



DRAFT

CITY COUNCIL

MINUTES

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. Mayor Rognstad presiding.

2. ROLL CALL

Present: Council members Williamson, Ruehle, Aispuro, Darling, McAlister and Groat
Absent: all present

3. PLEDGE OF ALLEGIANCE

4. ANNOUNCEMENTS

4A. COVID-19 UPDATE AND RESOLUTION NO. 20-017

Mayor Rognstad provided an update on the City's response to the worldwide coronavirus / COVID-19 crisis and announced his Emergency Declaration, made earlier in the day on March 18, 2020, at 4:30 p.m. City Clerk Melissa Ward read the Declaration aloud, as follows:

WHEREAS, Idaho Code § 46-1011 allows the Mayor of a city to declare a local disaster emergency; and

WHEREAS, Idaho Code § 46-1002(2) defines "disaster" as the "imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or manmade cause, including but not limited to fire, flood, earthquake, windstorm, wave action, volcanic activity, explosion, riot, or hostile military or paramilitary action and including acts of terrorism;" and

WHEREAS, the imminent threat of widespread and severe harm to the health of residents and visitors to the City of Sandpoint as addressed by the Centers for Disease Control and by actions of the Governor of the State of Idaho constitutes a "disaster"; and

WHEREAS, a declaration activates the response and recovery aspects of applicable local or intergovernmental disaster emergency plans for the furnishing of aid and assistance; and

WHEREAS, Idaho Code § 46-1002(3) provides that an "emergency" includes the imminent threat to life or property which requires state emergency assistance to supplement local efforts to protect well-being or property or to avert or lessen the threat of "disaster;" and

WHEREAS, the emergency referenced herein exists because the contagious nature and potentially serious consequences of the COVID-19 virus for residents and visitors to the City of Sandpoint and requires state emergency assistance to supplement local efforts to protect life, health and property; and

WHEREAS, Idaho Code § 67-2808 authorizes the Council of the City of Sandpoint to declare an emergency and that the public interest and necessity may demand the immediate expenditure of public money without compliance with formal bidding procedures; and

WHEREAS, an emergency declaration must be filed with the county recorder's office and "given prompt and general publicity."

NOW THEREFORE, the Mayor of the City of Sandpoint does hereby declare:

That a Local Disaster Emergency exists and that all efforts will be made to protect the citizens and property of the City of Sandpoint through activation of all local disaster emergency plans and state emergency assistance;

That regular meetings of the City Council and Planning & Zoning Commission will take place at their scheduled times and shall be limited to necessary staff and the public who are presenting only unless the severity of the outbreak requires changes;

That any special meetings of the City Council, any meetings of Commissions or Committees appointed by the City Council, or any matters which require hearing by the City Council within time periods prescribed by City Code, will take place at such times as approved by the City Council;

That electronic access to meetings and electronic public participation options shall be provided; and

That this Local Disaster Emergency shall expire within seven (7) days unless the City Council expressly authorizes the continuance of such Declaration; and

That this Declaration of Local Disaster Emergency (“Declaration”) shall be promptly filed with the Bonner County Recorder’s Office; and

That prompt and general publicity shall be given by a press release notifying the public of this Declaration.

Declared this 18th day of March, 2020.

_____/s/
Shelby Rognstad, Mayor
Date: March 18, 2020

ATTEST:

_____/s/
Melissa Ward, City Clerk
Date: March 18, 2020

Motion by Councilwoman Williamson to approve a Resolution consenting to an extension of the Mayor’s Emergency Declaration beyond the initial seven (7) days allowed under State law and continuing until such time as Council desires to consider lifting said extension.

Motion by Councilwoman Williamson for an amendment to the motion, requiring that all City Council meetings be held electronically.

Motion by Councilwoman Ruehle to amend the proposed amendment to require that all meetings, including City commission and committee meetings, be held electronically.

Following discussion, Councilwoman Williamson agreed to incorporate this requirement within her proposed amendment, and Councilwoman Ruehle withdrew her motion to amend.

Result of vote on amendment.

Result:	Passed
Moved by:	Williamson
Seconded by:	Ruehle
Voted Yes:	Williamson, Ruehle, Darling
Voted No:	Aispuro, McAlister, Groat
Abstained:	
Absent:	

Mayor Rognstad voted yes to break the tie.

Result of vote on main motion, as amended.

Result:	Passed
Moved by:	Williamson
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

As a result of these motions and affirmative vote, City Council approved a Resolution consenting to the extension of the Mayor's Emergency Declaration beyond the initial seven (7) days allowed under State law and continuing until such time as Council desires to consider lifting said extension. As a condition of the extension, City Council voted to require that City Council and all City commission and committee meetings be held electronically. (This requirement will take effect on March 25, 2020, at 4:30 p.m., which is the date and time when the Declaration extension begins.)

5. PUBLIC FORUM

6. CONSENT CALENDAR

Item Number:	6A
Topic:	Minutes from March 4, 2020, Regular Meeting

Item Number:	6B
Topic:	Bills

Item Number:	6C
Topic:	Treasurer's Report on Cash and Investment Transactions 01/31/2019

Motion to approve the Consent Calendar.

Result:	Passed
Moved by:	Williamson
Seconded by:	Aispuro
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

7. OLD BUSINESS

Item Number:	7A	RESOLUTION 20-018
Topic:	War Memorial Field Improvements Phase 1 Construction Contract Award	
Contact:	City Engineer Dan Tadic, P.E.	
Description:	New field configuration with artificial turf surfacing and other related civil and electrical improvements. Construction will be funded through the 1% Local Option Tax.	

Motion to approve the Resolution.

Result:	Passed
Moved by:	Darling
Seconded by:	Ruehle
Voted Yes:	Williamson, Darling, Aispuro, Groat
Voted No:	Ruehle, McAlister
Abstained:	
Absent:	

Item Number:	7B	PRESENTATION
Topic:	Multimodal Master Plan Update	
Contact:	Infrastructure and Development Services Manager Amanda Wilson	

Information only. No Council action.

8. NEW BUSINESS

Item Number:	8A	RESOLUTION 20-019
Topic:	Procurement Process and Signature Authority Policy	
Contact:	Contract/Procurement Officer Cheryl Hughes	
Description:	The new Procurement Process and Signature Authority Policy would replace the current "Guidelines" Policy and will closely follow Idaho Code §§ 67-2803, 67-2805, and 67-2806.	

Motion to approve the Resolution.

Result:	Passed
Moved by:	McAlister

Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

Item Number:	8B GRANT APPLICATIONS
Topic:	Grant Applications
Contact:	Grants and Performance Management Administrator Linda Heiss
Description:	City staff seeks Council approval to apply for and pursue grant funding for a number of programs and projects.
Grants:	<ul style="list-style-type: none"> i) Assistance to Firefighters ii) Firehouse Subs iii) Fish and Wildlife Service NWRS iv) Idaho Commission on the Arts – Master Plan v) Idaho Commission on the Arts – utility box wraps vi) Rural Business Development vii) U.S. Soccer - lighting

Motion to approve the grant applications, as listed.

Result:	Passed
Moved by:	Williamson
Seconded by:	Ruehle
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

9. ADJOURN

Mayor Rognstad adjourned the meeting at 7:53 p.m.

I presided over this meeting and can confirm that these minutes were approved by City Council during their regular meeting held April 1, 2020.

Shelby Rognstad, Mayor

Attest: _____
Melissa Ward, City Clerk