

Mayor David Anderson called the special council meeting of June 30, 2015 to order at 5:00 p.m. Present for the meeting were Mayor Anderson, Council President Rick Alonzo, Council Members Ron Smith and Connie Wells, City Clerk Kris Larson, City Administrator Stephen Boorman, City Attorney Will Herrington, and Adam Arthur. Also present were Doug Ladely, Sr., Jerry Higgs, and Marcia Cossette. Councilman Tom Mayo was gone on personal business.

The purpose of the special meeting was to discuss Mike Klaus assuming engineering duties for the City; approve special event permit for Kootenai River Days; approve the list of volunteers for the 4<sup>th</sup> of July; designate Mike Klaus and Steve Neumeyer as contracting officers and technical representative for the Moyie Substation Rebuild project; and discuss Crazy Day graffiti art on the sidewalks.

Mayor Anderson said this is Stephen's last week and we need a central location for those needing to contact the city. Mike Klaus is willing to come in and fill that gap for a while. He would be good due to his familiarity with the City. Mayor Anderson said he spoke to the attorney and Mike is already an employee with a contract of \$35 per hour. Mike would like \$5.00 more per hour than what he is receiving from the City if he takes on the administrative duties for however long he does it. Mayor Anderson also has a couple resumes for temporary employees that have massive administrative and public works backgrounds. Mayor Anderson wants to put Mike in the driver's seat immediately so we can have someone in place right now. He said we are not near jumping into the process of replacing Stephen. We have not discussed amongst ourselves the structure we want to see for the City. The departments are running very well with the current department heads but we need a central contact. Ron Smith does not have a problem with Mike coming in but his concern is what we are looking for to replace Stephen. He wants to see a city administrator that works strictly with the department heads. He said if there is engineering work that has to be done we can go outside the City because we don't need that expertise all the time. Ron agrees we need someone right away and Mike Klaus would be good. Rick Alonzo said Mike Klaus is the person to put in place on a temporary basis due to his background as assistant city administrator before and city engineer before that. He has a good background and knowledge of how the City works. It would be up to Mike as to whether he wants to apply for the permanent position and meet the criteria we come up with but he would do a good job. Connie agrees that Mike knows what is going on and knows the ins and outs of the City, and thinks he will do a good job. Mayor Anderson feels comfortable with the fall back plan. He said Stephen has been doing a two man job and this will become apparent mid-July. Mayor Anderson said Mike has not resigned from his job because this is a real transition for him. This will buy us time in the short-term. Ron Smith asked what type of employee Mike is for the City. Stephen explained that we have a number of employees that we pay hourly to help out when the need arises.

Rick Alonzo moved to put Mike in this position at \$40 per hour because there will be a lot more headache than what he has been doing for us. Ron Smith seconded the motion. The motion passed – Connie Wells “yes”, Rick Alonzo “yes”, Ron Smith “yes”.

Mayor Anderson said the City has had managers before but the last two city administrators have been engineers. He said we would get a manager for less money than we would for an

administrator that is an engineer but we run a huge business with our utilities. He said we need to think about what we need to do structurally. Mayor said we will need at least a person and a half to replace Stephen. He wants council to think about this and come back with their ideas. Stephen suggested getting comments from the department heads as they work full time on city issues.

Adam Arthur said he would like to speak to the department head also. Mayor Anderson said we will possibly have department heads at the council meetings for the next few months to explain issues.

Adrian Dice joined the meeting.

Ron Smith said he is hopeful that we will be formulating a job description in this process. Mayor Anderson asked if the council reviewed the job description samples. This topic will be agendaized for the next meeting. Connie suggested that the department heads report at the department head meeting and have Mike bring the report to council. The Mayor disagreed.

Rick Alonzo moved to approve the special event permit for the Bonners Ferry Chamber of Commerce for Kootenai River Days July 4 through July 11, 2015. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”.

Ron Smith moved to approve the volunteer list for the 4<sup>th</sup> of July celebration. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”.

Connie Wells moved to designate Mike Klaus as contracting officer and Steve Neumeyer as contracting officer’s technical representative for the Moyie Substation rebuild project. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”.

The Art Class at the high school wants to do chalk drawings on the sidewalks downtown for Crazy Days in front of the different businesses and also a drawing for the Boundary County 100 year celebration near Georgia Mae Plaza. The chalk writing was approved.

The meeting adjourned at 5:24 p.m.

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David K. Anderson, Mayor

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Kris Larson, City Clerk