



## **CITY COUNCIL MEETING MINUTES**

**June 20, 2024 at 5:30 PM**

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

---

### **Call to Order**

The regular meeting of the Sandpoint City Council was called to order at 5:30 p.m. on Thursday, June 20, 2024, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### **Roll Call**

#### **PRESENT:**

Mayor Jeremy Grimm  
Councilor Deb Ruehle, City Council President  
Councilor Joel Aispuro  
Councilor Justin Dick  
Councilor Kyle Schreiber  
Councilor Pam Duquette (arrived at 5:35 p.m.)  
Councilor Rick Howarth

*Mayor and all Councilors present.*

Under the City's adopted Code of Ethics and Civility, Mayor Grimm, as the presiding officer, identified and designated Police Chief Corey Coon as the law enforcement personnel in the room who would be serving as sergeant-at-arms for the meeting.

### **Pledge of Allegiance**

Mayor Grimm led all present in the Pledge of Allegiance.

### **Announcements and Reports**

#### **1. Blackrock Cleanup Presentation**

Local resident Steve Gill, who works for the Idaho Department of Environmental Quality, along with Steve Geiger, Mayor of the City of Ponderay, provided a presentation on the planned cleanup of the Blackrock area on the shores of Lake Pend Oreille.

With the department heads now mostly in place and the organization functioning as envisioned, Mayor Grimm reported on his new part-time City Hall office hours, currently planned for all day Tuesdays and Wednesdays, as well as Thursday mornings. He will still be available Mondays and Fridays, as needed.

The Mayor also reported that he had provided to the City Council a letter he had drafted to the Army Corps of Engineers, copied to Bonneville Power Administration, regarding Albeni Falls Dam operations and lake levels, with plans to send that letter as soon as possible.

Mayor Grimm and Finance Director Sarah Lynds will be meeting, individually, with Council members to answer questions regarding the FY2025 budget; those meetings are in the process of being scheduled.

Finally, the Mayor reported on the decision of the Sandpoint Planning and Zoning Commission, during their meeting the evening before, to approve the requested conditional use permit and variance that will allow plans for construction of a new resort hotel at City Beach to proceed, replacing the current Best Western Edgewater Resort.

Police Chief Coon announced that Jackie Hanson would be retiring after 46 years of service with the Sandpoint Police Department. He presented Ms. Hanson with a certificate and an award, to applause and congratulations from all present.

At the Mayor's request and invitation, department heads and departmental staff representatives each provided a brief report on current and upcoming activities and projects in their respective departments.

### **Public Forum**

Mayor Grimm announced that the next item on the agenda would be Public Forum, which allows the public to address the Mayor and Council on items that are listed on the Consent Calendar or on any relevant City of Sandpoint related topic not included on the agenda. The Mayor then recited the procedure and rules for speaking during Public Forum and during other opportunities for general public comment during the meeting. The Public Forum was then held, providing an opportunity for members of the public to speak under the rules and procedure relayed by the Mayor. Information only; no Council action.

### **Consent Calendar**

The Consent Calendar, as outlined below, was approved as amended, with Councilor Howarth removing Item 5, Change Order to B&E Electric Agreement for SCADA Upgrade; Item 6, Amendment to Contract with Logan Simpson for Comprehensive Plan Update; and Item 7, Amendment to Contract with Jacobs Engineering for City Planner Services. These items were taken up by the Council at the end of the regular agenda under New Business.

Motion made by Councilor Dick, Seconded by Councilor Duquette.

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

2. Bills approved for payment: \$1,087,731.53 for regular payables
3. June 5, 2024, City Council meeting minutes approved as presented
4. Council Confirmation of Mayor's Appointments to the Sandpoint Sustainability Committee  
*(The term expiration date is noted next to each board member's name.)*

Wayne Benner – June 30, 2025; Katrina Pielli – June 30, 2025; Christine Moon – June 30, 2026; Deborah Dickerson – June 30, 2026; Diana Duke – June 30, 2027; and Mary Wilkosz – June 30, 2027.

*Items 5, 6 and 7 were removed from the Consent Calendar and placed under New Business.*

8. Resolution 24-044 Idaho Gem Grant Agreement for Award to City of Sandpoint (IGG Application #006359) for Travers Skatepark Expansion Project approved
9. Resolution 24-045 Change Order No 2 to Agreement No. A23-5300-4 with Dreamland Skateparks for Travers Park Skatepark Expansion Project approved

### **Public Hearing**

10. Public Hearing and Decision on Final Plat for Westpointe Place, four-lot subdivision in the vicinity of Ontario Street and Highway 2

The Mayor recited the order and procedure for the public hearing and noted, 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.

The Mayor and each Council member then confirmed no conflict of interest and no ex parte contact regarding this matter.\*

Interim City Planner Daren Fluke provided an explanation of the subject of the public hearing and, along with Civil Engineer Brandon Staglund and City legal counsel Zachary Jones, fielded questions from the Council members and provided information as requested by Council.

Following the staff presentation, Darius Ruen and Tess Vogel with Ruen Yeager and Associates presented information on behalf of the applicant.

\*At 7:04 p.m., following the applicant's presentation, Mr. Jones advised and recommended that the Mayor or any City Council member who testified as a private citizen, prior to their election, during the public hearing on the Preliminary Plat for this subdivision should recuse themselves from further deliberation and from voting on this matter. Following that recommendation, Mayor Grimm and Councilors Schreiber and Duquette recused themselves and left the dais. Council President Ruehle assumed the role of presiding officer, with Councilors Dick, Aispuro and Howarth, remaining to deliberate and render a decision on this matter, along with Council President Ruehle.

The City Clerk recited a summary reminder of the rules and instructions for public testimony, and Council President Ruehle opened the public hearing. No members of the public testified on this matter, and the Council President closed the public hearing.

With no further deliberation, there was a motion as follows:

**Motion** that the Sandpoint City Council, after consideration of the criteria and relevant standards of Idaho Code and Sandpoint City Code, **approve** the three-lot final plat originally approved by the City Council under City application PS23-0003. The Council finds that Westpointe Plaza LLC's proposed final plat, containing one fewer lot than the four approved by the Council, complies with all conditions of approval and substantially conforms to the approved preliminary plat. Further, the City Council President is authorized to sign the plat on behalf of the City.

Motion made by Councilor Dick, Seconded by Councilor Howarth.

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

Voting Abstaining: Councilor Schreiber, Councilor Duquette

Following the conclusion of the public hearing and vote on Item 10, Mayor Grimm and Councilors Schreiber and Duquette returned to the dais at 7:09 p.m.

#### **Old/Unfinished Business - none**

#### **New Business**

##### **11. Proposed Ordinance and Summary: Sign Code / Exempted Signs**

Community Planning and Development Director Jason Welker provided a presentation on the proposed amendment to a portion of the City's sign code, City Code 9-6-15 "Exempted Signs", that would allow for off-premise signs, which may contain letters or numbers, for the purpose of sponsoring public art, parks amenities, or recreational activities/programs at City facilities.

Following the staff presentation, questions from Council fielded by Mr. Welker and Mr. Jones, and Council discussion, the Mayor and Councilors indicated a desire for further legal review as to standards and other factors related to any possible amendments to the Sign Code, along with review and recommendation by the Planning and Zoning Commission prior to Council consideration.

Motion to postpone further consideration of the ordinance and a decision on this matter.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

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

##### **5. Resolution 24-041 Change Order No. 1 to SCADA Upgrades Professional Services Agreement with B & E Electric, Inc. (City Agreement A24-3401) approved**

**REMOVED FROM THE CONSENT CALENDAR – PLACED UNDER NEW BUSINESS**

6. Resolution 24-042 Fifth Amendment to Professional Services Agreement with Logan Simpson Design, Inc., for Sandpoint Comprehensive Plan Update (City Agreement 109-440) approved

**REMOVED FROM THE CONSENT CALENDAR – PLACED UNDER NEW BUSINESS**

7. Resolution 24-043 First Amendment to Agreement with Jacobs Engineering Group, Inc. (City Agreement A24-1910-2) approved

**REMOVED FROM THE CONSENT CALENDAR - PLACED UNDER NEW BUSINESS**

Following questions posed by Councilor Howarth, fielded by Central Services Director Cheryl Hughes, Mr. Welker, and Mayor Grimm, there was a motion to approve all three of the items listed above - agenda items 5, 6, and 7 - that had been removed from the Consent Calendar by Councilor Howarth: Resolution for Change Order No. 1 to SCADA Upgrades Professional Services Agreement with B & E Electric, Inc. (City Agreement A24-3401); Resolution for the Fifth Amendment to Professional Services Agreement with Logan Simpson Design, Inc., for Sandpoint Comprehensive Plan Update (City Agreement 109-440); and Resolution for First Amendment to Agreement with Jacobs Engineering Group, Inc. (City Agreement A24-1910-2).

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

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

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 7:42 p.m.

We presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by the Sandpoint City Council on \_\_\_\_\_.

\_\_\_\_\_  
Jeremy Grimm, Mayor

Attest: \_\_\_\_\_  
Melissa Ward, City Clerk

\_\_\_\_\_  
Deb Ruehle, City Council President