

Council President John Langs called the council meeting of August 26, 2008 to order at 6:30 p.m. Present for the meeting were Council President John Langs, Council Members Dave Sims, Connie Wells, and Dave Gray, Clerk Kris Larson, City Administrator Stephen Boorman, City Engineer Mike Klaus, Police Chief Rick Alonzo, Police Officer Joel Minor, Economic Development Coordinator Mike Sloan, Street Department Supervisor John Youngwirth, and Attorney Tim Wilson. Also present were Donalyn Dovale-Brown from the Animal Pound, Debbie Richardson, Rhonda Hammerslough, Jay Cohn, and Sarah Thomas. Mayor Dave Anderson was gone on personal business.

Police Chief Rick Alonzo said six DUI arrests have been made and minors consuming charges have been filed since the last meeting. There have been two vehicle crashes and there was also what was thought to be explosives that were found at the Loren Huggins residence that turned out to be flares. There are ongoing scams; one was regarding a sweepstakes in Canada. There were several cases of graffiti over the weekend. Dave Gray read from a list of items that Mike Ashby has requested be done due to graffiti being painted on the vets memorial near the Library. Attorney Wilson spoke regarding the procedures to be followed for court actions.

John Youngwirth gave the fire department report and said there was a CO2 detector alarm response at the Lon Huggins residence, a tree sparking on a power line that the electric department took care of, and there was a dynamite/flare call that was responded to since the last meeting.

Stephen spoke regarding the Association of Idaho Cities LID case study and the City of Bonners Ferry may be looked at. The final work order for Head Start resulted in a hard cost to the city of \$862.00 plus the connect fees that were waived. Kudos should be given to the street department for the work they did on Tamarack Street. They did a great job. The pool is closed for the year due to school sports beginning. The wind storm resulted in a tree falling on the diesel shop at the city yard bending some tin and damaging a transformer.

Dave Sims moved to approve the consent agenda. Dave Gray asked that items #5 through #10 be pulled to discuss the costs. Dave Sims moved to approve items #1 through #4. Connie Wells seconded the motion. The motion passed, all in favor. The consent agenda contained the following: roll call, approval of accounts payable and payroll, and approval of August 5, 2008 and August 19, 2008 minutes.

Water Department Supervisor Jim Fritzsche joined the meeting.

Dave Sims spoke regarding visitors center maintenance. He said there appears to be an ongoing problem with trash at the visitor center. Dave has been keeping track of the issue by checking each day. Dave said we may need larger trash receptacles because we do not want this garbage on the ground or be the image we want to portray. Stephen said when we built the visitor center we did not want to put in a dumpster due to the views from the center. Dave Sims suggested contracting with Bonners Ferry Garbage to pick up the garbage during the week when they pick up the residential garbage. John Youngwirth said the biggest problem is on Mondays due to the activities on the weekends. Dave Gray said there have been times when he has visited the center and it has been out of paper towels and he has personally purchased paper towels for use over the weekends. Dave Gray said we need to make sure the paper towels, toilet paper, soap, and garbage are taken care of. Donalyn Dovale-Brown spoke and said the garbage cans are not as

full as they look and the towels just need to be pushed down. She said there have been problems with the paper towels but today she learned that there may be an option. She said the volunteers have her phone number in case there is a problem in the restrooms. Dave Sims said his point is not to place blame on anyone or the city crews but the point is that it needs to be kept nice. Jim Fritzsche asked if there is the possibility of installing air dryers. Mike Sloan said there are extra towels with the volunteers at the visitor center if the restrooms run out of towels on the weekends. Dave Sims would like to see larger receptacles at the visitor center near the parking lot. John Langs asked that larger cans be put out this week and asked that Stephen check with Bonners Ferry Garbage for costs and also costs on the air hand dryers.

Dave Gray said there were advertisements at the visitor center for businesses in town. There were also some other paper advertisements that were placed on the outside of the center. Dave Sims has a problem with the kiosks that are at the center. Mike Sloan said he is not sure of who authorized the advertisements but he will check. Dave Sims suggested a kiosk similar to the one in Georgia Mae Plaza for advertising such as we are experiencing. Mike suggested a place to the right of the door of the visitor center on the outside of the building. Dave Gray said the articles pasted on the window of the visitor center take away from the look of the center. Mike said a tasteful way to advertise needs to be found. Dave Sims asked Mike Sloan and Stephen to get together to work out a solution. Tim Wilson said there is not a problem as long as the city gives permission to advertise. Dave Gray does not want to see the ads helter skelter like he has seen in other places. Stephen said the kiosk at Georgia Mae Plaza is controlled at city hall and is only for non-profit activities. Mike said he would like to see the control at city hall but he would be glad to put up the advertisements at the visitor center. Connie said she would like to see the ads be non-profit and questioned whether we need another kiosk or place for advertisement rather than Georgia Mae Plaza. It was briefly discussed to move the kiosk from Georgia Mae. Stephen said it may be cost prohibitive to move the kiosk. Mike Sloan said he will look at a place for advertising at the center. It will be agendaized at the next council meeting.

Pool repairs were discussed. Mike Woodward's preference would be to put in a new floor at the pool according to Stephen. B.F. Builders said the cost would be about \$45,000. There is destructive testing that needs to be done before construction begins to make sure what is underneath the current floor. Stephen said an excavator will have to be hired to come in and demolish the old floor. He said the current walls would be left. Connie moved to go ahead with the destructive testing and go ahead with bids for the pool repairs. Dave Sims seconded the motion. The motion passed, all in favor.

Graffiti was discussed. Dave Sims asked what the policy was for cleaning up graffiti. Stephen said it goes to the police department first for investigation and then we try to clean it up as soon as possible. He said it is done case by case. The Vets group was going to speak to Idaho Granite Works before the graffiti is removed from the monument at the Vets Park. Dave Sims inquired about graffiti under the bypass. Rick said the police have cleared the case so it can be removed from the Vets Park. Rick will speak to the school district tomorrow about clean up. There was graffiti on Solomon Street that was taken care of by the property owner. Joel said sometimes community service is done by juveniles or the County Sheriff's office inmates will do the cleanup. Rick said the kids from RMA have also done cleanup for the city. Dave Sims said the gully near the top of the bypass would be a good place for the inmates to do community service cleanup. Rick will check with the Sheriff for cleanup in this area.

Dave Gray moved to have the third reading of Ordinance 510 concerning resort tax by title only and to dispense with the rules. Dave Sims seconded the motion. The motion passed, all in favor. Attorney Tim Wilson read Ordinance 510 by title only. Dave Gray moved to adopt Ordinance 510. Dave Sims seconded the motion. The motion passed – Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”.

Mike Klaus spoke regarding the Tamarack Lane project. He had previously estimated the costs to be \$40,000 but today to complete the project would be \$16,673 due to the change in the size of pipe and the rock purchases. This would include the drainage pipe and getting the rock surface. The county has donated the rock for the project and the pipe came in quite a bit less than the first estimate. Mike said if the walkway sits over the winter that it will settle and a nice asphalt surface can be applied. Another option would be asphalt the road and walkway with 100 feet of concrete on the ITD right of way near the Junior High. Mike said a curb offers safety value. He said the cost would be \$8,000 to \$9,000 for the 100 feet of concrete sidewalk. Mike said asphalt prices are changing week to week so the costs may change. If asphalt is used there would be a painted walkway. It appears to be cost prohibitive to do a concrete sidewalk the entire way. Mike said it would depend on what look the council wants to see. Dave Sims, Connie Wells, and Dave Gray would like to see the 100 feet of sidewalk. Dave Sims moved to authorize up to an additional \$10,000 for the sidewalk area. Dave Gray seconded the motion. The motion passed, all in favor. Mike said the paving will not happen before school starts but it will be done on a Friday when there is no school. Council told Mike to use his judgment in selecting a firm to do the asphalt work.

Mike Klaus said the plans for the clarifier project have been submitted to DEQ. He said it will be next week before they look at them. He has shown B.F. Builders the site and plans for the clarifier project. They made suggestions that will save the city \$20,000 to \$30,000. There is a 30 day review period for DEQ but he is hopeful that it will not take this long.

The travel requests that were on the consent agenda were discussed. Connie Wells said she initially had concerns for the travel requests and after she spoke to the Clerk/Treasurer she felt better about the travel requests. She said the continuing education requests were not a concern and felt that the Police Chief should attend the conference since he is new. John Youngwirth spoke regarding the asphalt conference and said he wants to go to speak with the asphalt vendors. He said the conference in Spokane is very valuable and would like to attend. Connie said with the budget costs she would like to keep travel as low as we can. John will limit his travel to one conference rather than attending two. Dave Sims inquired about purchasing oil through the county. John said he did purchase oil through the county this year.

Connie Wells moved to approve agenda items #5 through #9. Dave Gray seconded the motion. The motion passed, all in favor. Items #5 through #9 were: approval for Rick Alonzo to attend Idaho Chief's Conference in Post Falls from September 22-24, 2008; approval for Don Moore to attend Lessons Learned from School Violence Course in Post Falls on September 23, 2008; approval for Doug Ladely and Mike Klaus to attend Membrane Technologies Class in Post Falls on November 19, 2008; approval for Kris Larson to attend ICCTFOA Conference in Post Falls from September 17-19, 2008; and approval for John Youngwirth to attend Road and Street Maintenance Supervisors Conference in Spokane from September 30 to October 2, 2008.

Rick Alonzo spoke regarding the appointment of the assistant police chief. Tim said it is not required to have council approval. Rick said he would like to promote Joel Minor to the position of Deputy Police Chief. Dave Gray moved to support the appointment of Joel Minor to Deputy Police Chief. Connie Wells seconded the motion. The motion passed, all in favor.

John Youngwirth said the Fire Department would like to bring on Shawn Pawling as a volunteer member. Dave Gray moved to authorize Shawn Pawling as volunteer fireman. Dave Sims seconded the motion. The motion passed, all in favor.

Rick Alonzo introduced Donalyn Brown as the animal pound caretaker. He said she makes \$73.50 per week and is expected to work an hour per day, seven days per week. He said she has rounded up volunteers to help and also found donations for supplies. He said this request is basically doubling Donalyn's wages and the county has agreed to put in \$4,000 toward the operation of the animal pound. Dave Sims clarified that the county would be paying for the additional pay. Rick said Donalyn does an excellent job and expounded on the tasks that she does. Donalyn said the job is a lot of work and she is the one who proposed the raise. She said only one dog has been euthanized this year and five were euthanized last year. Dave Gray asked what a fair amount of hours per day would be. Donalyn spoke about her duties. Rick said Donalyn was hired at one hour per day at \$10.00 per hour. Rick said if it is possible it would be easier to pay \$150 per week rather than tie the pay to hours. Donalyn said she also does work while she is at home because her phone number is in the ads. She said she works with Second Chance Animal Adoption Agency. Dave Sims cautioned that there are strict guidelines for salary versus hourly. Tim Wilson did not have the laws at this time to review. Dave Sims said there are pretty strict wage and hour laws. Tim Wilson asked council to table the issue until the next council meeting to get a ruling on the salary versus hourly status. Rhonda Hammerslough asked that council consider reviewing the job description while looking at the pay issue. She said they get calls to pick up animals running at large and she would like to see a job description pointing out the duties of the animal pound care taker as well as the police role with animals. Rhonda said the animal pound is not built for small animals because they can escape from the pound.

Donalyn, Rhonda, and Debbie left the meeting.

The grant pay request for engineering for phase 2 of the water project was discussed. Mike Klaus said the request is in line with where we are in the project. Dave Sims moved to authorize the Mayor to sign pay request #3 for phase 2 of the water project. Dave Gray seconded the motion. The motion passed – Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”.

Dave Gray moved to approve the request from Rick Alonzo for the use of the visitor center to hold firearms safety classes and waive the rental fee and insurance. Dave Sims seconded the motion. The motion passed, all in favor.

Jim Fritzsche spoke regarding the sewer line on Oak Street. He said there is an area of about 20 feet that must be replaced and there is another 100 feet that needs to be replaced also. He said there is another 400 feet that could be replaced to make the entire line new. Connie Wells asked about the approximate cost. Mike said it will be about \$20,000 for two manholes and 300 feet of pipe. He said it will take a DEQ review to replace it if the pipe size is increased. We will look at the budget in the sewer and bring the issue before council at the next meeting. Stephen said the

job will not be done in-house because it involves tearing up the street. Dave Gray moved to table the issue until the next meeting. Dave Sims seconded the motion. The motion passed, all in favor. Mike will get numbers for the next meeting.

Roof repair quotes were discussed. Stephen said Mike Woodard put the specifications together for the quotes and there are options to be looked at. Dave Sims said he would like to see more bids. Stephen said the price will increase in time. Connie asked Stephen's opinion of the price. He thought the pricing was good and explained the foam application. He said the membrane will come in cheaper but the membrane roof is not as good as the foam application. Dave Sims said he had called a few of the contractors on the list and thinks we need to give the contractors more time to respond to the request. Dave Sims asked why the difference in the foam specs. Stephen said Mike Woodward wrote up the specifications and he spoke about another application. The downside to waiting until spring for the re-roofing would be leaks. Rick asked about warm weather for the application. Stephen said it does have to be dry. Connie asked if we would receive more quotes if we waited. Stephen explained the process for going out for quotes and the laws that apply. Dave Gray asked about warranties. Stephen explained the warranty through United Coatings. Dave Gray said he is confused and wants to be sure we would have a good warranty. Connie questioned waiting and the cost going up during the wait. She said the fire hall roof is one that has been put off for several years. Tim Wilson said another consideration is there will be leaks this winter if we do not fix the roof. Dave Gray wants to know the bottom line and what the guarantees are. Stephen will call a couple consultants and look at what the cost will be per square yard. Dave Gray moved to table the issue until the next meeting to get clarification of the warranty and firmer costs.

Mike Sloan spoke to council regarding his wages and benefits. His salary and benefits are managed by Panhandle Area Council (PAC) including medical insurance. The medical insurance was made up of a group of individuals and now Mike is the only person in the group so there will no longer be medical benefits. He said Jim Deffenbaugh from PAC spoke to the BEDC at the last meeting about this problem and suggested that maybe Mike could be an employee of the city, county, or tribe or become an independent contractor. Mike said if he became an independent contractor he would be required to have liability insurance at a cost to him. Mike said the total cost of the program per month is \$4,267 per month. He said there is about \$1,500 per month to go toward benefits. What he is asking the city is whether the city would take him on as an employee knowing that the city costs will not increase due to the reimbursement that the city will receive from the BEDC program. He said he will get a supplemental insurance policy for about \$140 per month. Mike said he would waive the city insurance coverage and would apply for a supplemental policy on his own. The advantage to Mike being paid by the city is that his wages could be increased by the amount he would pay for his supplemental insurance policy but he would qualify for the city's cafeteria plan so the net effect would be zero cost to him. The city would incur retirement costs but they would be reimbursed by the BEDC program. Connie Wells moved to hire Mike Sloan as an employee with the understanding that his salary and benefits will be reimbursed by the BEDC program. Dave Sims inquired how his role would change with the BEDC members. Mike said there will have to be an agreement with the BEDC member organizations. Mike said the BEDC Board will still give him direction. Connie clarified that this is for payroll purposes. Mike agreed. Dave Sims seconded the motion. The motion passed, all in favor.

Mike Klaus spoke about the goals workshop. He said he would like to see the council and staff get together for looking at what the projects and duties are that are being looked at by council. He said it will be good to look at the goals and also for council to understand what the work load is of the city departments. John Langs would like to see on a consistent basis someone from different departments come in to explain the needs of the departments. He would like a representative come before council to speak about issues. John Langs suggested a mini report at the meetings. Tim cautioned to have the public meeting notice requirements be met. Dave Gray said he would like to see quarterly workshops so council is updated and each meeting to have department heads or foremen come to the meetings. Dave Sims asked about a tour at the city shop to look at equipment. Tim suggested having set days to review in cycles or stations so that the entire council is not meeting at the same time. There could not be more than two council members meeting at the same time. Mike Klaus said the goals of the city need to be reviewed and looked at. Dave Sims said seeing the capital list items makes a big difference. He said questions asked do not doubt the recommendations but the questions are a learning tool. John Youngwirth explained his needs for equipment and how his items are sometimes kept on the list for years until they come up at an auction. Dave Gray commented on looking first hand at the projects. Dave Sims would like to see a schedule of the department updates and Dave Gray would like to see quarterly workshops and tours. Council would like to start this process on September 16, 2008.

Stephen spoke to council regarding the Bonneville Power Administration (BPA) contract renewal extension. There is a Katka line owned by the city and there is a lease agreement where BPA pays for the use of the line for delivery of power to Northern Lights out of the Moyie and North Bench substations. This document gives us an extension of 120 days to renegotiate the contract. Dave Sims moved to authorize the Mayor to sign the extension of 120 days for the Bonneville Contract. Connie Wells seconded the motion. The motion passed – Dave Sims “yes”, Connie Wells “yes”, Dave Gray “yes”.

Dave Gray moved to go into executive session per Idaho Code 67-2345 for discussion of personnel and legal at 8:45 p.m. Connie Wells seconded the motion. The motion passed, all in favor. At 9:11 council went out of executive session. No action was taken.

At 9:11 p.m. Dave Gray moved to adjourn the meeting. Connie Wells seconded the motion. The motion passed, all in favor.

---

David K. Anderson

Attest:

---

Kris Larson, City Clerk