



CITY COUNCIL MEETING MINUTES

August 06, 2025 at 5:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Mayor Grimm called the meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, August 6, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Mayor Jeremy Grimm
Councilor Deb Ruehle, Council President
Councilor Joel Aispuro
Councilor Justin Dick
Councilor Kyle Schreiber
Councilor Pam Duquette
Councilor Rick Howarth

As required by the City's adopted Code of Ethics and Civility, as the presiding officer, Mayor Grimm identified law enforcement personnel serving as sergeant-at-arms for the meeting: Police Chief Corey Coon.

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm instructed members of the public who wished to testify during the public hearings on the agenda to complete a comment sign-up form and hand to staff. He noted that the budget would be discussed toward the end of the meeting, but that there would be no opportunity for public testimony at this time, as the annual budget public hearing had been scheduled for Council's August 20 meeting.

1. Fire Chief Gavin Gilcrease provided some initial remarks, followed by the promotional pinning of Firefighter Solan Genay-Wolf. Fire Engineer Troy Badeaux was also celebrated for his 25 years of service to the City.

Mayor Grimm made some additional announcements, followed by an update from Public Works Director Holly Ellis regarding the culvert repair on North Boyer Avenue.

Council members reported on the recent meetings and activities of the City's citizen advisory boards on which they serve as Council liaison.

Public Comments

Mayor Grimm recited the rules and procedure for public comment during the meeting and offered an opportunity for members of the public to speak on topics included on the agenda or other general matters relevant to the business of the City of Sandpoint. Information only; no Council action.

Consent Calendar

Mayor Grimm recited for the record the amount of the bills for payment approval, and the Consent Calendar was approved, with the exception of Item 10, Proposed Resolution for Acceptance of the \$950,000 RV Fund Grant for the City Beach RV Campground Rebuild, removed by Councilor Duquette, to be taken up after Old Business.

2. The minutes from Council's July 30, 2025, meeting were approved as presented.
3. Bills approved for payment in the total amount of \$2,095,832.51, reflecting \$1,298,179.90 for regular payables and \$797,652.61 for payroll.
4. The June 2025 Monthly Financial Report on Cash and Investment Transactions was accepted. *[Note: Scrivener's error on agenda, inadvertently reflecting "2024", as opposed to "2025". The report itself as provided in the meeting packet correctly reflected that this was the June 2025 report.]*
5. FY2025 3rd Quarter Financial Report Review (for information only).
6. Mayor's Memo re: Board Appointments (confirmation action items below)
7. The Mayor's appointment of Darra Collison to the Arts, Culture and Historic Preservation Commission was confirmed for a three-year term through July 31, 2028.
8. The Mayor's appointment of Sally Lankamer to the Pedestrian and Bicycle Advisory Committee was confirmed for a three-year term through July 31, 2028.
9. The Mayor's appointment of Makayla Sundquist to the Sustainability Committee was confirmed for a three-year term through July 31, 2028.
10. *This item was removed from the Consent Calendar. See below under New Business.*

Motion to approve the Consent Calendar with the exception of Item 10, Proposed Resolution for Acceptance of the \$950,000 RV Fund Grant for the City Beach RV Campground Rebuild.

Motion made by Councilor Schreiber, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Public Hearings

11. Public Hearing/Decision: Great Northern Commerce Subdivision Preliminary Plat (City File #PS250001)

City Planner Bill Dean provided an introductory presentation and, along with City Engineer Brandon Staglund, Ms. Ellis, and Mayor Grimm fielded questions from the Council members.

Each Councilor confirmed no conflict of interest as pertains to this application. Mayor Grimm acknowledged that, prior to his election as Mayor, he had provided professional planning and consulting services to Big Creek Land Company through his firm, Whiskey Rock Planning and Consulting, stating that, however, he had had no involvement in the preparation, submission, or advancement of this current subdivision application under review by the City and did not stand to receive any financial benefit from this application and had no ongoing contractual or advisory relationship with the applicant regarding this matter in accordance with Idaho ethics law and the City's conflict of interest policies. He confirmed that he had reviewed the situation carefully and determined he did not have a disqualifying conflict of interest and remained committed to impartial and transparent governance and will act in the public interest without bias or preferential treatment.

Drew Dittman with Lake City Engineering, representing applicant Big Creek Land Company, spoke on his client's application and fielded questions from the Mayor and Council members.

Mayor Grimm recited the order and procedure for the public hearing, noting for the record that any written comments received were included in the meeting packet or otherwise provided to Council if received in time to do so.

Mayor Grimm then opened the public hearing. No one testified, and the Mayor closed the public hearing.

Following deliberation, with questions fielded by City staff and legal counsel, Council President Ruehle moved to **approve** the application for the Great Northern Commerce Subdivision preliminary plat, City File #PS250001, **with conditions** as listed below, in concurrence with the recommendation of the Sandpoint Planning and Zoning Commission, with their finding deemed accurate and correct, adopting the findings and each standard of approval, as outlined in the staff report, where the application meets the standards of Idaho Code and Sandpoint City Code for

zoning, infrastructure and utilities, connectivity and multimodal facilities and is consistent with the City's Comprehensive Plan, and public notice was provided in compliance with State and City statutory requirements.

Conditions:

1. Prior to approval of any Final Plat the developer shall provide CCR's that address common maintenance of parking and landscaped areas to the satisfaction of the City Planner.
2. Final planting locations, tree type, and landscape plan details in final Construction Plans shall be to the satisfaction of the City Forester.
3. Prior to construction of any utilities or street infrastructure within the proposed right of way, final improvement plans, stamped by a professional engineer and marked "released for construction" shall be submitted for review and approval by the City Engineer, and a separate public infrastructure permit shall be issued by the City Engineer, meeting the requirements of Title 10, Chapter 1.
4. Prior to construction of the proposed pressure sewer main shown on the preliminary improvement plans, the applicant shall obtain approval of the plans from the Idaho Department of Environmental Quality. Qualified Licensed Professional Engineer review (QLPE) through the City of Sandpoint is not allowed for pressure sewer mains.
5. Prior to approval of any Final Plat, revise plans and Plat to reflect that the streets of the North Addition to Sandpoint Airpark (to the east) are private and not Public R-O-W.
6. Prior to approval of any Final Plat, a mid-block crossing shall be installed at the driveway entrance to the "Project Bulldog" property to the west, approximately 470 feet south of Woodland Drive to the satisfaction of the City Engineer.
7. Prior to approval of a Final Plat, the storm drain easement across lots 13 and 14 shall include public access on the face of the Final Plat.
8. Prior to approval of any Final Plat, an irrevocable offer of dedication for 60' of right-of-way on Block 1 lot 14 shall be shown on the face of the Preliminary Plat and any final plat that includes lot 14 for the purposes of providing future roadway connectivity to the parcel to the south. Such irrevocable offer shall be shown with its recorded instrument number on the plat.
9. Prior to approval of any Final Plat, developer shall submit to the City engineered drawings for a crosswalk across Woodland Dr to Samuelson Ave, a cost estimate for the improvement, and 50% funding for the improvement, to the satisfaction of the City Engineer.

Motion made by Councilor Ruehle, Seconded by Councilor Dick.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

12. Public Hearing/Decision: Recommendation to Bonner County for Elimination of Sandpoint's Area of Impact

Mayor Grimm introduced this item, followed by a presentation provided by Community Planning and Development Director Jason Welker, who, along with Mayor Grimm, Mr. Dean, and City Attorney Fonda Jovick, fielded questions from the Council members.

Mayor Grimm reminded those in attendance of the public hearing rules and procedure and then opened the public hearing. No one testified, and the Mayor closed the public hearing.

Following brief deliberation, Council voted to recommend to Bonner County elimination of Sandpoint's Area of Impact.

Motion made by Councilor Howarth, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Mayor Grimm recessed the meeting for a brief break at 7:17 p.m., reconvening at 7:25 p.m.

Upon reconvening the meeting, Council concurred, upon the Mayor's request, to address item #16 from New Business, presentation and discussion on the proposed wastewater treatment plant bond community survey, prior to the evening's final public hearing.

New Business

16. Following an introduction by Public Works Director Holly Ellis, the City's bond counsel, Danielle Quade with Hawley Troxell, and Amy Holly with City consultant Portman Square provided an update and information on the plans for the proposed bond election for wastewater treatment plant funding and fielded questions from the Mayor and Council members. Information only; no Council action at this time.

Public Hearings (*continued*)

13. Public Hearing/Decision: Proposed Amendments to Sandpoint City Code Title 9, Chapter 5, Off-Street Parking and Loading Facilities, and Title 9, Chapter 1, Definitions

Mayor Grimm introduced this item and provided a reminder regarding the public hearing procedure, with Ms. Jovick also providing instructions regarding this matter, where the public hearing would be held, but deliberation would be continued through to the next meeting, and an ordinance reflecting the final approved amendments brought to the Council at a future meeting.

Mr. Dean provided a presentation and, along with Mayor Grimm, Mr. Welker, and Ms. Jovick, fielded questions from the Council members.

Mayor Grimm then opened the public hearing. No one testified, and the Mayor closed the public hearing.

Council voted to continue deliberation and a decision on this matter until their next regular meeting on August 20, 2025.

Motion made by Councilor Dick, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Mayor Grimm recessed the meeting at 8:49 p.m. for a brief intermission, reconvening at 8:57 p.m.

Old/Unfinished Business

14. Budget: Council Review/Requests

Mayor Grimm introduced this item, and each Council member conveyed their priorities for the budget and potential requests for adjustments to specific line items as provided in the approved preliminary budget, followed by a variety of motions, discussion, and votes, as reflected below. The Mayor and City staff, including Ms. Ellis, Finance Director Sarah Lynds, and Central Services Director Cheryl Hughes, fielded questions from the Council members during this discussion.

Motion to reallocate \$40,000 from the proposed FY2026 budget set aside for improvements to rental property under General Government Projects to the proposed budget for the City of Sandpoint's portion of FY2026 funding for Selkirks-Pend Oreille Transit (SPOT Bus) under the SPOT Bus Joint Powers Agreement (JPA) with neighboring jurisdictions.

Motion made by Councilor Dick, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruehle, Councilor Dick, Councilor Schreiber, Councilor Duquette

Voting Nay: Councilor Aispuro, Councilor Howarth

Motion passed.

Motion to reallocate \$45,000 that had been proposed for new "Welcome to Sandpoint" signs to instead fund an efficiency study to assess the City's operations.

Motion made by Councilor Howarth, Seconded by Councilor Dick.

Voting Yea: Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Howarth

Voting Nay: Councilor Ruehle, Councilor Duquette

Motion passed.

Motion to seek to reallocate funds currently set aside in the Sandpoint Urban Renewal Agency (SURA) budget for the Great Northern Road project at \$1.5 million and the sidewalk project in the vicinity of Baldy Mountain Road and North Boyer Avenue at \$500,000 to a new project that would extend Baldy Mountain Road east to Highway 2 and include the Baldy/Boyer sidewalk project.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Schreiber, Councilor Duquette

Voting Nay: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Howarth

Motion failed.

Motion to reallocate the proposed budgetary amount of \$400,000 for replacement of an older road grader and \$50,000 planned for a traffic impact assessment to instead fund a sidewalk project on Main Street from the vicinity of the Sandpoint Senior Center (Forest Avenue) west to Division Avenue.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Schreiber

Voting Nay: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Duquette, Councilor Howarth

Motion failed.

New Business (*continued*)

15. Presentation/Discussion: Potential Amendment to City Code 3-2-9, Open Container Law

Council voted to postpone this item until their next regular meeting on August 20, 2025.

Motion made by Councilor Duquette, Seconded by Councilor Dick.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

10. **Resolution 25-028** Sandpoint City Beach RV Campground Rebuild Grant Award Agreement with Idaho Department of Parks and Recreation

Following questions from the Council members, fielded by Mr. Welker and Mayor Grimm, acceptance of the awarded grant funds was approved by a majority vote of Council, with Councilor Duquette dissenting.

Motion to approve the resolution accepting the \$950,000 RV Fund grant for the City Beach RV campground rebuild project.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruehle Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Howarth

Voting Nay: Councilor Duquette

Adjourn

With no further business before the Council, the meeting was adjourned at 10:44 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their meeting held _____, 2025.

Jeremy Grimm, Mayor

Attest: Melissa Ward, City Clerk