

Mayor Darrell Kerby called the regularly scheduled meeting of January 8, 2008 to order at 6:00 p.m. Present for the meeting were Mayor Kerby, Council President Russ Docherty, Council Members John Langs, Mick Mellett, and Dave Gray, Clerk Kris Larson, Police Chief Dave Kramer, Fire Chief Larry Owsley, Deputy Police Chief Rick Alonzo, Police Officer Randy Tremble, Police Officer Foster Mayo, and Attorney Tim Wilson. Also present were David Sims, Patty Kerby, Dave Anderson, Connie Wells, Bob Graham, Dave Schuman, Jeannette Woodard, Savannah Bowers, and Bailey Haynie, Sidney Perrizo, Luke Woodard, Laurie Tremble and Jake Tremble.

The first business was a presentation from the fire department and police department to the group notifying them of the operations of the departments.

Tom Hollingsworth, Jay Cohn, Mike Sloan, and Jeff Urbanik joined the meeting at 6:41 p.m. Laura Anderson and Joy Bucher joined the meeting at 6:49 p.m. Jim Fritzsche and Dottie Gray joined the meeting at 6:57 p.m. Also joining the meeting were Stephanie Sims, Patricia Mayo, Sarah Thomas, Melanie and Dick Staples, Barb and Cal Russell, Randy Peterson, John Wells, and John Youngwirth.

Mayor Kerby welcomed everyone to the meeting.

Jay Cohn informed council that the clocks are here and they are five feet in diameter and they look great. The controllers are also here and we are just waiting for B.F. Builders to frame and install the clocks.

Dave Gray had a question regarding the minutes from the previous meeting so they were removed from the consent agenda business. Mick Mellett moved to approve items 1-3 on the consent agenda. Russ Docherty seconded the motion. The motion passed, all in favor. Consent agenda items approved were: roll call; approval of accounts payable for January 8, 2008; approval of payroll dated January 4, 2008; December 21, 2007, and December 7, 2007.

Dave Gray questioned the department head being part of the interview committee as spoken to in the December 18, 2007 minutes. Dave Gray moved that the department head be named as a supplement in the minutes. John Langs seconded the motion. The motion passed, all in favor.

John Langs moved to approve the minutes as amended. Russ Docherty seconded the motion and it passed, all in favor.

Mayor Kerby requested that the third reading of Ordinance 504 be tabled until the new officials are in office. John Langs moved to table the reading until new business. Russ Docherty seconded the motion and it passed, all in favor.

Russ Docherty moved to table the annexation issue until new business. Mick Mellett seconded the motion and it passed, all in favor.

Mick Mellett moved to table the resort tax issue until new business. Russ Docherty seconded the motion. The motion passed, all in favor.

Dave Kramer introduced the new police officer Jeanette Woodard. She introduced her family. Jeanette Woodard was then sworn into office.

Mayor Kerby recessed the meeting for the new officials to come on board. The new Mayor, Dave Anderson, and Council people, David Sims and Connie Wells, were sworn into office.

Mayor Dave Anderson thanked the outgoing Mayor and Council and said they have a combined experience of 77 years.

Darrell Kerby, Mick Mellett, Russ Docherty, Patty Kerby, Bob Graham, Dave Schuman, Randy Tremble, Laurie Tremble, Jake Tremble, Jeannette Woodard, Savanah Woodard, Bailey Woodard, Sidney Perrizo, Luke Woodard, Foster Mayor, Patricia Mayo, Tom Hollingsworth, Laura Anderson, Joy Bucher, Dottie Gray, Stephanie Sims, Melanie and Dick Staples, Barbara and Cal Russell, and John Wells left the meeting.

Mayor Anderson asked for comments from the group. Jay Cohn commented that he had previously requested that the time of the meeting be changed to an earlier time.

Dave Gray moved to approve the new business consent agenda. Dave Sims seconded the motion. The motion passed, all in favor. The new business consent agenda contained the following: approval for Dave Kramer and Rick Alonzo to attend the Idaho Chiefs Meeting in Boise on February 4-5, 2008; approval for Steve Galbraith and Tim English to attend a Weed Spray Training in Coeur d'Alene on January 24, 2008; approval for two water employees to attend a Land Application Class in Coeur d'Alene on January 29-30, 2008.

Dave Gray moved to nominate John Langs as council president. Dave Sims seconded the motion. The motion passed, all in favor.

Jeff Urbanik from the Boundary Backpack Club spoke to council regarding the snow drags. He said the event will be at the fairgrounds and will be dedicated to Joe Mesenbrink. Mayor Anderson said the county will insure the event. John Langs moved to approve the special event permit and waive the special event fee. Dave Gray seconded the motion. The motion passed, all in favor.

Jeff Urbanik and Randy Peterson left the meeting at 7:28 p.m.

John Langs would like to table the facility extension policy amendment. Dave Sims asked Tim Wilson if he had researched his question regarding fees. Connie Wells seconded the motion. Clerk Larson explained the retirement of services amendment proposed. John Langs questioned charging a new owner for the base rates for a service they have not had. Tim Wilson commented that the new owner is not paying for something that has happened in the past. He said the

monthly charge is the value of the material and labor we have to put into the system to hook up the new owner. Dave Sims asked Jim Fritzsche for clarification of the water service retirement since we are metered as to what physically happens. Jim said it depends on the property in question but normally the meter is pulled and locked. Jim said at the Head Start site the service line from the main to the property needs replaced and so it must be dug up and the pipe replaced back to the main line as well as a new meter installed. He said the sewer service will also need to be replaced back to the main line. Jim said at Head Start all new services will be installed by the city. In other circumstances, the meter may only be pulled so there would not be as much that would need to be done to restore service. Dave Sims said the statute says the fee that is collected should be reasonably related to but shall not exceed the actual cost of the service rendered. He said if we make the fee based on how long the service has been retired it is arbitrary in relation to the cost to turning the service back on in a lot of cases. The motion passed, all in favor.

The group discussed utility billing. Clerk Larson said Black Mountain Software gave a demonstration over the internet. They can accommodate the automated meter readings like we do now with Avista as well as the hand held reads like we do now. Depending on the data transfer Black Mountain anticipates having us up and running in March or in April. Other cities contacted like the software and say the billing is simple to do with Black Mountain. Kris said it may be an option to print and mail the bills ourselves rather than outsource the billing. The meter reading routes are something that needs to be looked at so that we can schedule the billings accordingly so they are timely. Dave Gray commented on shut offs. Kris said the city tries to work together on the shut offs in the winter between the electric and water departments so the customer does not get frozen pipes. John Langs asked about the relationship with Black Mountain currently. Kris said we have a good working relationship and feel they have good programs and their help is easy to access and they are customer oriented. She said we would like to have Black Mountain demonstrate the software as soon as possible to council. David Sims asked about the service order program. Kris said we now have an inventory module but it does not do us much good because it does not tie into the other software programs. We want to look at the service order module for our work orders but it is not necessary at this time. Dave Sims also asked about automated telephoning. Kris said if we could start with billing, cash receipting, and automated meter reading modules this would be a good start. David Sims asked about past data. Kris said Black Mountain will convert all meter reads but they have said the financial data may not be able to be converted. Black Mountain will give us a quote on the financial data conversion. Mayor Anderson asked about employee needs or space needs. Kris said the new position being advertised will help fill the needs of the office. John Langs asked if one person will be dedicated to the billing. Kris said there will not be one person solely doing the billing at this time. She said the new person will help with clerical duties and we will divide the duties of the office among the staff in the clerk's office. Dave said he likes the ease of billing with the post card but personally he only receives one bill that does not include a return envelope and we may hear from the customers. Kris said we take about 900 payments in person from our

customers per month. Connie Wells moved to approve the purchase of the Black Mountain Software utility billing, cash receipting, and automated meter reading software modules and bring the billing back in house. Dave Gray seconded the motion. The motion passed – John Langs “yes”, Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”.

Tim Wilson spoke to the group regarding ordinance reading. He said it was legal to read the ordinance by title only under suspension of the rules. John Langs moved to suspend the rules and have the third reading of Ordinance 504 by title only. Dave Sims seconded the motion. The motion passed, all in favor. Tim Wilson read Ordinance 504 by title only.

John Langs moved to adopt Ordinance 504 Planning and Zoning Rewrite. Connie Wells seconded the motion. The motion passed – John Langs “yes”, David Sims “yes”, Connie Wells “yes”, Dave Gray “yes”. The summary of Ordinance 504 reads as follows:

SUMMARY OF PROPOSED ORDINANCE 504  
REPEALING ORDINANCE 159 BONNERS FERRY ZONING ORDINANCE

The City of Bonners Ferry hereby gives notice of the repeal of Bonners Ferry Ordinance 159 and the adoption of the City of Bonners Ferry Ordinance 504, Zoning Ordinance, an ordinance regulating and defining the interpretation of the zone restrictions of the city of Bonners Ferry, the establishment of districts, purposes and restrictions to include official map and regulations concerning buildings, non-conforming uses and structures, buildings under construction, permits, special use permits, amendments of the act, variances, developers agreements, supplemental regulations, manufactured/mobile home parks, zoning administration to include enforcement with penalties for failure to comply, including criminal action and/or civil actions in enforcement of the ordinance.

The full text of this ordinance is available at the city hall for viewing by the public.

There was no update for annexation according to Tim Wilson. He said we will proceed after a summary is prepared by the city administrator. Dave Sims said we need to look at the issue again. Mayor Anderson asked where we were in the annexation process. Tim Wilson explained the notice requirement was lacking when it was looked at in 2007 so rather than risk a challenge it was decided to postpone the issue until the new council was on board. John Langs asked if the new council still wants to proceed with the issue. Dave Sims said he would like to get information from Larry Owsley, Mike Klaus, and John Youngwirth to get their opinions. Connie would like to see what benefits there would be to the city as well as problems. John Langs moved to table the annexation issue until the next meeting. Dave Sims seconded the motion. The motion passed, all in favor.

Tim Wilson spoke regarding the resort tax issue. The resort tax issue will be looked at a later date. Dave Gray moved to table the resort tax until a later date when more information is available. Connie Wells seconded the motion. Dave Sims commented that the issue should still be worked on by staff. The motion passed, all in favor.

Mayor Anderson informed council that the change order for unit four repairs that was approved at the special meeting was short changed in the amount of \$6,990 due to an error. John Langs moved to overcome the oversight and approve change order 2a for the unit four repair cost increase. Dave Gray seconded the motion. The motion passed – John Langs “yes”, Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”.

Dave Sims moved to go into executive session at 8:16 p.m. per Idaho Code 67-2345 (1) (f) for discussion of legal issues. John Langs seconded the motion. The motion passed – John Langs “yes”, Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”. The executive session ended at 8:44 p.m.

The regular meeting reconvened.

Dave Sims asked if the heading of the agenda format could be discussed at the next meeting. It will be on the next meeting agenda.

Dave Gray moved to adjourn the meeting at 8:46 p.m. Connie Wells seconded the motion. The motion passed, all in favor.

---

David Anderson, Mayor

Attest:

---

Kris Larson, City Clerk