



**CITY OF PONDERAY
REGULAR
MEETING MINUTES
MARCH 16th, 2020**

MAYOR STEVE GEIGER CALLED THE MEETING TO ORDER AT 6:00 P.M.

PRESENT: MAYOR STEVE GEIGER, COUNCILMEMBER McNEARNEY, COUNCILMEMBER THOMPSON, COUNCILMEMBER MITTON, COUNCILMEMBER OSBORNE

ALSO, PRESENT: ATTORNEY MARSHALL, CLERK WARREN, CHIEF CORNELIUS, PLANNER BRUBAKER, ENGINEER SHAW

ABSENT:

THE PLEDGE OF ALLEGIANCE WAS RECITED.

CONFLICTS OF INTEREST AND/OR DISCLOSURES:

Mayor Geiger acknowledged conflict of interest and disclosures statement.

CONSENT AGENDA:

A. Approve Bills \$24,333.72

B. Acknowledge Attorney Report

C. Approve March 2nd, 2020 regular Council Meeting Minutes.

Motion to approve consent agenda

Councilmember Osborn/Thompson. Roll Call Vote. All voted in favor. Motion approved.

PUBLIC COMMENT: Susan with Ponderay Bay Trail had given updates about applying for planning and construction grants, they are hiring Sustainable Strategies to help apply for these future grants. Since they are working with the City to obtain these grants, they will most likely require a local match of funds. The Ponderay Bay Trail Fun Run is scheduled for June 7th, they have acquired insurance and registration is now open, kids under 12 will be free. They are also looking to purchase some property, for public use.

DEPARTMENT REPORTS/UPDATES:

MAYOR: Has postponed his trip to Florida due to the Coronavirus outbreak. He had a meeting with the County, the folks in Safety Services, and BGH. We need to start practicing Social Distancing, keeping areas clean, and washing our hands. You need to call hospitals before you go to the ER, if you're sick – stay home! Self-quarantining yourself if you've traveled. The general census is this virus is going to sweep throughout the Country. Councilmember Mitton asked if we have any kind of Policy regarding quarantining when this type of Event arises. A current employee of the City had traveled overseas and will self-quarantine for at least 14 days upon returning to work. As far as the policy goes Clerk Warren didn't think changing the Policy was necessary, how often would this happen? Clerk Warren also stated she'd be working from home; she is supplied with a laptop and she has the supplies she needs to get her work done. Mayor stated out City Clean-Up was scheduled for June; final plans will be complete when Kayleigh is back from vacation.

CLERK: Clerk Warren introduced Ivy and Jamie, Ivy asked if they could have the Easter Parade and Egg Hunt. She gave the cutest speech! It was planned for Saturday April 11th starting at 9:30 with the Parade, and then followed by the Egg Hunt. Council discussed that with practicing social distancing and slowing the spread of the Coronavirus it wasn't a good

idea to hold the Easter festivities this year, it is cancelled. Ivy told them, next years Easter Parade and Egg Hunt will be even better! Clerk Warren also stated that the Elk's is having a Wine Madness Fundraiser on March 27th but was unsure if they'd hold it or it would be cancelled at this point.

POLICE: **Action Item Insurance Renewal**

Chief had done more research on our insurance and met with Mayor Geiger to discuss. The City's top priority is to attract and retain new employees. It was decided that the most cost effective would be sticking with the Platinum 500 where the City will continue to pay 100% for the employee and 50% of dependents. The cost increase would be right around \$31,000 with our current employees. Chief also stated that we should have a limit, or a specific dollar amount put on dependents as it could get quite expensive for a huge family. The cost to the City for the remainder of the year would be between \$15,000 and \$20,000, stated by Mayor Geiger.

Motion to approve the Insurance Renewal of the Platinum 500, 100% for employees and 50% for spouses/dependents Councilmember McNearney/Thompson. Roll Call Vote. All Voted in Favor. Motion Approved.

STREET/PUBLIC WORKS: Engineer Justin Shaw reported that Cedar Street bids open tomorrow at 2:30 at City Hall, they will issue a bidder assuming they have all necessary insurance paperwork. Currently working on an infrastructure report for the Field of Dreams, and the design for the first 4 fields. Plans should be complete by mid to end of Summer. Will continue to make updates a priority. They are also working on getting bids for the City's Striping Plan, currently getting bids from Selkirk Sealcoat, Quality, and one other business. They are also planning on putting a bus stop on Kootenai Cutoff Road.

PLANNING, PARKS & COMMUNITY DEVELOPMENT:

****Action Item** Final approval and signature of McNearney Mill Subdivision, File SS18-017**

Planner Brubaker stated that he has the final Plats of the McNearney Mill Subdivision process completed. City will need to authorize and sign off.

Motion to approve the Final approval and signatures of McNearney Mill Subdivision, File SS18-017 Councilmember Mitton/Osborne. Roll Call Vote. All Voted in Favor. Motion Approved.

****Action Item** LS19 021 – Replat of Ponderay Block 20, Lots 11 & 12, Lot Line Adj.**

Motion to approve LS19 021 – Replat of Ponderay Block 20, Lots 11 & 12, Lot Line Adj.

Councilmember McNearney/Mitton. Roll Call Vote. All Voted in Favor. Motion Approved.

Miscellaneous Reports: We have the current reports of Kootenai-Ponderay Sewer District Agenda for March 9th; Sandpoint City Minutes for March 4th; Lake Pend Oreille School District Minutes for February 20th; SPOT Minutes for February 20th. Mayor Geiger also has information about the Amendment on the Property Tax Bill #409, it did not pass the Senate. They are working on another bill that would be very similar.

Old Business: No old business.

Ordinances, Resolutions, Proclamations, Contracts:

****Action Item** Ord #151 Revised Appropriations 2019-20 & Public Hearing**

Clerk Warren stated this is the same ordinance when appropriations were done last Spring. She had old appropriations and the new revised appropriations ordinances. There is a \$65,000 difference, we added \$40,000 to pay for our new hire since she's working with the sales tax. Under Wages and Benefits for Law Enforcement she added \$20,000. In Wages and Benefits under Planning she added \$5,000 and this amount is for Insurance. The purpose of this Public Hearing is to consider this new ordinance #151R Appropriations. There were no conflicts or disclosures made.

Clerk Warren opened the Public Hearing at 6:46.

Clerk Warren asked if Councilmembers had any questions. Councilmember Mitton said reading the newspaper article where it has the public hearing notice, I noticed it was published on the 10th and 13th of March, and I might need Louis' help here in regards to this, it was done on the 10th and the 13th but the way I read the Idaho Statutes Title 50 Chapter

10, 50-1002, it says that, it has to be published twice in the papers 7 days apart. So, I would think that, that's an error, and correct if I am wrong Louis, it would be something we have to readdress to make it correct and right to be able to do that right? Louis – It does for sure, in the fall when we do one, when we check on a revision. Clerk Warren said we did the best we could with the newspaper, they wouldn't let us go any earlier, and I figured we'd want it on Friday the 13th, rather than today. Mayor Geiger said it's probably not super critical if things needed to be pushed off. Councilmember Mitton said, I just feel that we should tackle it and do it right and have it seven days apart, it would make him feel more comfortable. Clerk Warren asked, are you going to pay \$200 to put it all in the paper again? Mayor Geiger said, if we have too. Clerk Warren said, that's what we'd have to do. Councilmember Mitton, I think that's the correct way to do it. Mayor Geiger said, I think we should follow up with a roll call, this is not a dire thing, it is an unfortunate thing about the \$200 but in business you don't win every time.

Clerk Warren closed the Public Hearing at 6:48.

Mayor Geiger said, we will refile and do this the next meeting. The notices will be in the paper seven days apart.

Public Comment: Question from Nancy – Has the Council ever voted on the amount that alerts where funds are coming from? The way I understand the code, that's the notice it must be in the paper that shows how much and where the money is coming from, how much the revenue is and how much expenditures are. And the Councilmembers must approve that. Cause I've noticed that the Council had tentatively approved, did they approve? I know you did with your previous, your 19-20, when you were amending your budget. Mayor Geiger followed with this has been discussed, with having to raise the additional funds for the new hire, out of the local option tax money, which is stated. Sales Tax wages and benefits. Nancy said there was nothing in the paper where the revenue is coming from and what the expenditures are going to be, and I know you'll have to add in for the police department, and I don't have a problem with that, I am just wondering if it's ever been done. Councilmember Mitton suggested we put the last couple budgets in the legals and publish so the public can see. Mayor Geiger asked so stating the additional amount that will be added to the budget and where the money came from and where it's going. Nancy stated that we can't use the 1%, I don't think for everything for your new employee because she'll only be doing a percentage. Mayor Geiger suggested we need to have an estimate. Our plan is to make it through these first 6 months, and in hopes we'll have a better idea, this is all new. Everyone will be helping, and we're hoping this \$65,000 will get us through this budget cycle. He also asked if we need to have a meeting and make this an Action Item, then at the next meeting we have the Public Hearing? Attorney explained the process we should take, regarding adopting the new Appropriation. Mayor Geiger suggested we utilize this meeting we want to add \$65,000 to the budget to cover additional wages and benefits, the money is partially from the local option tax in \$40,000 and then \$25,000 can come from Reserves. He then asked if anyone had any problems with that? All agreed. These amounts will easily cover the next 6 months. All these funds will be going to Wages and Benefits. Clerk Warren asked Planner Brubaker if he wanted to use any of the Local option sales tax funds for the Field of Dreams, he didn't think it was the appropriate time. Attorney Louis Marshall suggested we take enough funds to continue to make the monthly payments for the Field of Dreams. Mayor Geiger agreed, so please add \$16,000 as well. For a total of \$81,000. Planner Brubaker had received an email saying the Schools were closed through Spring Break.

Councilmember Thompson/Osborn.

Meeting adjourned 7:08 p.m.

City Clerk/Treasurer Su Warren-Brown

Mayor Steve Geiger