



**CITY OF PONDERAY
REGULAR
MEETING MINUTES
March 20th, 2023**

MAYOR GEIGER CALLED THE MEETING TO ORDER AT 5:30 P.M.

PRESENT: Mayor Geiger, Councilmember McNearney, Councilmember Mitton, Councilmember Thompson
ALSO, PRESENT: City Clerk Peterson, Chief Cornelius, Parks & Community Dev. Director Brubaker, Planning Director Miller, Attorney Marshall, City Engineer Shaw (VIA Zoom 5:45 p.m.)
ABSENT: Councilmember Larkin, City Engineer Tadic

CONFLICTS OF INTEREST AND/OR DISCLOSURES:

AMEND AGENDA:

- **ACTION ITEM** Executive Session – ID Code 74-206, Subsection 1-f
f. to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Motion to Add Executive Session – ID Code 74-206, Subsection 1-f.

Councilmember McNearney/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember McNearney, Councilmember Mitton, and Councilmember Thompson Voted in Favor. Motion Approved.

PUBLIC COMMENT:

CONSENT AGENDA:

- 1) Approve Bills \$83,333.05.
- 2) Approve council meeting minutes from February 21st, 2023.
- 3) Acknowledge Police Report
- 4) Acknowledge Attorney Report

Motion to Approve the Consent Agenda.

Councilmember Thompson/McNearney. Roll Call Vote. Councilmember Larkin Absent. Councilmember Thompson, Councilmember Mitton, and Councilmember McNearney Voted in Favor. Motion Approved.

DEPARTMENT REPORTS/UPDATES

MAYOR:

- Mayor Geiger
 - Out of town next meeting April 3rd, 2023.

CLERK:

- **ACTION ITEM** Easter Egg Parade – Jamie & Ivy Jeffres

Presentation By Ivy Jeffres

- Saturday April 8th, 2023.
 - Line up at 9:30 a.m. at 5th Street and Birch.
 - Walk to 2nd Street at 9:45 a.m.
 - Egg Hunt at 10:00 a.m. on private property.
 - Police Department to lead.
 - Fire Department to follow.

Motion to Approve Easter Egg Parade for April 8th, 2023.

Councilmember Thompson/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember Thompson, Councilmember Mitton, and Councilmember McNearney Voted in Favor. Motion Approved.

- **ACTION ITEM** Laserfiche Document Management Software

Presentation by City Clerk Peterson.

- \$3,200.00 a year.
- \$250.00 an hour for training.

- The Bronze Package has 10 hours of training included.
 - Training hours don't expire.

Motion to Approve Laserfiche Document Management Software with the Bronze training package. Councilmember Thompson/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember Thompson, Councilmember Mitton, and Councilmember McNearney Voted in Favor. Motion Approved.

- Mayor Geiger stated he called and talked to 104.
 - 104 wants the City of Ponderay to wait.
 - Send a letter stating the account must be 100% current by May 1st, 2023, or legal action will be taken.

POLICE

- Chief Cornelius gave Patrol Unit and Staff updates.
- **ACTION ITEM** Apex Office Systems – Service Contract

Motion to Approve Apex Office Systems Service Contract. Councilmember McNearney/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember McNearney, Councilmember Mitton, and Councilmember Thompson Voted in Favor. Motion Approved.

STREET/PUBLIC WORKS:

- City Engineer Shaw gave project updates.
 - Field of Dreams
 - Turf selection was made.
 - Waiting for electrical sub specs for bid.
 - Popsicle Bridge Repair
 - Permitting underway.
 - Mountain Metals provided example rails.
 - Pavement Markings
 - Preparing updates to pavement marking plans before solicitation of bids.
 - City of Ponderay Paving
 - Preparing option plans for Summer 2023 for the April Council meeting.
 - Drainage
 - Schweitzer Plaza
 - Drainage plan is 90% complete.
 - Triangle Drive
 - Contractor is submitting materials for approval.
 - Union Pacific Drainage
 - U.P. stated they would clean the inlets and outlets of their pipes.
- Planning Director Miller shared a Field of Dreams Update.
 - Rendering of the restroom facilities.

PLANNING, PARKS & COMMUNITY DEVELOPMENT:

- Parks & Community Development Director Brubaker gave project updates.
 - Brownfield Multipurpose Grant Project Report
 - Blackrock - slide show.
 - Testing completed on site all in one day.
 - Water & Soil.
 - Working on signage and fencing.
 - Blue Cross of Idaho Grant Agreement
 - \$30,000.00
- Mayor Geiger asked for clarification on the process of renaming roads in the City of Ponderay.
 - Discussion followed between Councilmembers, Mayor Geiger, and Parks & Community Development Director Brubaker.
 - Triangle Drive addressing issue.
 - Process includes Bonner County and 911 emergency services.
- Planning Director Miller Gave Project Updates.
 - City Cleanup – June 11th, 2023. (Sunday)
 - Bike Rodeo – May 13th, 2023. (Saturday)
 - Plant tree for Steve Fox

- **ACTION ITEM** UP22-082 Bay Trail Investments. Special Use Permit, Extension Request
Presentation by Planning Director Miller.

No Questions from Councilmembers.

Motion to Approve UP22-082 Bay Trail Investments. Special Use Permit, Extension Request.

Councilmember McNearney/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember McNearney, Councilmember Mitton, and Councilmember Thompson Voted in Favor. Motion Approved.

- Ice Hockey Rink Update
 - 501C3 working on donations.
 - Requested a MOU stating donations will go toward ice for the rink.

MISCELLANEOUS REPORTS:

OLD BUSINESS:

ORDINANCES, RESOLUTIONS, PROCLAMATIONS, CONTRACTS:

- **ACTION ITEM** Proclamation – Week of the Young Child, April 1st-7th, 2023.

Discussion amongst Mayor Geiger and Councilmembers.

Motion to Approve Proclamation - Week of the Young Child

Councilmember McNearney/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmember McNearney, Councilmember Mitton, and Councilmember Thompson Voted in Favor. Motion Approved.

NEW BUSINESS:

PUBLIC COMMENT:

- Dr. Becky Meyer, Lake Pend Oreille School District #84.
 - 5 Year Strategic plan was approved.
- **ACTION ITEM** Executive Session – ID Code 74-206, Subsection 1-f
f. to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Motion to enter Executive Session – ID Code 74-206, Subsection 1-f.

Councilmember Thompson/McNearney. Roll Call Vote. Councilmember Larkin Absent. Councilmembers Thompson, McNearney, and Mitton Voted in Favor. Motion Approved.

Entered Executive Session at 6:17 p.m.

Motion to Exit Executive Session – ID Code 74-206, Subsection 1-f.

Councilmember Thompson/Mitton. Roll Call Vote. Councilmember Larkin Absent. Councilmembers Thompson, Mitton, and McNearney Voted in Favor. Motion Approved.

Left Executive Session at 6:36 p.m.

Councilmember Mitton/McNearney

Meeting Adjourned 6:36 p.m.

City Clerk/Treasurer Stephanie Peterson

Mayor Steve Geiger