



---

**DRAFT**

**CITY COUNCIL**

**MINUTES**

---

**1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. Mayor Shelby Rognstad presiding in Council chambers at Sandpoint City Hall, 1123 West Lake Street, Sandpoint, Idaho.

**2. ROLL CALL**

Present: Councilors Shannon Williamson\*, Deb Ruehle\*, Joel Aispuro, Kate McAlister, Andy Groat

Absent: Councilman Darling

*\*participated remotely*

**3. PLEDGE OF ALLEGIANCE**

**4. ANNOUNCEMENTS**

Mayor Rognstad proclaimed September 17-23, 2020, as Constitution Week in Sandpoint.

**5. PUBLIC FORUM**

No one spoke during public forum.

**6. CONSENT CALENDAR**

Item Number:	6A APPROVAL OF MEETING MINUTES
Date:	September 2, 2020, Regular Meeting

Item Number:	6B APPROVAL FOR PAYMENT OF BILLS
Bills Total:	\$1,057,599.25 total (\$423,831.28 for regular payables and \$633,767.97 for payroll)

Item Number:	6C <b>RESOLUTION 20-040</b>
Topic:	City of Sandpoint Procurement Policy Update

Motion to approve the Consent Calendar.

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

**7. OLD BUSINESS**

Item Number:	7A PUBLIC HEARING AND DECISION
Topic:	Real Property Swap at First Avenue and Bridge Street

Mayor Rognstad reported that, on August 26, 2020, upon approval of Resolution 20-037, Declaration of Value of Property, City Council declared their intent to exchange City-owned real property at First Avenue and Bridge Street for additional right of way on Bridge Street, as well as other consideration, and scheduled a public hearing to take public testimony on this matter. The Notice of Public Hearing was published in the Bonner County Daily Bee on September 1, 2020.

City Administrator Jennifer Stapleton provided a presentation. She and other members of City staff fielded questions from the Council, and Cliff Davis of Bridge Street, LLC, also provided information.

Mayor Rognstad reported that written comments received regarding this matter were forwarded to City Council, and he announced the order and procedure of the public hearing.

Mayor Rognstad opened the public hearing.

The following testified in favor: City resident Jessica Janssen and Ben Higgs, who is not a resident of the City.

The following members of the public testified that they were neutral to the proposal: City resident Jason Welker, as well as Rebecca Holland, who is not a resident of the City.

No one testified in opposition to the proposal.

With all who wished to speak having testified, Mayor Rognstad closed the public hearing, and Council deliberated, with City staff fielding a question from Mayor Rognstad regarding possible solutions to potential multimodal issues that had been raised.

Motion, after duly considering the public testimony, along with the information that has been provided by City staff, and with all of the necessary steps having been taken under Chapter 14 of Title 50, Idaho Code, that it is in the City’s best interest that the parcel of land .31 acre in size owned by the City, described as 22-57N-2W Kelch’s Additional All Walkway (Parcel RPS021500001AA), be offered for exchange and that the City Council do all things necessary to exchange this property for real property and other consideration of equal value, pursuant to the terms that have been negotiated and which shall be a matter of public record.

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

Item Number:	7B <b>RESOLUTION 20-041</b>
Topic:	Parks and Recreation Master Plan Adoption

Mayor Rognstad reported that, following the presentation during Council’s regular meeting on September 2, 2020, the final Parks and Recreation Master Plan is now presented to City Council for adoption.

Several members of the public spoke regarding the proposed Plan.

Motion to approve the Resolution for adoption of the Parks and Recreation Master Plan.

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

Item Number:	7C <b>RESOLUTION 20-042</b>
Topic:	Extension of Agreement Between the City of Sandpoint and Local 2319, IAFF

Item Number:	7D <b>RESOLUTION 20-043</b>
Topic:	Extension of Interim Fire Chief Appointment

Mayor Rognstad reported a request from the Firefighters Union to extend the current Collective Bargaining Agreement through December 31, 2020, as well as a proposal to extend the appointment of Dale Hopkins as Interim Fire Chief, also through December 31. City Administrator Jennifer Stapleton provided a presentation regarding both of these matters and fielded questions from Council members.

Motion to approve the Resolution for Extension of Agreement Between the City of Sandpoint and Local 2319, IAFF.

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

Motion to approve the Resolution for Extension of Interim Fire Chief Appointment.

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

Item Number:	7E AUTHORIZE PROJECT AND BID ADVERTISEMENT
Topic:	War Memorial Field – Phase II, Preliminary Design and Authorization to Bid

Mayor Rognstad reported that City staff was seeking approval of the preliminary design for Phase 2 of War Memorial Field improvements and authorization to finalize the construction documents and advertise the project for bids. A construction contract will be proposed for award by Council the following month.

City Engineer Dan Tadic provided a presentation and fielded questions from Council members.

Motion to approve the preliminary design for Phase 2 of War Memorial Field Improvements and authorize staff to finalize the construction documents and advertise the project for bids.

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

## 8. NEW BUSINESS

Item Number:	8A RESOLUTION 20-044
Topic:	Award of Agreement No. A20-3257-4, Cured-in-Place Pipe (CIPP) Project 2020, to Planned and Engineered Construction, Inc.

Mayor Rognstad reported that this project will rehabilitate approximately 5,000 linear feet of sanitary sewer pipe utilizing CIPP. Bids were opened on September 3, 2020. This is a budgeted project, with staff recommendation to accept Bid Schedule B – Bid Alternative for \$238,850.

Motion to approve the Resolution awarding Agreement No. A20-3257-4, Cured-in-Place Pipe (CIPP) Project 2020, to Planned and Engineered Construction, Inc.

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

Item Number:	8B RESOLUTION 20-045
Topic:	Award of Agreement No. A20-1920-3, Information Technology Contract Support Services, to Exbabylon, LLC

Mayor Rognstad reported that, pursuant to the requirements of Idaho Code § 67-2806 and the City of Sandpoint Procurement Policy, the City advertised and requested proposals for Information Technology Support Services, with a closing date of August 27, 2020. This is a budgeted expenditure, encompassing a three-year agreement with an option to renew for two one-year periods and a not-to exceed price of \$439,900 for the initial three-year term.

Motion to approve the Resolution to award Agreement No. A20-1920-3, Information Technology Contract Support Services, to Exbabylon, LLC.

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

**5. ADJOURN**

Mayor Rognstad adjourned the meeting at 7:32 p.m.

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

\_\_\_\_\_  
Shelby Rognstad, Mayor

Attest: \_\_\_\_\_  
Melissa Ward, City Clerk