

Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council.

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.

AGENDA

CITY COUNCIL MEETING

Bonners Ferry City Hall

7232 Main Street

267-3105

July 16, 2014

6:00 p.m. Budget Workshop

7:00 p.m. Regular Meeting

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

PUBLIC COMMENTS

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

GUESTS

Kirk Dixon – North Water Tank

Devonna Dixon – North Water Tank

REPORTS

Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Treasurer's Report
4. Approval of July 1, 2014 Council Meeting Minutes and July 3, 2014 Special Council Meeting Minutes

OLD BUSINESS

5. Water/Sewer – Authorize Advertisement for Water/Sewer Superintendent Position

NEW BUSINESS

6. Water – Discuss Rectangle Northside Tank (attachment)
7. Sewer – Approve Sewer Line Replacement in the Meeker Parking Lot Alley (attachment)
8. City – Approve Special Event Permit for Mountain Springs Church for their Fifth Anniversary Celebration at the Fairgrounds on August 24, 2014 (attachment)
9. Fire – Discuss Station 2
10. Police – Authorize Advertisement for Position Opening
11. Police – Approval of Resolution 2014-07-01 (attachment)

12. Electric – Declare Sole Source Provider per Idaho Code 67-2808 (2)(a)(viii) for Purchase of Equipment from Bonneville Power Administration
13. Street – Consider Approval of Purchase of Chip Spreader (attachment)
14. City – Discuss Attorney Contract

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 67-2345, SUBSECTION 1

Consider hiring a public officer, employee, staff member or individual agent.

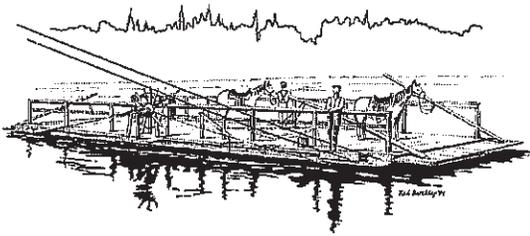
- (a) Consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- (b) Conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.
- (c) Consider records that are exempt from disclosure as provided in chapter 3, title 9, Idaho Code.
- (d) Consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- (e) 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.
- (f) Engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed.

ADJOURNMENT

NEXT MEETING DATE

INFORMATION

15. Electric – ICUA Annual Meeting in Boise from July 22 to July 24, 2014
16. Water/Sewer – Public Meeting at the Becker Auditorium on August 12, 2014 at 6:00 p.m. to Discuss Water and Sewer Expenses, Rates, and Capital Improvements (attachment)



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

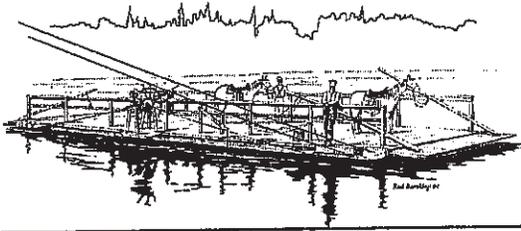
Date: 11 July 2014
To: City Council
From: Stephen Boorman, City Administrator
Subject: North Side Rectangular Tank.

The Subject Tank was the point of some discussion last council meeting. This tank was originally constructed and operated by the North Water and Sewer District. It was originally an open-uncovered tank. At some time this tank was covered with wood trusses and a metal roof and was in this condition when the City consolidated with North Water and Sewer District. In the 2009 DEQ sanitary survey it was identified that this tank had signs of rodents. In the fall of 2009 and during the 2010 upgrade of the lines feeding from this tank to Marx Subdivision, the City crews did a significant amount of work to pest proof the tank. The City did advise DEQ in the attached letter that the mutually agreed upon tank work had been completed.

Like any utility we have a significant pieces of infrastructure have been identified as needing upgrade and/or replacement. This list includes lines that have significant numbers of leaks, the water plant SCADA system, and two tanks. The first tank that we have worked on is the steel tank adjacent to the water treatment plant. The other tank identified for upgrade is the rectangular northside tank. This improvement has been identified both to reduce the opportunity for pest ingress and the degradation of the wooden trusses that are continuously exposed to moisture.

The improvement for this tank that has been identified would be to install pre-stressed concrete panels that are then topped with 4 inches of poured in place concrete. There are a number of steps that need to be taken to complete this project. First is to obtain written easements for ingress and egress for the roads that North Water and Sewer and the City have historically used to access the tank. There will likely need to be some road improvements to bring in the pre-stressed panels and full concrete trucks. Second, the design will need to be done by a licensed engineer and approved by DEQ. The third step will be to bid the job. For this project the City can bid each section of the work or bid the complete project.

SJB



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

February 2, 2010

Michael Camin, Associate Engineer
Idaho Department of Environmental Quality
2110 Ironwood Parkway, Coeur d'Alene, Idaho 83814

RE: Plan of Correction PWS #ID1110003, City of Bonners Ferry

Dear Mr. Camin,

Thank you for sending the results of the sanitary survey of our water system. We are taking the following steps to correct the deficiencies and recommendations in your survey (the text from your letter is included in italicized print below):

The North Water Tank had signs of rodents inside the reservoir. The reservoir must be modified to ensure rodents cannot enter the reservoir and cleaned to ensure existing debris cannot cause human health concerns. This may include the removal of the ground-level screen and completely sealing the side walls along the perimeter.

The City has removed the vegetation around the North Water Tank and done a preliminary inspection of the ground level screen. We intend to close and seal the ground level screen openings and install gable end vents. We will also clean any existing debris from the tank and inspect the door seal and repair as necessary. This will be completed by October 31, 2010.

Completed.

The Cross Connection Control Program will need to be updated and submitted to DEQ.

The City is in the process of updating our cross connection control program. Our billing software is capable of tracking customers with cross connections and providing reporting for customer notices. We are currently in the process of transferring our Water Department cross connection data into the billing system. Our new program will be completed before April 30, 2010.

New ordinance completed enforcement in process.

C-clamps on the chlorine contact chamber's vents will need to be repaired or replaced to ensure the screens are adequately mounted.

We have inspected the vents on the chlorine contact chamber, and the screens all are securely fastened. Would it be possible to further describe or send pictures of the area of concern?

Michael said to disregard.

The concrete reservoir near the treatment plant will need to be upgraded.

- a. The roof must be repaired or replaced to ensure there is no standing water within 50 feet of the reservoir.*
- b. The concrete hatch will need to be replaced with a hatch that meets the requirements of Section 544 of the Rules.*
- c. All vents on the reservoir will need to be modified to meet the requirements of Section 544 of the Rules.*

We will repair the roof of the concrete tank as follows: We will seal the cracks with an NSF 60 approved sealant. Low areas of the roof will be brought to grade with a mortar product. The roof will be sealed with an NSF 60 approved sealant. Before we begin the work, we will send product information for each of the products for your review and approval. We will complete this work by September 30, 2010.

We have purchased two aluminum hatches to replace the concrete hatches on the tank. We will have them installed by September 30, 2010, when the surface of the roof is complete.

The vents on the reservoir will be modified to meet the requirements of Section 544. We will have the vents modified by May 31, 2010.

Completed – coating has been applied, two new hatches installed and vent modified.

The sedimentation basin has significant cracking on the exterior walls and the reinforced steel is visible. The walls will need to be repaired.

We will repair the cracking on the exterior wall of the sedimentation basin. Before we begin the work, we will send product information for the product(s) for your review and approval. We will complete this work by September 30, 2010.

Not completed.

Wear and tear on the roof seal of the South Hill Reservoir will need to be repaired or replaced.

It appears that the South Hill Water Association placed an insulating layer of bark on the tank and covered it with plastic and dirt. We do not feel the insulating layer is required, and we will remove it. A preliminary inspection shows the roof to be in good condition. This will be completed by April 30, 2010.

Completed.

The total coliform monitoring plan will need to be updated and submitted to DEQ for review.

The City will update our total coliform monitoring plan and submit it to DEQ by April 30, 2010.

Completed.

It is recommended that all reservoirs be inspected every three to five years and be cleaned if necessary.

We will institute a 5 year tank inspection program that will include cleaning if necessary.

Ongoing.

Vegetation growing near reservoirs should be cut-back to ensure that sub-surface damage does not occur due to roots.

The City has removed the vegetation around the North Water Tank, and we will remove it from around our other tanks. This will be completed by May 31, 2010.

Ongoing.

A mouse-hole and rodent debris are evident in the electrical equipment at the Myrtle Creek inlet. The hole should be sealed.

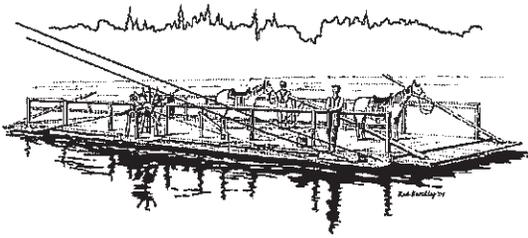
Completed.

We are in the process of changing the equipment at the Myrtle Creek inlet, and we will seal all of the equipment when it goes back in service. This will be completed by March 31, 2010.

Sincerely,

David Sims
Assistant Administrator

cc Doug Ladely



MEMO

CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 11 July 2014
To: City Council
From: Stephen Boorman, City Administrator
Subject: Museum Alley Sewer.

During upgrades to the Museum sewer we found that significant portions of the sewer line north of Bonner Street have collapsed.

It is our recommendation that we have KG&T do this work on a time and material basis. KG&T has the lowest hourly rate of any of our contractors that we have existing contracts with for the types of machines needed for this work. This will be a complex job due to the number of utilities in this alley and the issues of the roof drains and would be very difficult to bid.

Our expected costs are as follows:

Labor and equipment	\$10,000	(contracted work estimated 1 week)
In-house labor	2,000	
Pipe and materials	2,000	(City supplied)
Asphalt repair	3,000	(bid separately)
Sidewalk repair	1,000	(would be done concurrently with the sidewalk adjacent to Corner Drug)
Roof drain work	2,000	(this portion of the project does have the most unknowns and will requires the cooperation of the building owners)
<hr/>		
Total	\$20,000	

SJB

CITY OF BONNERS FERRY, IDAHO
APPLICATION FOR CITY SPECIAL EVENT PERMIT
(REQUIRED UNDER ORDINANCE NO. 468)

RECEIVED

JUN 25 2014

CITY OF BONNERS FERRY

RECEIVED

JUN

CITY OF BONNERS FERRY

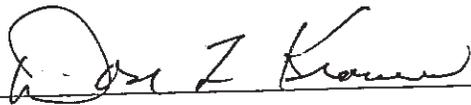
Date of Application: June 24, 2014
License Issued to: _____
Business Name: Mountain Springs Church
Mailing Address: PO Box 206, Bonners Ferry, ID 83805
Physical Address: 6789 South Main Street
Phone Number: 267-7777
Type of Event: MSC Anniversary #5
Dates of Event: August 24, 2014
Location of Event: Fairgrounds
Time of Event: Setup 6:30 - Starts at 10:00 am

By application, the applicant shall, waive, indemnify, and hold harmless the City of Bonners Ferry, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorneys' fees, arising out of the permitted activity or the conduct of applicant's operation of the event if such claim (1) is attributed to personal injury, bodily injury, disease or death, or to injury or to destruction of property, including the loss of use therefrom, and (2) is not caused by any gross negligent act or omission or willful misconduct of the City of Bonners Ferry or its employees acting within the scope of their employment.

The following requirements must be met:

- If sponsored by a local resident, entity or group, a signed copy of licensee's contract with the local sponsor.
- Evidence of at least one million dollars (\$1,000,000.00) combined single limit liability insurance that names the City as co-insured.
- A clean-up fee of one hundred dollars (\$100.00); all, some or none of which will be returned upon recommendation of the Chief of Police after his inspection of the premises after the organization has left the premises and their permit expired. The foregoing fee is subject to change from time to time by resolution of Council.

Fees and proof of insurance must be provided to the City of Bonners Ferry prior to the event.

Authorized Signature for Applicant: 
Printed Name: Don L. Kraemer
Office/Title: Operations Pastor, MSC

Office Use:

Fee Paid 35.00 + 65.00 Deposit Date 6-25-14 Receipt No. _____

Approved By _____ Date _____

2014-12

Resolution No. 2014-07-01

By unanimous consent of the Bonners Ferry City Council, the following resolution is adopted:

“Whereas, Deputy Chief of Police Foster Mayo will be retiring after serving over the course of four decades as a sworn law enforcement officer; and

Whereas, Deputy Chief Mayo began his career as a Reserve Deputy Sheriff with the Dona Ana County Sheriff’s Office in Las Cruces, New Mexico in 1969 before taking a position in 1972 as a Police Officer with the New Mexico State University Police while he attended college. In 1974, Deputy Chief Mayo then transferred to the Farmington, New Mexico Police Department as a Police Officer. In 1977, Deputy Chief Mayo accepted a position as a Police Officer with the Salt Lake City, Utah Police Department. He attended and graduated from both the Utah State Police Academy and the Salt Lake City Police Academy where he graduated as the top cadet in his class. He retired as a Patrol Sergeant in 2002, having also served as a member of the department’s Special Weapons and Tactics (SWAT) Team. Deputy Chief Mayo then relocated to Northern Idaho and worked briefly as a Probation Officer with Boundary County before accepting a position as a Police Sergeant in 2004. Deputy Chief Mayo served the City of Bonners Ferry until 2009 when he retired. Deputy Chief Mayo continued to serve his community as needed, as a Reserve Police Officer until December 2013 when he was again called to full duty status, this time as Deputy Chief of Police.

Whereas, Deputy Chief Mayo retires with ten years’ experience with the Bonners Ferry Police Department, primarily supervising the patrol operations of the department in the City of Bonners Ferry; and

Whereas, Deputy Chief Mayo, has a vast number of accomplishments including Officer of Year and CIT Officer of the Year; and

Whereas, Deputy Chief Mayo, has been has been honored with numerous letters of appreciation from citizens, citizen’s organizations, and Chief’s Commendations.

Now, therefore, be it resolved, that the City Council of the City of Bonners Ferry, County of Boundary, State of Idaho does hereby recognize Deputy Chief of Police Foster Mayo for his vast knowledge, experience, sacrifice and dedication that have benefited the citizens of Bonners Ferry, Idaho for over a decade. Further, the members of this Board join family, colleagues and friends in wishing him a long, happy and fulfilling retirement.

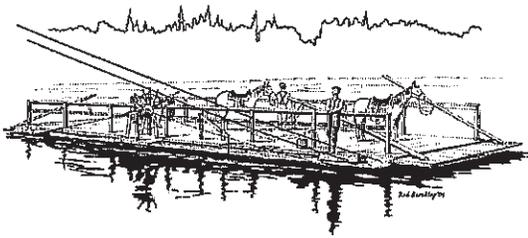
Be it further resolved, that this resolution be noted in the minutes of this Board and a copy be presented to Deputy Chief of Police Foster Mayo.

Dated: July 16th, 2014

David K. Anderson, Mayor

Attest:

Kris Larson, City Clerk



MEMO

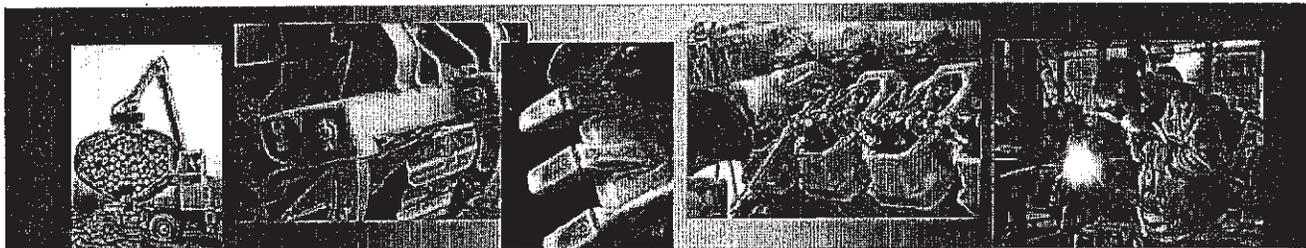
CITY OF BONNERS FERRY
CITY ADMINISTRATOR

Date: 11 July 2014
To: City Council
From: Stephen Boorman, City Administrator
Subject: Chip Spreader.

This memo is to recommend that the Council authorize the purchase of a used Chip Spreader for \$45,000, pending inspection by City Staff. This is a machine that our Street Superintendent has had in his capital request list for a number of years. Up to this time, used machines that we have seen in good condition have been closer to \$100,000. A chip spreader is the machine that spreads the rock on the oil while chip sealing streets. Our current chip spreader is a 1960's vintage unit with a fixed 14' width. We have identified a used 1998 machine in Libby, MT that is a variable width so we can chip coat the alleys that are less than 14'.

STB

On-Site Equipment Repair.com



Welcome to On-Site Equipment Repair!

Located at the top of the North Idaho Panhandle, On-Site Equipment Repair is conveniently able to do the job right out in the field or in our shop facility. We specialize in repairing and refurbishing all makes of heavy equipment for any industry - construction, farming, logging, and mining - and offer complete services for diesel engines, differentials, electrical components, hydraulics, and transmissions. Both the shop and service trucks are set up to do welding and fabrication on the spot. So no matter where you are located or where your job may be, we aim to be there when you need us and get you back to work as soon as possible.

On-Site also offers heavy equipment consignments, sales and rentals; tell us what kind of machine you are looking for, small or large, and we will find it! For questions or assistance, please give us a call at the numbers listed below or send an email. Thank you for visiting our website; be sure to check back often for regularly updated equipment listings.

John R. Cummings - Owner
Hwy 95 South
Bonnars Ferry, Idaho 83805
208.267.9201 or 208.290.2809

Click [here](#) for email.

Click on pictures below for more images.



\$29,000
OBO

Chevy Duramax

2008, LT, leather, crew cab, a/c, 167,000 miles, MP3 player, 2000 watt amp, 2-10" subs, Amp automatic full length steps, full serviced including diff's., 6" Rex lift kit, rear air bags, Mini Max Tuner - 4, driver/passenger electric seats, custom alum. wheels, 35" tires @ 75%, 18" wheels. Custom floor mats, non smoker, super clean and taken care of truck. Books at \$32,000

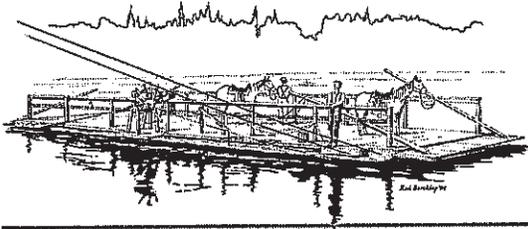


\$45,000

Bear Cat Chip Spreader

Model 2001, 1998 machine, clean older machine.

Volvo Day Cab Truck



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

July 9, 2014

Subject: Water and Sewer - Expenses, Rates and Capital Improvements
Public Meeting - August 12th, 6:00 p.m., Becker Auditorium

The City of Bonners Ferry is inviting all of our Water and Sewer Customers to a Public Meeting for a review of the expenses and required capital improvements that drive your water and sewer rates on August 12th, 6:00 p.m. at the Becker Auditorium in the Bonners Ferry High School.

The process of determining rates for a utility has several steps. The first step is generally an engineering master-plan which the City of Bonners Ferry has completed for both Water and Sewer. The City has completed a significant amount of the recommended water system capital improvements but is just starting the process of funding the sewer master plan recommendations. Many of these projects are driven by the ever increasing state and federal regulations the City is required to meet.

The second step is a COSA, a Cost of Service Analysis, that looks at the revenue requirements for maintenance, capital improvements that are paid for on a cash basis, and loan repayments for capital improvements that are financed. The COSA also analyzes which type or "class" of customer incurs what percentage of the cost of operating a utility. The City has retained a firm, EES, which specializes in financial reviews of utility revenue requirements and rates. EES will be presenting their findings regarding the revenue requirements to the Council and customers at this meeting. This meeting will provide an opportunity for you as a customer to understand our current expenses and the future recommended improvements. It will also allow you as a customer to provide your input regarding the decisions of making improvements with cash acquired from rates or using borrowed money to make these improvements.

The third step will be a future action to set rates so that each class of customer pays its appropriate share of the utility's expenses.

The potential fourth step would be a bond election if the City Council determines it is appropriate to pursue loan financing for any portion of the recommended capital improvements.

The City of Bonners Ferry welcomes your attendance and your comments at this forum. If you have any questions with regards to the public meeting, please contact City Hall at 208-267-3105.