



CITY COUNCIL SPECIAL MEETING MINUTES

June 25, 2025 at 5:30 PM

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

Call to Order

Mayor Jeremy Grimm called the special meeting of the Sandpoint City Council to order on Wednesday, June 25, 2025, at 5:30 p.m. in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Mayor Jeremy Grimm
Councilor Deb Ruehle
Councilor Justin Dick
Councilor Kyle Schreiber
Councilor Pam Duquette

ABSENT

Councilor Joel Aispuro
Councilor Rick Howarth

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

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm reported that this special meeting had been called as a make-up meeting of sorts for the June 18, 2025, regular meeting that could not be held due to lack of quorum and explained the reason for the organization of the agenda, with old and new business under one section.

The Mayor relayed that, sadly, Councilor Aispuro's mother, Rebeca, had passed away on Sunday.

The Mayor then provided a number of reports and updates, including a summary of departmental projects and activities, and Council members provided updates from the citizen advisory boards on which they serve as Council liaison. Council President Ruehle additionally read aloud an email message she and other Council members received from Mayor Grimm pertaining to Mayoral compensation. Information only; no Council action.

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

Under the Consent Calendar, Mayor Grimm noted for the record the amount of bills for payment approval, and Councilor Dick removed item 7, Proposed Resolution for Personnel Policy Amendments, which was moved to the end of the agenda. The Consent Calendar was then approved by a unanimous vote of the Councilors present.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

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

1. The minutes from Council's June 4, 2025, meeting were approved as presented.
2. The bills presented in the amount of \$570,605.85 for regular payables were approved for payment.
3. The Monthly Financial Report on Cash and Investment Transactions for May 2025 was accepted.
4. Council confirmed the Mayor's reappointment of Grant Simmons to the Sandpoint Planning and Zoning Commission for a new three-year term, July 1, 2025 - June 30, 2028.
5. Following City Council's decision during their June 4, 2025, meeting, the Written Decision on the Applicant's Request for Review of Staff Determination regarding the Expiration of PUD, City file #PPUD22-0001, University Place Planned Unit Development, Phase IV, was approved.
6. **Resolution 25-023** Approving PO #25-1532 to Freightliner Northwest for MY26 Freightliner 114SD Dump Truck
7. *removed from Consent – taken up prior to adjournment (see below)*

Old and New Business

8. Appeal of Denial of McGhee Development Water Service Application / Re-opening of Hearing and Possible Decision

City Attorney Fonda Jovick reported that the Appellant had withdrawn their appeal. No further action required.

9. Review of Development Impact Fee (DIF) Results and Final DIF Study Report and Scheduling of Public Hearing for Adoption of Study

Community Planning and Development Director Jason Welker introduced this item, followed by a presentation from Nicholas Huff and Colin McAweeney, representing TischlerBise, the City's DIF Study consulting firm, who, along with Mayor Grimm, Mr. Welker, and Ms. Jovick, fielded questions from the Council members.

Following discussion, Council voted to schedule a public hearing for July 16, 2025, to take public testimony and consider approval of the Development Impact Fee Study, which includes the maximum supportable impact fees by land use type and a capital improvement plan for each eligible public facility category.

Motion made by Councilor Ruehle, Seconded by Councilor Schreiber.

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

The meeting was recessed at 6:49 p.m. for a brief break, reconvening at 6:57 p.m.

10. **Resolution 25-024** Accepting the Recommendation of Selected Art for the 2025 –2026 Silver Box Public Art on Loan Program and Approval to Enter Into Artist Agreements

Elle Susnis, Chair of the Sandpoint Arts, Culture and Historic Preservation (ACHP) Commission, presented the Commission's recommendation of selected sculptures for the 2025 –2026 Silver Box Public Art on Loan Program.

Kingfishers by Anna Lee Harris, to be placed at Oak St. and Fifth Ave.

Icosahedron by Kirk Seese, to be placed at Church St. and Fourth Ave.

Skyward Grace by Denny Henson, to be placed at Oak St. and Fourth Ave.

Beauty of Duality by Dave Gonzo was recommended as an alternate selection.

Following questions fielded by Ms. Susnis, Council voted to accept the Commission's recommendations of selected artworks for the 2025 –2026 Silver Box Public Art on Loan Program and approve the execution of artist agreements.

Motion made by Councilor Duquette, Seconded by Councilor Dick.

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

11. James E. Russell Sports Center Funding and Operations

In follow-up to Council's May 28, 2025, special meeting, Mr. Welker provided a presentation and update, seeking Council direction on funding and management of the James E. Russell Sports Center. Benefactor Jim Russell was in attendance remotely and also spoke on this matter.

Discussion ensued, with Mr. Welker, Mayor Grimm, and Recreation Facilities Supervisor Ryan Wells fielding questions. With an initial motion by Council President Ruehle and contributory remarks from the other Councilors, Council ultimately provided the following direction:

At this time, through the next budget cycle, the James E. Russell Sports Center should be maintained as primarily a racket sports facility under City staff management and guidance. Local non-racket sports communities should nonetheless be engaged to explore their possible use of the facility, provided such use would not require any additional capital expenditure aside from approved budgeting and would not damage the existing courts, where they could quickly and easily be converted back to their primary court configuration. Additionally, the City should keep the lines of communication open with U.S. Tennis Association Pacific Northwest (USTA PNW) for any partnership the City may wish to consider in the future.

Motion made by Councilor Ruehle, Seconded by Councilor Dick.

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

The meeting was recessed at 8:10 p.m., reconvening at 8:20 p.m.

With Council concurrence, item 13, SPOT Bus presentation, was moved ahead of item 14, Parking Management Plan adoption.

13. Presentation: Selkirks-Pend Oreille Transit (SPOT Bus) Funding Request

Executive Director Donna Griffin and SPOT Bus Board Member Clif Warren provided a presentation on SPOT Bus operations and their request for funding and fielded questions from the Mayor and Councilors, with Mayor Grimm reporting that an increase in funding for SPOT Bus would be proposed in the FY2026 Budget. Information only; no Council action at this time.

12. **Resolution 25-025** Adoption of Parking Management Plan

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

During discussion, Council President Ruehle called for the question and made a motion to approve the Parking Management Plan Resolution. The motion died for lack of a second.

The meeting was recessed briefly at 9:30 p.m. on a question of parliamentary procedure, then reconvened shortly thereafter at 9:32 p.m., with legal counsel Ms. Jovick and Zachary Jones clarifying that Robert's Rules of Order does allow continued discussion and additional motions following a motion that did not result in a vote.

After further discussion, Councilor Schreiber made a motion to approve the Parking Management Plan with removal of the extension of the parking exempt zone and reconsideration of the 1.5 space cap in the ordinance. The motion died for lack of a second.

The Parking Management Plan was ultimately adopted as presented by a majority vote of the Council members present, with Councilor Schreiber dissenting.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.
Voting Yea: Councilor Ruehle, Councilor Dick, Councilor Duquette
Voting Nay: Councilor Schreiber

14. **Resolution 25-026** North Boyer Road Culvert - Emergency Declaration and Expenditures

Following a presentation by Public Works Director Holly Ellis, Council President Ruehle made a motion to declare the North Boyer Road culvert an emergency and authorize the Mayor to execute expenditures as necessary to do emergency work - culvert replacement - to safeguard life, health, and property, pursuant to Idaho Code Section 67-2808(1)(a)(iii).

Motion made by Councilor Ruehle, Seconded by Councilor Dick.
Voting Yea: Councilor Ruehle, Councilor Dick, Councilor Schreiber, Councilor Duquette

7. **Resolution 25-027** Personnel Policy Amendments

Following questions from Councilor Dick, fielded by Central Services Director Cheryl Hughes, the Council members present voted unanimously to approve this resolution.

Motion made by Councilor Dick, Seconded by Councilor Duquette.
Voting Yea: Councilor Ruehle, Councilor Dick, Councilor Schreiber, Councilor Duquette

Adjourn

With no further business on the agenda, the meeting was adjourned at 10:07 p.m.

I 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