved
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Ron Smith, Adam Arthur, Val Thompson, Brion Poston
Voted No	
Absent	

NEW BUSINESS

4. **GOLF- (action item)-** Consider donating the green fees to the Friends of Mirror Lake from the Friends of Mirror Lake tournament on 6/14/24.

Dick Staples said this is an annual tournament that has been requested before. All the money that goes to Friends of Mirror Lake goes back to the golf course. There have been many improvements made with these funds.

Brion Poston made a motion to donate the green fees to the Friends of Mirror Lake from the Friends of Mirror Lake tournament on 6/14/24. Val Thompson seconded the motion.

Result:	Approved
Moved by:	Brion Poston
Seconded by	Val Thompson
Voted Yes	Brion Poston, Val Thompson, Adam Arthur, Ron Smith
Voted No	
Absent	

5. **CITY- (action item) [attachment]-** Consider approval of MOU with Idaho Department of Agriculture and Boundary Soil Conservation District to use city property for boat check station.

Mike said the location for this is off Arizona street and is between there and the casino. They are right between two state lots. The property is grassy and has electric, water, and sewer available. Cassie Olson is here to explain more about this.

Cassie Olson works for Boundary Soil Conservation District and has been working since January on getting a watercraft boat check station here. Casie was approached by Idaho State Department of Agriculture and has been to KVRI meetings and County Commissioner meetings getting support for this boat check station. They were going to set up on the casino property until a couple weeks ago when the Kootenai Tribe decided they did

not want them on their property. Cassie said they have been working with Idaho Transportation Department to get all the signage in place and are days away from wanting to get this open. Everything is in place, and it is just now a matter of location. This would be one of two sites in Idaho that is not on ITD property. This will employ 8-10 people starting at \$15.00 per hour. Cassie said they are asking for permission to use the property and will close it out in September. Mike said he took each department head out and none of them had concerns.

Brion Poston made a motion to approve the MOU with Idaho Department of Agriculture and Boundary Soil Conservation District to use city property for boat check station. Val Thompson seconded the motion.

Result:	Approved
Moved by:	Brion Poston
Seconded by	Val Thompson
Voted Yes	Ron Smith, Adam Arthur, Val Thompson, Brion Poston
Voted No	
Absent	

- 6. **ELECTRIC- (action item)** [attachment]- Consider approval of change order with Riverside Inc. and project close out documentation for the Unit 1 repairs.

Mike said that there has been a lot of back and forth between the city and the contractor in the last 30 days. Mike and the mayor talked about this quite a bit before he left. There was a request for \$20,000.00 for a change order and it's kind of a complicated problem where a bearing failed and it's not clear whether it is the city's fault or the contractor. The city landed in the middle. Mike said his recommendation of \$10,000.00 would be the equitable solution.

Val Thompson made a motion to approve change order #3 for \$10,000.00 and authorize the council president to sign the change order and project close out documentation for the Unit 1 repairs project, with the time extension as shown in the documentation.

Result:	Approved
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Brion Poston, Val Thompson, Adam Arthur, Ron Smith
Voted No	
Absent	

- 7. **CITY- (Discussion only)** - Consider dates for joint meeting with Boundary County and the City of Moyie Springs.

Mike said he received an email from the county last week asking when we might want to meet and with the mayor being gone until the end of June, Mike asked Michelle Rohrwasser and Donna Funkhouser if they could maybe wait until July. Mike said he proposed two dates to them that were Tuesdays and off council dates of July 9th or 23rd. The City of Bonners Ferry will be hosting this time, and we are able to use the Annex building. Council discussed the dates and were open to either date.

ADJOURNMENT

Council President Adam Arthur adjourned the meeting at 6:23 pm.

**MINUTES
CITY COUNCIL MEETING
June 18, 2024
6:00 pm**

Council President Adam Arthur Called the meeting to order at 6:00pm. council present are Brion Poston, Ron Smith.
Staff present were City Engineer/Administrator Mike Klaus, Police Chief Willie Cowell, City Attorney Andrakay Pluid.
Public present were Jessica Tingley, Gerald Higgs, David Clark, Emily Bonsant.

PUBLIC COMMENTS

No Public Comments

REPORTS

Police- Police Chief Wille Cowell reported that the computers have been down at the city, and he didn't have access to his notes. There were approximately twelve infractions reported to the clerk's office, four misdemeanors forwarded to the prosecutor's office, at least eight outside city assist calls from the sheriff's office, and no felonies
Fire- No Report
City Engineer-Administrator- The server has been down for several days due to a change to our active directory. The memos and other documents were not able to be created or printed for tonight's meeting. The explanation for the items will have to be given verbally tonight.
Urban Renewal District- No Report
SPOT- No Report
Golf- No Report
EDC- No Report

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll

Brion Poston made a motion to approve the consent agenda. Ron Smith seconded the motion.

Result:	Approved
Moved by:	Brion Poston
Seconded by	Ron Smith
Voted Yes	Ron Smith, Adam Arthur, Brion Poston
Voted No	
Absent	

NEW BUSINESS

3. **CITY- (action item)** [attachment]-Consider approval of revised contract with SCAA.
Andrakay explained that the contract needed to have a couple changes.

Andrakay said that second chance has requested a few modifications to the agreement we have with them for shelter services. There were several things in the contract that were old, such as they do not sell dog tags, as well as there were a couple of dogs that were taken due to animal abuse, and they have become long term residents of the shelter while they were resolving the criminal cases. There are provisions in there that says how long the prosecutor's office has to notify them about whether or not they are going to do a petition to orphan the animal or not so that Second Chance isn't holding on to dogs for months at a time while the criminal case is being resolved. Second Chance is asking for a 3% increase in the contract that will take effect October 1, 2024.

Ron Smith made a motion to approve the revised contract with SCAA. Brion Poston seconded the motion.

Result:	Approved
Moved by:	Ron Smith
Seconded by	Brion Poston
Voted Yes	Ron Smith, Adam Arthur, Brion Poston
Voted No	
Absent	

4. **POLICE- (action item)-** Consider approval of COPS grant application for new equipment.

Police Chief Willie Cowell said that this grant is for handheld radios and is 100% covered and there are no strings attached. They have band and digital capabilities that would allow them to link up with Statecomm. Currently willie said he can stand outside the sheriff's office and dispatch cannot hear them on the current radios. This would allow them to program all the ISP channels from here to Boise and if one of our officers is traveling for training and gets into an incident, they would be able to communicate with law enforcement directly instead of having to use their cell phone. The grant would allow the Police Department to purchase 10 Motorola radios, they are about \$8,000.00 each and this would allow for the purchase of all the accessories as well. There is no match for this grant.

Brion Poston made a motion to approve the COPS grant application for new equipment. Ron Smith seconded the motion.

Result:	Approved
Moved by:	Brion Poston
Seconded by	Ron Smith
Voted Yes	Ron Smith, Adam Arthur, Brion Poston
Voted No	
Absent	

5. **CITY- (action) [attachment]-** Consider approval of contract with Sewell and Associates for structural design assistance.

Mike said that we have a couple of buildings that were in the capital plan this year that the city wants to build. Mike said there are building permits that need to be submitted for them and there is a fair bit of structural work as far as rebar, concrete and framing. Mike would like to get some assistance with that to have his plans reviewed by a structural engineer. This contract is up to \$20,000.00 and may go on for up to a couple of years. The contract can be terminated within 60 days by either party.

Brion Poston made a motion to approve the contract with Sewell and Associates for structural assistance over a period of time and up to \$20,000.00 maximum. Ron Smith seconded the motion.

Result:	Approved
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Moved by:	Brion Poston
Seconded by	Ron Smith
Voted Yes	Ron Smith, Adam Arthur, Brion Poston
Voted No	
Absent	

6. **Executive Session-** pursuant to Idaho Code 74-206, (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.

Ron Smith made a motion to go into Executive Session at 6:12 pm. Brion Poston seconded the motion.

Result:	Approved
Moved by:	Ron Smith
Seconded by	Brion Poston
Voted Yes	Ron Smith, Adam Arthur, Brion Poston
Voted No	
Absent	

ADJOURNMENT

Executive session out at 6:49pm. and no decisions were made. Council President Adam Arthur adjourned the meeting at 6:49 pm.