



## **CITY COUNCIL MEETING MINUTES**

**December 17, 2025 at 5:30 PM**

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

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### **Call to Order**

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, December 17, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### **Roll Call**

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.

#### **PRESENT**

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

#### **ABSENT**

Councilor Justin Dick

### **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 comment during the public comment portion on the agenda to complete a comment sign-up form and hand to staff.

1. Presentation: Roles and Responsibilities of Government, presented by Association of Idaho Cities (AIC)

Mayor Grimm introduced Jonathan Wheatley and Kelley Packer from the Association of Idaho Cities, who provided a presentation on governmental roles and responsibilities and fielded questions from the Council members. Information only; no Council action.

Following the AIC presentation, Councilors provided reports from the City's citizen advisory boards on which they serve as Council liaison, and Department Directors provided brief updates on projects and activities in their respective departments.

### **Public Comments**

Mayor Grimm recited the rules and procedure for public comments during the meeting and offered an opportunity for members of the public to speak on items included on the Consent Calendar and Old and New Business topics on the agenda or other general matters not relevant to the business of the City of Sandpoint.

## Consent Calendar

Mayor Grimm recited for the record the amount of bills for payment approval, and Councilor Schreiber removed item #4, Proposed Resolution for Local Highway Technical Assistance Council (LHTAC) FY 2026 Small Urban Grant Program for Improvements on First Ave and Bridge/Church Streets, which was moved to the end of New Business. The Consent Calendar was then approved as amended by a unanimous vote of Councilors present.

Motion made by Councilor Duquette, Seconded by Councilor Ruehle.

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

2. The minutes from Council's December 3, 2025, regular meeting were approved as presented.
3. The bills presented were approved for payment in the amount of \$539,692.06 for regular payables.
4. *(removed from Consent - see New Business)*
5. **Resolution 25-050** Transportation Alternatives Program (TAP) State/Local Agreement for Design and Construction of A024(687) N Boyer Ave SW, E Mtn View to Juniper (Key No. 24687) - approved
6. **Resolution 25-051** Agreement #A26-5200-4 KGT INC for Portable Toilet Rental and Service - approved
7. **Resolution 25-052** Purchase Order #26-1701 to Motorola Solutions for Motorola SVX Body Camera and Microphone and Motorola N70 Portable Radios - approved
8. **Resolution 25-053** Purchase Order #26-1709 to CUES, Inc., for CCTV Inspection Van System Upgrade - approved
10. **Resolution 25-054** Purchase Order #26-1668 to Freightliner Northwest for Cobalt Dump Truck - approved
11. **Resolution 25-055** Purchase Order #26-1669 to Solid Waste Systems, Inc., for loader Mounted Snow Blower - approved
12. **Resolution 25-056** Purchase Order #26-1672 to Pape Machinery for John Deere 544PZT End Loader - approved
13. **Resolution 25-057** Purchase Order #26-1675 to Pape Machinery for John Deere 772 G-Tier AWD Motor Grader - approved

## Public Hearing

14. Public Hearing: Consideration of New Fee for James E. Russell Sports Center Corporate Memberships

Mayor Grimm announced that the purpose of the public hearing was to take public testimony for Council consideration of a new fee for corporate memberships at the James E. Russell Sports Center.

Community Planning and Development Director Jason Welker provided a presentation on the proposed fee and fielded questions from the Mayor and Councilors.

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

15. Proposed Resolution Amending the City Fees Schedule to add the James E. Russell Sports Center (JERSC) Corporate Annual Pass and Adoption of the JERSC Corporate Annual Pass Policy

Councilor Schreiber moved to postpone this matter until the second meeting in January 2026, and allow for additional public comment opportunity, seconded by Councilor Duquette.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruele, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Voting Nay: Councilor Aispuro

Mayor Grimm called for a brief recess at 7:33 p.m., with the meeting reconvening at 7:38 p.m.

### Old/Unfinished Business

16. Final Plat: University Park (Place) Subdivision, Phase 4 (*removed from agenda prior to meeting*)

17. Project Update and Council Direction: Cedar St. Reconstruction, Lincoln Ave. to Division Ave.

Project Manager Rachel McKinley provided a presentation with updates on the project and, along with Public Works Director Holly Ellis, fielded questions from Council and the Mayor. City Forester Erik Bush, Certified Arborist John Gaddess, and HMH Project Manager Dan Tadic also provided information on the efforts that would be taken to preserve the existing silver maple tree during the project. Councilors unanimously agreed on a chicane design and efforts to preserve the tree.

Following a brief presentation on travel lane width, Ms. Ellis and Ms. McKinley again fielded questions from Council and the Mayor, as did Utility Supervisor Rod Berget. Councilor Aispuro made a motion to accept the 24-foot land width with 10.5-foot painted travel lanes to provide for traffic calming, seconded by Councilor Ruele. The motion failed, with the majority of Councilors present dissenting, as follows:

Motion made by Councilor Aispuro, Seconded by Councilor Ruele.

Voting Yea: Councilor Aispuro, Councilor Howarth

Voting Nay: Councilor Ruele, Councilor Schreiber, Councilor Duquette

Councilor Ruele then made a motion to recommend an 11-foot travel lane width, seconded by Councilor Schreiber. The motion passed, as follows, with Councilor Howarth dissenting:

Motion made by Councilor Ruele, Seconded by Councilor Schreiber.

Voting Yea: Councilor Ruele, Councilor Aispuro, Councilor Schreiber, Councilor Duquette

Voting Nay: Councilor Howarth

Ms. McKinley provided four options pertaining to sidewalks and multimodal paths on Cedar Street and fielded Council questions. Councilor Ruele made a motion to approve Option #3, providing sidewalks on both the north and south side of Cedar Street, seconded by Councilor Duquette. There were no objections, and the motion passed unanimously by Councilors present.

### New Business

18. **Resolution 25-058** Transportation Alternatives Program (TAP) 2026 Application, Superior Street Project

Ms. Ellis provided a presentation on the TAP grant, seeking funding for the Superior Street Project, and fielded questions from Councilors. Motion made by Councilor Ruele to approve the Resolution directing staff to seek grant funding for the Superior Street Project, seconded by Councilor Aispuro. The motion passed by a majority vote of Councilors present, as follows:

Motion made by Councilor Ruele, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruele, Councilor Aispuro, Councilor Howarth

Voting Nay: Councilor Schreiber, Councilor Duquette

19. Presentation and Council Direction: Consideration of a Commercial Property Assessed Capital Expenditure (C-PACE) Program for the City of Sandpoint

Mr. Welker introduced Don Schultz with PACE Equity, who provided Council with information and fielded questions on the C-PACE Program. Councilor Schreiber made a motion to postpone this agenda item until after the Commercial A zoning revisions are complete, seconded by Councilor Duquette. Motion fails, with the majority of Council dissenting as follows:

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Schreiber

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

Councilor Ruehle then made a motion to direct staff to proceed with the creation of a resolution and a guidebook for consideration of the C-PACE Program, seconded by Councilor Howarth and approved by a majority of Council present, with Councilor Schreiber dissenting.

Motion made by Councilor Ruehle, Seconded by Councilor Howarth.

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

Voting Nay: Councilor Schreiber

4. **Resolution 25-049** Local Highway Technical Assistance Council (LHTAC) FY 2026 Small Urban Grant Program for Improvements on First Ave and Bridge/Church Streets

Ms. McKinley and Mr. Bush provided a brief presentation on the LHTAC Grant Program, seeking funding for improvements on First Avenue and Bridge/Church Streets, and fielded questions from Councilors. Councilor Ruehle made a motion to approve the application for the grant, seconded by Councilor Aispuro and approved by a majority of Council, with Councilor Schreiber dissenting.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

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

Voting Nay: Councilor Schreiber

**Adjourn**

With no further business before the Council, the meeting was adjourned at 10:01 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Deputy City Clerk, were approved by City Council during their meeting held \_\_\_\_\_, 202\_\_.

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

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Attest: Hayley Keys, Deputy City Clerk