



CITY COUNCIL MEETING MINUTES

August 21, 2024 at 5:30 PM

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

Call to Order

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:31 p.m. on Wednesday, August 21, 2024, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

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

Following roll call, Mayor Grimm announced that Police Chief Corey Coon would serve 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 announced that, as noted on the agenda, the public hearing on the Daher #1/Turbine Subdivision that had been scheduled for this meeting was canceled. He additionally provided instructions for those who wished to speak during the public hearings and other opportunities for public comment during the meeting. He further reported that he had recently met with Senator Risch and plans to provide an update on the operations at Albeni Falls Dam at the next meeting.

Council President Ruehle relayed a statement conveying her disappointment with the Mayor for his behavior during the August 7, 2024, meeting, where he passed the gavel to her to preside over remote public comment during Public Forum, which she was not expecting.

1. Presentation on Development Impact Fee Study by TischlerBise

Colin McAweeney, Western Region Manager for TischlerBise, provided a presentation on development impact fee regulations and the status of their firm's work to conduct an updated Development Impact Fee Study for the City of Sandpoint and fielded questions from the Mayor and Council members. Information only; no Council action.

Following the Development Impact Fee presentation, at the Mayor's request and invitation, City department directors reported on activities and projects from their respective departments.

Public Forum

Mayor Grimm provided instructions for comments during public forum and other opportunities for public comment during the meeting, including a summary of the City's rules of civility and public decorum at meetings, followed by public forum. Information only; no Council action.

Consent Calendar

Mayor Grimm reported the dollar amount of the bills presented for payment approval, followed by a motion to approve the Consent Calendar.

Motion made by Councilor Dick, Seconded by Councilor Aispuro.

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

2. The minutes from Council's August 7, 2024, meeting were approved as presented.
3. Bills approved for payment: \$750,516.20 for regular payables.

New Business

4. **Resolution 24-058** Bridge Street Bridge Rehabilitation Project Design and Authorization to Advertise for Construction Bids

Construction Manager Holly Ellis, along with Ben Davis, Keller Associates, Coeur d'Alene Office Transportation Team Lead, provided a presentation on this project and fielded questions from Council members.

Motion to approve the Resolution for the Bridge Street Bridge Rehabilitation Project Design and Authorization to Advertise for Construction Bids.

Motion made by Councilor Dick, Seconded by Councilor Aispuro.

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

5. **Resolution 24-059** Award of Contract for Little Sand Creek Water Treatment Discharge Pond Cleaning Services (City Agreement A24-3456-6)

No presentation and no questions from Council.

Motion to approve the Resolution awarding the contract for Little Sand Creek water treatment plant discharge pond cleaning services (City Agreement A24-3456-6).

Motion made by Councilor Schreiber, Seconded by Councilor Howarth.

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

6. **Ordinance 1425** Urban Forestry Commission

Mayor Grimm noted that, with the City's citizen advisory boards reactivated, staff and Council have been working through some amendments to City Code to update the committee and commission ordinances, and that this ordinance addressing the Urban Forestry Commission is the final ordinance toward this effort.

City of Sandpoint Urban Forester Erik Bush gave a brief introduction and fielded questions from Council members.

The City Clerk read aloud the title of the ordinance as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 7, CHAPTER 15, URBAN FORESTRY, AND AMENDING SANDPOINT CITY CODE TITLE 2, WITH THE ADDITION OF A NEW CHAPTER 11, URBAN FORESTRY COMMISSION, PROVIDING FOR REPEAL AND SEVERABILITY, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Following a motion by Councilor Aispuro that the Ordinance pass its first reading by title only and the summary is approved, seconded by Councilor Dick, Councilor Schreiber made a motion, seconded by Councilor Duquette, to amend the proposed Ordinance under Section 3, new City Code 2-11-3, Membership, Organization, and Meetings, to indicate that the Mayor will "endeavor" to appoint members with the professional qualifications indicated, where subsection A will state as follows:

The commission shall consist of no fewer than three and no more than five voting members, to be appointed by the Mayor and confirmed by City Council. The Mayor shall endeavor to appoint industry professionals with professional experience and expertise in arboriculture or urban forestry, one member with secondary education or professional experience in natural sciences, one member from a local utility, and one local business owner or employee of a related profession in natural resources or forestry management. The mayor shall endeavor to appoint at least two members who have International Society of Arboriculture (ISA) credentials. Within the confines of the foregoing membership criteria, the mayor shall strive to appoint residents of the city of Sandpoint whenever possible. The members of the commission shall be selected without regard to political affiliation and shall serve without compensation.

Under Councilor Schreiber's motion, he further amended the proposed Ordinance under Section 3, new City Code 2-11-3, to indicate that the term limit provision is for "consecutive" terms, where subsection B will state as follows:

To ensure that all terms do not expire at the same time, initial appointments shall be made as follows: One or two one-year terms; one or two two-year terms; and one or two three-year terms. Thereafter, each new appointment shall be made for a three-year term. Commissioners may be reappointed to serve additional terms. With the exception of ISA-credentialed members, members shall be limited to two consecutive full three-year terms. Vacancies shall be filled by the mayor, confirmed by the city council, with the new, replacement member appointed to serve the remainder of the unexpired term.

Below is the result of the vote on these amendments.

Motion to amend made by Councilor Schreiber, Seconded by Councilor Duquette.
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette Voting Nay: Councilor Howarth

Following approval of the amendments, the result of the vote on the motion that the Ordinance pass its first reading by title only and approval of the summary was as follows:

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

The Mayor announced that the Ordinance had passed its first reading by title only, and the summary was approved.

Motion that the rules requiring three separate readings, once in the Ordinance's entirety, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

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

Mayor Grimm announced that the motion passed, the Ordinance was considered read, passed and adopted under suspension of the rules, and it would become effective following publication of the Summary in the newspaper.

7. **Resolution 24-062** Sixth Amendment and Change Order No. 6 to Construction Manager/General Contractor (CM/GC) Agreement with Ginno Construction Co. for Travers Park Renovations, Phase 1 (City Agreement A23-5300-5)

Mr. Welker and Parks Planning and Development Manager Maeve Nevins-Lavtar provided a presentation on the proposed sixth amendment and change order no. 6 to the agreement with Ginno Construction Co. for Travers Park Renovations, Phase 1, and fielded questions from Council members, followed by public comment.

Motion to approve the resolution for the sixth amendment and change order number 6 to the CM/GC agreement with Ginno Construction Co. for Travers Park Renovations, Phase 1 (City Agreement A23-5300-5).

Motion made by Councilor Ruehle, Seconded by Councilor Dick.

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

Following the vote on Item 7, the Mayor recessed the meeting for a break at 7:45 p.m., with the meeting reconvening at 7:54 p.m.

Public Hearings

8. Public Hearing on FY2025 Budget and Intent to Use Foregone Levying Authority

Finance Director Sarah Lynds provided an organizational and budget overview and, along with Mr. Welker and Mayor Grimm, fielded questions from the Council members.

Prior to proceeding with the public hearings, Mayor Grimm provided a reminder about the City's rules of civility and meeting decorum and instructions for public testimony.

The Mayor then opened the public hearing to take testimony on the proposed FY2025 budget and the City's use of foregone levying authority. Donna Griffin testified, representing SPOT Bus. With no additional testimony, the Mayor closed the public hearing.

Following the public hearing, Chief Coon and City legal counsel Zachary Jones fielded Council questions and provided information on the legalities and funding of animal control services.

9. **Ordinance 1426** Annual Appropriation Ordinance FY2025

The City Clerk read aloud the title of the ordinance as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TERMED THE ANNUAL APPROPRIATION ORDINANCE, PURSUANT TO IDAHO CODE § 50-1003, APPROPRIATING \$50,499,054 TO DEFRAY THE NECESSARY EXPENSES AND LIABILITIES OF THE CITY OF SANDPOINT, IDAHO, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSE FOR WHICH SAID APPROPRIATION IS MADE; PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

Motion that the Ordinance pass its first reading by title only.

Motion made by Councilor Aispuro, Seconded by Councilor Howarth.

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

The Mayor announced that the Ordinance had passed its first reading by title only.

Motion that the rules requiring three separate readings, once in the Ordinance's entirety, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

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

The Mayor announced that the motion passed, the Ordinance was considered read, passed and adopted under suspension of the rules, and it would become effective following publication in the newspaper.

10. **Resolution 24-060** Certifying the Amount of Forgone Increase to be Included in the Fiscal Year 2025 Budget

Motion to approve the Resolution Certifying the Amount of Forgone Increase to be Included in the Fiscal Year 2025 Budget.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

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

11. Public Hearing on Proposed New City Fees and Existing Fees Proposed to Increase more than 5%

Ms. Lynds provided a brief final overview of the proposed amendments to the City Fees Schedule, reflecting the adoption of new fees and approval of changes to existing fees, including those proposed to increase more than 5%.

Mayor Grimm provided brief instructions for public testimony and then opened the public hearing. No one testified, and the Mayor closed the public hearing.

Council had no questions and no deliberation.

12. **Resolution 24-061** Adoption of New City Fees and Approval of Changes to Existing Fees and Fee Schedule

Motion to approve the resolution adopting new city fees and approving changes to existing fees and the fees schedule.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

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

Old/Unfinished Business

13. Proposed Local Option Tax to Fund Street & Sidewalk Construction

Mayor Grimm provided a presentation responding to questions posed by Council President Ruehle during their prior meeting and, along with Construction Manager Holly Ellis, fielded questions from the Council members. Council then engaged in a discussion regarding this proposal, which the Mayor will present during the September 4, 2024, meeting as a resolution, seeking Council approval of ballot language for the November 2024 general election. Information only; no Council action at this time.

Adjourn

With no further business before the Council, Mayor Grimm adjourned the meeting at 9:32 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by the Sandpoint City Council on _____, 2024.

Jeremy Grimm, Mayor

Attest: Melissa Ward, City Clerk