

MINUTES OF A REGULAR MEETING OF THE CITY
COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO,
HELD AT THE LIBRARY COMMUNITY ROOM

August 15, 2017

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room, August 15, 2017 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

Dan Gookin) Members of Council Present
Kiki Miller)
Dan English)
Amy Evans)
Loren Ron Edinger)
Woody McEvers)

CALL TO ORDER: Mayor Widmyer called the meeting to order.

INVOCATION: Pastor Dan Christ with Coeur d'Alene Assembly of God provided the invocation.

PLEDGE OF ALLEGIANCE: Councilmember McEvers led the pledge of allegiance.

PROCLAMATION DECLARING AUGUST 15, 2017 AS "CITY HALL SELFIE DAY"- Mayor Widmyer proclaimed August 15, 2017 as "City Hall Selfie Day" and encouraged citizens to become more engaged in governmental activities. Deputy City Administrator Sam Taylor accepted the proclamation and had the audience pose for a group selfie in front of the stage.

PROCLAMATION DECLARING COEUR D'GREEN AS THE OFFICIAL SOIL AMENDMENT FOR THE CITY OF COEUR D'ALENE - Mayor Widmyer proclaimed Coeur d'Green as the official soil amendment for the City of Coeur d'Alene. Wastewater Superintendent Mike Anderson accepted the proclamation and noted that the Coeur d'Green product is a valuable product that utilizes the phosphorous removed from waste for a great fertilizer/soil amending compost. Councilmember Gookin asked if this product could be used in vegetable gardens, etc. Mr. Anderson confirmed that the product has been well tested and that there are zero restrictions on the product. Citizens can find more information regarding the product on the city web-site, www.cdavid.org/files/Wastewater/2016_Compost_Brochure.pdf.

CONSENT CALENDAR: **Motion** by McEvers, second by Miller to approve the consent calendar.

1. Approval of Council Minutes for the August 1, 2017 Council Meeting.
2. Approval of Bills as submitted and reviewed for accuracy by Finance Department
3. Approval of the Financial Report

4. Setting of Public Works and General Services Committee meetings for August 21, 2017 at 12:00 noon and 4:00 p.m. respectively
5. Setting of Public Hearing on September 19, 2017 for A-2-17: Proposed Annexation from County Industrial to City C-17, 3074 W. Seltice Way (Atlas Mill Site); Applicant: City of Coeur d'Alene
6. **Resolution No. 17-054** -A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, DECLARING CERTAIN FIRE DEPARTMENT EQUIPMENT TO BE SURPLUS AND AUTHORIZING THE SURPLUS EQUIPMENT TO BE SOLD AT AUCTION, AND DECLARING FOUR POLICE DEPARTMENT VEHICLES TO BE SURPLUS AND AUTHORIZING THE VEHICLES TO BE SOLD AT AUCTION.

ROLL CALL: Evans Aye; Miller Aye; McEvers Aye; Gookin Aye English Aye; Edinger Aye.
Motion Carried.

COUNCIL COMMENTS

Councilmember English noted that he recently drove through the Seltice Way project and felt it is looking great.

Mayor Widmyer expressed congratulations to Assistant City Attorney Eileen Paul for being selected by the Idaho State Bar to participate in the Idaho Academy of Leadership for Lawyers. This leadership-training program for exceptional lawyers' works to teach leadership skills and philosophies, fosters professional relationships within the Idaho legal community, and promotes professional obligations and community service. It also raises awareness among lawyers of the broad range of issues and challenges facing leaders today. At the end of the one-year program, graduates are asked to develop, implement, and evaluate a service project the following year to benefit their local legal community and/or their community as a whole.

RESOLUTION NO. 17-055

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE APPROVAL OF AN AUDIT ENGAGEMENT LETTER WITH ANDERSON BROS. CPA'S, P.A., FOR THE ANNUAL CITY AUDIT.

STAFF REPORT: Finance Director Troy Tymesen explained that an audit is required and requested the confirmation of the auditors for next fiscal year's budget, which is for the year just ending. The auditor will make a presentation in December. He compared costs between the two local audit firms and Anderson Brothers offered the most competitive price, and has 44 years of experience. Additionally, Anderson Brothers has completed the City audit for the past several years and only requested a 2% increase over last year's fee. He recommended approval of the agreement.

MOTION: Motion by English, seconded by Edinger to approve **Resolution No. 17-055**, approval of the Audit Engagement Agreement with Anderson Bros., CPA's, P.A. accounting firm to conduct the 2016-2017 Fiscal Year audit.

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Edinger Aye; Evans Aye; Miller Aye.
Motion carried.

COUNCIL BILL NO. 17-1030

AN ORDINANCE AMENDING SECTION 2.72.010 OF THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, CHANGING THE ANNUAL SALARIES OF COUNCIL MEMBERS TO \$12,000.00 DOLLARS EFFECTIVE JANUARY 1, 2018, AND CLARIFYING THAT THE MAYOR AND CITY COUNCIL MEMBERS WILL RECEIVE THE SAME HEALTH, VISION, DENTAL, AND LIFE INSURANCE, HRA/VEBA, AND PERSI AS OTHER CITY EMPLOYEES; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

DISCUSSION: Councilmember English noted that wage discussion can be awkward to discuss, but it is his experience that when there is a long period without any increase, it appears to be a large jump in one year. He would recommend catching the Council wages up to the Idaho average, from \$750.00 to \$1,000.00 a month but not include any increases for future years at this time. He noted that there is value in elected positions and this increase would demonstrate that value. Future discussion can be held for later for future increases. Councilmember Miller noted that the last increase in wages occurred 10 years ago.

MOTION: Motion by English, second by Edinger to increase Council salary language within the proposed ordinance to reflect \$1,000 a month without the language for future increases.

ROLL CALL: Gookin Aye; English Aye; Edinger Aye; Evans Aye; Miller Aye; McEvers Aye.
Motion carried.

DISCUSSION: Councilmember McEvers agreed that it is awkward to discuss their wages; however, he appreciates Councilmember English's perspective and will agree to the increase.

MOTION: Motion by Gookin, seconded by Evans, to dispense with the rule and read **Council Bill No. 17-1030** once by title only.

ROLL CALL: Gookin Aye; English Aye; Edinger Aye; Evans Aye; Miller Aye; McEvers Aye.
Motion carried.

MOTION: Motion by Gookin, seconded by McEvers, to adopt **Council Bill 17-1030**.

ROLL CALL: Gookin Aye; English Aye; Edinger Aye; Evans Aye; Miller Aye; McEvers Aye.
Motion carried.

RESOLUTION NO. 17-056

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ESTABLISHING A NOTICE OF TIME AND PLACE FOR A PUBLIC HEARING ON THE PROPOSED AMENDED BUDGET FOR FISCAL YEAR 2016-2017, AND INCLUDING PROPOSED EXPENDITURES BY FUND AND/OR DEPARTMENT, AND STATEMENT OF THE AMENDED ESTIMATED REVENUE FROM PROPERTY TAXES AND THE AMENDED TOTAL AMOUNT FROM SOURCES OTHER THAN PROPERTY TAXES OF THE CITY FOR THE ENSUING FISCAL YEAR, AND PROVIDING FOR PUBLICATION OF THE SAME.

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the following be and the same is hereby adopted as an Amended Estimate of Expenditures and Anticipated Revenue of the City of Coeur d'Alene for the fiscal year beginning October 1, 2016:

GENERAL FUND EXPENDITURES:

Mayor and Council	\$242,705	
Administration	379,120	
Finance Department	1,165,287	\$1,175,287
Municipal Services	1,660,299	1,675,424
Human Resources	326,657	
Legal Department	1,207,341	
Planning Department	584,648	
Building Maintenance	521,186	
Police Department	13,060,469	13,511,985
Drug Task Force	30,710	
Byrne Grants		90,443
COPS Grant	190,189	
Fire Department	9,677,937	12,583,532
General Government	94,725	1,694,725
Engineering Services	1,292,561	1,395,407
Streets/Garage	3,024,113	3,139,013
Parks Department	2,003,987	
Recreation Department	713,239	
Building Inspection	907,093	
TOTAL GENERAL FUND EXPENDITURES:	\$37,082,266	\$42,372,691

SPECIAL REVENUE FUND EXPENDITURES:

Library Fund	\$1,568,148	
Community Development Block Grant	606,873	
Impact Fee Fund	760,039	\$960,639
Parks Capital Improvements	146,500	264,500
Annexation Fees Fund	193,000	
Cemetery Fund	316,735	319,960
Cemetery Perpetual Care Fund	157,500	
Jewett House	25,855	
Reforestation/Street Trees/Community Canopy	103,500	
Public Art Funds	231,300	
TOTAL SPECIAL FUNDS:	<u>\$4,109,450</u>	<u>\$4,431,275</u>

ENTERPRISE FUND EXPENDITURES:

Street Lighting Fund	\$622,000	
Water Fund	9,553,006	
Wastewater Fund	24,489,066	
Water Cap Fee Fund	1,950,000	
WWTP Cap Fees Fund	2,500,000	
Sanitation Fund	3,359,286	
City Parking Fund	374,546	\$379,346
Drainage Fund	1,147,510	
TOTAL ENTERPRISE EXPENDITURES:	<u>\$43,995,414</u>	<u>\$44,000,214</u>

FIDUCIARY FUNDS:	\$2,888,400	
STREET CAPITAL PROJECTS FUNDS:	6,204,039	
DEBT SERVICE FUNDS:	937,407	
GRAND TOTAL OF ALL EXPENDITURES:	<u>\$95,216,976</u>	<u>\$100,834,026</u>

BE IT FURTHER RESOLVED that a Public Hearing on the Amended Budget be held on the 19th day of September, 2017, at the hour of 6:00 o'clock p.m. on said day, at which time any interested person may appear and show cause, if any he has, why the proposed Amended Budget should or should not be adopted.

STAFF REPORT: Finance Director Troy Tymesen noted the following highlights to the budget amendments starting with several amendments within the Street Department due to a harsher winter than planned. Additionally, there were several G.O. Bond purchases completed to include fire trucks, mobile apparatus, a completion of building, as well as amendments for grants received. He noted additional revenue of \$1,382,207, and General Fund cash and G.O. Bond funding of \$1,714,513. He also noted the City Hall remodel costs coming from the Fund Balance. He clarified that the natural gas line item was recently renegotiated to include quarterly payments from the franchise agreement. Mr. Tymesen noted that under the title "Miscellaneous Income," the city now has a purchase card rebate, which will net \$30,000 of income. Additionally, there is a donation from a softball association that has retired dedicated for lighting at Sunset Field. He reflected that it has been a busy and good year.

DISCUSSION: Councilmember English asked if the police training funds are for the POST Academy only. Mr. Tymesen clarified that it is not for the academy, but for other outside training. Councilmember English asked for clarity of funding grants and grant matches. Mr. Tymesen noted that the City does not fund for grants or grant matches as at the time of budgeting it is unknown what will be awarded or sought.

MOTION: Motion by McEvers, seconded by Edinger to approve **Resolution No. 17-056**, approval Amendment to Fiscal Year 2016-2017 Budget and setting of a public hearing for September 19, 2017.

ROLL CALL: English Aye; Edinger Aye; Evans Aye; Miller Aye; McEvers Aye; Gookin Aye.
Motion carried.

RESOLUTION NO. 17-057

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A JOINT POWERS SUBSCRIBER AGREEMENT WITH ICRMP TO FULLY INSURE THE CITY OF COEUR D'ALENE FOR LIABILITY AND PROPERTY DAMAGE, AND REJECTING THE ADDITIONAL TERRORISM COVERAGE UNDER THE TERRORISM RISK INSURANCE ACT (TRIA).

STAFF REPORT: Mr. Tymesen noted that the City has had a good relationship with ICRMP for insurance coverage. The city has a large number of personnel and assets and the premium for such coverage is a good value. ICRMP has provided coverage beyond what we have paid in the past. The policy has limit of \$2,000,000 per occurrence. He noted that there is a terrorism piece to the policy, which includes \$50,000,000 in benefits to all the cities and counties within the state. The additional cost for terrorism coverage is a \$181,184 increase above the \$381,000 premium. He noted that no other city or county within the state that has taken the additional terrorism insurance to date.

DISCUSSION: Councilmember McEvers noted that the City used to be self-insured and wondered when and why it moved to an outside insurance company. Mr. Tymesen explained that the movement occurred after a human resource lawsuit that depleted the self-insurance fund. Councilmember Gookin noted that he feels that ICRMP is less expensive than the city saving for a self-insurance fund and paying out claims. Mr. Tymesen confirmed that the insurance is a good value, and noted that the premium used to be double the amount for a city our size.

MOTION: Motion by McEvers, seconded by Edinger to approve **Resolution No. 17-057**, approval of a joint powers subscriber agreement with ICRMP to fully insure the City of Coeur d'Alene for liability and property damage and rejecting the additional terrorism coverage.

ROLL CALL: Edinger Aye; Evans Aye; Miller Aye; McEvers Aye; Gookin Aye; English Aye.
Motion carried.

RESOLUTION NO. 17-058

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ACCEPTING THE BID OF COLEMAN OIL COMPANY, LLC FOR FUEL SERVICES.

STAFF REPORT: Streets and Engineering Superintendent Tim Martin noted that the city's fuel services contract with Coleman Oil Company (previously Clark Oil) will expire on August 31, 2017. He explained that in order to reward performance, this contract has a one-year base and annual options to renew for up to three (3) additional one-year periods. This bid solicitation will ensure price competition of vendor mark-up prices over prevailing wholesale prices. The bid instructions and specifications require the bidder to provide in their bid a "mark up" factor to be added to the prevailing wholesale prices based on the Oil Price Information Service (OPIS), also referred to as the "OPIS Rack Average" for Spokane. Structuring this contract with a base year and three additional one-year extensions was designed to save the administrative costs associated with bidding this package on a yearly basis. Mr. Martin noted that Coleman Oil was the only bidder, has stations throughout the city, and staff has been happy with the services provided.

MOTION: Motion by Gookin, seconded by McEvers to approve **Resolution No. 17-058**, award of bid and approval agreement with Coleman Oil Company, LLC for fuel services.

ROLL CALL: Evans Aye; Miller Aye; McEvers Aye; Gookin Aye; English Aye; Edinger Aye.
Motion carried.

City Administrator Jim Hammond mentioned that when he accepted the position as City Administrator he agreed to serve out the remaining three years of the Mayor's term. Therefore, he intends to retire at the end of the year. He noted that he has been privileged to work with the City. Mayor Widmyer noted that he encouraged Mr. Hammond to apply for the position and knew that he was the right person at the right time, and it has been a pleasure to work with him. Mayor Widmyer thanked Mr. Hammond for his service.

ADJOURNMENT: **Motion** by McEvers, seconded by Miller that there being no other business this meeting be adjourned. **Motion carried.**

The meeting adjourned at 6:47 p.m.

ATTEST:

Steve Widmyer, Mayor

Renata McLeod, CMC, City Clerk