



**CITY OF PONDERAY
REGULAR
MEETING MINUTES
August 17th, 2020**

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

PRESENT: Mayor Steve Geiger, Councilmember McNearney, Councilmember Thompson, Councilmember Osborne, Councilmember Mitton

ALSO, PRESENT: Clerk Warren, Attorney Marshall, Planner Brubaker, Engineer Shaw, Dep. Clerk Peterson, Planner Miller

ABSENT: Chief Cornelius

CONFLICTS OF INTEREST AND/OR DISCLOSURES:

Mayor Geiger acknowledged conflict of interest and disclosures statement.

CONSENT AGENDA:

- A. Approve Bills \$266,352.95
- B. Approve August 3rd, 2020 Regular Council Meeting Minutes
- C. Acknowledge Attorney Report
- D. Acknowledge Police Report - July

Motion to Approve the Consent Agenda

Councilmember Osborn/Thompson. Roll Call Vote. All Voted in Favor. Motion Approved.

DEPARTMENT REPORTS/UPDATES:

MAYOR: Mayor Geiger gave an update on Det. Victorino and his condition, the Bonner County Chaplains have stayed with him and the family through this time. Chief Cornelius has asked if we could donate \$250.00 to help the Chaplains with traveling/housing needs. Mayor Geiger had also asked Council if we could continue to pay Det. Victorino for the following 2 pay periods, Council agreed on both. Planner Miller spoke about an upcoming benefit for Det. Victorino it is scheduled for October. Mayor Geiger also spoke about attending the RC Fly-in, over the weekend. This establishment is working towards getting a couple more planes, in hopes to get more children involved. Mayor Geiger had also mentioned Popsicle Bridge and how it still needs repairs to the railing. Sgt. Koch went down on his own time and repaired a spot where the fencing was missing. Thank you, Sgt. Koch!! Rob Bickers presented a plan for repairing the bridge so it will be safer and more stable.

CLERK: Clerk Warren had given a bed tax update on 104. Mayor Geiger has been in contact with them twice in the last week. The owner had called in today for amounts owed, they still have not been in with payment. The APEX Office Systems contract is up for renewal, rates have slightly increased, for the city, black and white copies went from 1.4 to 1.5 cents, color copies went from 5 to 5.5 cents. For the Police Dept., black and white copies went from 1.8 to 2 cents and color copies went from 6 to 7 cents. The contract has been signed for another year. Planner Miller had given an update regarding the Covid-19 funds roughly totaling \$39,000.00 to spend on upgrades so we could work from home and stay up on Council meetings. We have been preapproved to purchase our new equipment. Some of the new equipment will be new computers, a new server, new telephones, and battery backups. Also, including new cameras, and monitor for the Police Dept.

POLICE: Mayor Geiger thanked Chief Cornelius, for staying with Det. Victorino, and Clerk Warren thanked all at the Police Dept. for keeping everything together there.

STREET/PUBLIC WORKS:

- A. **Field of Dreams** – Engineer Shaw said they are turning in their preliminary plan set this week, and they are excited to get those out.

- B. **Cedar Street** – They have completed the hydroseeding, and has received their final pay estimate, and will be submitting that to the city. Planner Miller updated Council about one of the property owners that did not receive asphalt on Elm St., Wood’s Crushing & Hauling attempted to place rock, but was unable to at that time. Wood’s did lay rock at other locations.
- C. **Walmart Bus Stop** – This is concreted in, and SPOT will be placing the shelter when everything else is complete.

PLANNING, PARKS & COMMUNITY DEVELOPMENT:

- A. **School House Fence** – Planner Brubaker spoke about the property owner who put up a fence between their home and the schoolhouse. If we agree to 50% of the costs the city’s portion is \$404.50. Property owner is also planning to stain the fence, Mayor Geiger will donate the stain for this project.

Motion to Approve to pay 50% of the materials and supplies for the schoolhouse fence.
Councilmember McNearney/Mitton. Roll Call Vote. All Voted in Favor. Motion Approved.

- B. **Community Development Program** – Planner Miller gave a presentation regarding a new program they would like to get started. She stated one thing they are seeing is developers are liking the new tall narrow homes, and with the current lot lines being longer and narrower these homes will become the normal. Lot line adjustments cost roughly \$10,000.00, which is steering developers away from changing lot lines. Both Planner Brubaker and Planner Miller are proposing to develop a program that would allow them to select projects when they know they are coming to the area on particular sites that have potential to develop in a way that’s beneficial to the community, whether it be a better look, better presence on the street, or better functioning. One of them would work with the surveyor and front the cost of a lot line adjustment. It would better the development in our neighborhoods. After discussions with Council it was decided that both planners could make approvals based on their best judgment.

Motion to Approve the Community Development Program with a limit of \$5,000.00 per project.
Councilmember McNearney/Osborn. Roll Call Vote. All Voted in Favor. Motion Approved.

- C. **Gateway Sign** – Planner Miller has been working with a landscape architect to make improvements to the gateway sign. She had previously applied for a native plants grant but was unsuccessful for funding. She is looking to Council to be able to spend their maintenance budget on beautifying the sign. They are looking to put Aspen trees in the background, and native plants around the sign. All the plants bloom in a series, so there would be flowers all summer long. They would also like to add another row of stone to make it even. They had three different estimates on the level of work that would be provided, Planner Miller suggested Option #2 in the amount of \$6,231.06. We will have to come up with a temporary fix on watering these plants for the first 2 years until they are established.

Motion to Approve Option #2 to make improvements to the Gateway sign.
Councilmember Thompson/Osborn. Roll Call Vote. All Voted in Favor. Motion approved.

- D. **Harbison Field Power** – Planner Miller has had many discussions with Mayor Geiger to get power out at Harbison Field, especially for when we have events. After working with Avista, they notified us last week that they were donating the installation of power to the tune of \$20,000.00. We do have to install the infrastructure at the same time. She met with an electrician to estimate the costs of the final installation additions. That estimate was \$14,175.00. If we move forward with all specified locations it would provide power to all the locations used at our Neighbor Day event. She also said Avista will be noticed as a Skyline sponsor at our Neighbor Day event for the next 20 years. Thank you Avista for making this a possibility!

Motion to Approve and complete electrical upgrades to Harbison Field.
Councilmember Mitton/McNearney. Roll Call Vote. All Voted in Favor. Motion Approved.

- E. **P1FCU Power Pole Relocation** – Planner Miller spoke about how P1FCU went through a process this year to seek site plan approval on their new location. One of our stipulations was to provide a connector or construct a pathway in between the old P1FCU location and the new P1FCU location. In order to make this happen a power pole would need to be relocated. Prior to this council meeting the cost was estimated at \$15,000.00. P1FCU was not planning on that large of an expense for the relocation and had asked to move the connector or pathway to the west. The owners to the north, did not want their trees removed. Planner Miller had received an updated estimate for the relocation during the meeting which ended up being \$28,000.00. She will be getting in touch with Avista, to try and get the cost down, but is hoping the city could offer a percentage toward the relocation of that power pole to make the connection, for the benefit of the city’s future.

Motion to Approve up to 50% for Planner Miller to negotiate with P1FCU for the power pole relocation.
Councilmember Thompson/Osborn. Roll Call Vote. All Voted in Favor. Motion Approved.

MISCELLANEOUS REPORTS: Kootenai-Ponderay Sewer District agenda; SPOT minutes for July 16th; and Bonner County minutes for July 21st and July 28th.

ORDINANCES, RESOLUTIONS, PROCLAMATIONS, CONTRACTS: Ordinance #152, 2020-2021 Budget.

Clerk Warren opened the Public Hearing at 7:49 pm.

There were no public present, and no public comment. No comment from Council.

Clerk Warren closed the Public Hearing at 7:50 pm.

Motion to suspend the rules and that the proposed Ordinance #152 pass its first reading by title only and that the ordinance be formally adopted.

Councilmember Thompson/Osborn. Roll Call Vote. All Voted in Favor. Motion Approved.

PUBLIC COMMENT: None

Councilmember Thompson/Osborn.

Meeting adjourned 7:52 p.m.

City Clerk/Treasurer Su Warren-Brown

Mayor Steve Geiger