



## CITY COUNCIL MEETING MINUTES

November 05, 2025 at 5:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, November 5, 2025, in council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

As required by the City's adopted Code of Ethics and Civility, as the presiding officer, Mayor Grimm identified law enforcement personnel serving as sergeant-at-arms for the meeting: Police Chief Corey Coon.

### PRESENT

Mayor Jeremy Grimm  
Councilor Deb Ruehle  
Councilor Joel Aispuro  
Councilor Justin Dick  
Councilor Kyle Schreiber  
Councilor Pam Duquette  
Councilor Rick Howarth

### Pledge of Allegiance

1. Day of the Girl - Pledge of Allegiance led by Girl Scouts

Local Girl Scouts led all present in the Pledge of Allegiance, followed by a brief statement from Brian Newberry, Chief Executive Officer of the Girl Scouts of Eastern Washington and Northern Idaho.

### Announcements and Reports

At Mayor Grimm's request, Council was agreeable to rearranging the agenda to take up Item 12, Averill Hospitality Request for Lease of Public Facilities at City Beach Park, first, following the Consent Calendar.

2. Presentation: Fire Mitigation Options in Little Sand Creek Watershed

Elynn Reiersen, Consulting Forester with Inland Forest Management, along with City Project Manager Erik Bush, provided a presentation on fire mitigation options and answered Council's questions. Information only; no Council action.

Following the presentation, Councilors provided reports from the meetings of the citizen advisory boards on which they serve, and department directors provided updates on the activities and projects in their respective departments.

### Public Comments

Mayor Grimm provided instructions for members of the public who wished to speak during the Public Comments portion of the meeting.

## Consent Calendar

Mayor Grimm recited for the record the amount bills for payment approval, and Councilor Howarth removed Item 6, Proposed Resolution for Approving Change Order Number 7 to SCADA Upgrades Project Contract with B & E Electric, Inc. (City Agreement #A24-3400-1), which was moved to the end of New Business. The Consent Calendar was then unanimously approved as amended.

3. The minutes from Council's October 15, 2025, regular meeting were approved as presented.
4. The minutes from Council's October 22, 2025, special meeting were approved as presented.
5. The bills presented were approved for payment in the amount of \$1,475,235.61 (\$725,461.13 for regular payables and \$749,774.48 for payroll).
6. *(removed from Consent - see New Business)*
7. **Resolution 25-044** Approval of Changes to Existing Fees and Fee Schedule – limitation on application of maximum tournament fee

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

## New Business

12. Averill Hospitality Request for Lease of Public Facilities at City Beach Park

Mayor Grimm announced that the next item on the agenda was a request from Averill Hospitality for lease of public facilities at City Beach Park. Following a brief explanation on the rules of decorum during meetings and public comment time, Mayor Grimm reported that he had spoken with Dan Averill within the 48 hours leading up to the meeting and informed the Council that Averill Hospitality had suggested a possible proposal for improvements to the RV park in order to increase revenue for the City. Following the Mayor's explanation and introduction, Community Planning and Development Director Jason Welker fielded Council questions, with City legal counsel Zachary Jones also providing clarification.

Representatives from Averill Hospitality, Ben McGrann and Brian Averill, provided a brief presentation on their objectives and fielded questions from the Council members, who made a number of remarks regarding this issue.

Mayor Grimm then opened the floor for comments from the public, with Sandpoint residents and non-residents alike providing comments.

Following public comment, Councilor Duquette made a motion that the City decline to pursue lease or sale negotiations, confirming the City's intent to retain both facilities as publicly managed and publicly accessible park assets, seconded by Councilor Ruehle.

Prior to a vote, Councilor Dick made a motion to amend Councilor Duquette's motion to include instructions to City staff to initiate a community workshop at a future date for the purpose of considering other potential use of this space, with the possibility of a written proposal from Averill following the workshop, seconded by Councilor Howarth. The motion to amend passed by majority vote of Council, with Councilors Duquette and Ruehle dissenting, as follows:

Motion made by Councilor Dick, Seconded by Councilor Howarth.  
Voting Yea: Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Howarth  
Voting Nay: Councilor Ruehle, Councilor Duquette

Following approval of the amendment, the main motion as amended was approved unanimously as follows:

Motion made by Councilor Duquette, Seconded by Councilor Ruehle.  
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Mayor Grimm called for a brief recess at 8:33 p.m., with the meeting reconvening at 8:40 p.m.

### **Old/Unfinished Business**

10. Proposed Ordinance and Summary: Amendments to Sandpoint City Code 3-2-9 Open Container Law

Following Mr. Welker's introduction of this item, Councilors Duquette, Ruehle, and Howarth requested clarification and edits in order to make clear the number of events each organization may host, as pertains to the portion of the ordinance that provides for the allowance of alcohol during community fundraiser events at City Beach Park, and it was clarified that, for any potential violations of the conditions of an issued permit or other regulations, violations and penalties are addressed under the Special Events section of City Code.

Mayor Grimm then allowed a member of the public to comment on this agenda item.

Following public comment, at the Mayor's request, the clerk read aloud the title of the ordinance as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 3, CHAPTER 2, SECTION 9, OPEN CONTAINER LAW; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

The motion that the ordinance pass its first reading by title only was approved unanimously as follows:

Motion made by Councilor Schreiber, Seconded by Councilor Ruehle.  
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

The proposed ordinance, revised to reflect the clarification requested by Council, will be brought to the Council at their next regular meeting for the second and third readings and potential adoption, along with the proposed summary containing the corresponding revisions.

### **Public Comments *continued***

Following the conclusion of Item 10, Mayor Grimm opened the floor for general public comments.

### **Public Hearing**

8. Public Hearing: Downtown Revitalization Phase 3 - Community Development Block Grant Programs

Mayor Grimm announced that the purpose of the public hearing was to take public testimony prior to a City Council decision on the submission of a grant application that would seek up to \$650,000 from the Idaho Department of Commerce under the Idaho

Community Development Block Grant (ICDBG) program for funds to support the Downtown Revitalization, Phase 3b, project. He noted, for the record, that any written comments received were forwarded to Council if received in time to do so.

City Project Manager Rachel McKinley provided a presentation on the improvements that would be funded through the ICDBG and, along with Mr. Bush, fielded questions from the Councilors.

Mayor Grimm recited rules and procedure and then opened the hearing. No one testified, and the Mayor closed the public hearing.

9. **Resolution 25-045** ICDBG Application Submittal for Downtown Revitalization Project Phase 3b to Improve Streetlighting and Site Amenities

Motion to approve the resolution for ICDBG Application Submittal for the Downtown Revitalization Project Phase 3b to Improve Streetlighting and Site Amenities.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

### **New Business**

11. Proposed Resolution: Agreement with Big Sky ID Corporation for Bridge Street Sidewalk and Retaining Wall Construction Contract (City Agreement A25-3170-2)

Mr. Bush provided a presentation on the proposed project and, along with Mayor Grimm, Mr. Welker, and Public Works Director Holly Ellis, fielded questions from the Council members.

Motion to postpone consideration of the resolution until Downtown Revitalization Phase 3 public outreach and engagement has been completed.

Motion made by Councilor Schreiber, Seconded by Councilor Aispuro.

Voting Yea: Councilor Aispuro, Councilor Schreiber

Voting Nay: Councilor Ruehle, Councilor Dick, Councilor Duquette, Councilor Howarth

Motion failed.

Councilor Dick made a motion to approve the Resolution for the Agreement with Big Sky ID Corporation for Bridge Street Sidewalk and Retaining Wall Construction Contract (City Agreement A25-3170-2), seconded by Councilor Ruehle. Following further discussion and remarks from Mr. Welker regarding development of the adjacent lot, Councilor Dick withdrew his motion and, instead, made a motion to table consideration of the contract for two weeks in order to provide time for Planning staff to hold a pre-application meeting with the owner of the adjacent lot and report back to Council.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

6. **Resolution 25-043** Approving Change Order No. 7 to SCADA Upgrades Project Contract with B&E Electric, Inc. (City Agreement A24-3400-1)

Given the multiple change orders, Councilor Howarth suggested additional, more comprehensive information, for Council on this project. Councilor Howarth then made a motion to approve the resolution for Change Order No. 7 to SCADA Upgrades Project Contract with B&E Electric, Inc. (City Agreement A24-3400-1), approved unanimously.

Motion made by Councilor Howarth, Seconded by Councilor Dick.  
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber,  
Councilor Duquette, Councilor Howarth

**Executive Session**

13. Motion to convene in executive session pursuant to Idaho Code § 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of any legal option for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

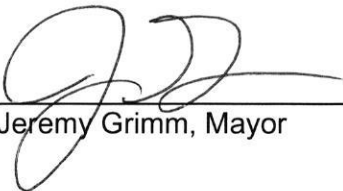
Motion made by Councilor Schreiber, Seconded by Councilor Aispuro.  
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Howarth  
Voting Nay: Councilor Dick

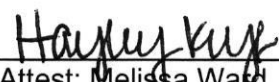
14. The executive session was held pursuant to Idaho Code §§ 74-206(1)(b) and (f), as noted above.

**Reconvene and Adjourn**

Following conclusion of the executive session, the meeting was reconvened and immediately adjourned at 11:38 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Deputy City Clerk, were approved by City Council during their meeting held November 19, 2025.

  
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Jeremy Grimm, Mayor

  
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Attest: Melissa Ward, City Clerk