



## CITY COUNCIL MEETING MINUTES

May 15, 2024 at 5:30 PM

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

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### Call to Order

The meeting was called to order at 5:30 p.m. by Mayor Jeremy Grimm, presiding in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

#### PRESENT

Mayor Jeremy Grimm  
Councilor Deb Ruehle  
Councilor Justin Dick  
Councilor Kyle Schreiber  
Councilor Rick Howarth

#### ABSENT

Councilor Joel Aispuro  
Councilor Pam Duquette

### Pledge of Allegiance

The Mayor led all present in the Pledge of Allegiance.

### Announcements and Reports

1. Mayor's Proclamation for Sandpoint Senior Center 50th Anniversary
2. Mayor's Proclamation for Peace Officers Memorial Day and Police Week

Mayor Grimm read aloud a proclamation celebrating the 50th anniversary of the Sandpoint Senior Center and proclaimed May 14-20, 2024, as National Police Week in Sandpoint, acknowledging May 15 as Peace Officers Memorial Day, honoring law enforcement officers killed in the line of duty.

The Mayor provided a brief update on remediation efforts at the former Joslyn Manufacturing site on Boyer Avenue, discussed the state of the current water level on Lake Pend Oreille, where spill operations remain restricted at Albeni Falls Dam as U.S. Army Corps of Engineers officials continue to treat the base metal flaws and defects identified late last month on a spillway gate, provided an update on recruitment of personnel, and announced that he had promoted Cheryl Hughes to serve as Central Services Director, starting on an interim basis. He also distributed to Council members his proposed organization chart.

At the Mayor's request and invitation, departmental staff representatives each provided a brief report on current and upcoming activities and projects in their respective departments.

### Public Forum

Mayor Grimm proceeded with Public Forum, providing an opportunity for the public to address Council regarding items listed on the Consent Calendar or on any topic not listed on the agenda.

He reminded all in attendance that the City does have a policy on public meeting decorum, with the rules posted in Council chambers at the entrance doors. He summarized by asking that those participating in the meeting please be pleasant and respectful, not make derogatory statements about others, including City staff, and not be boisterous or disruptive. He noted that Council cannot take testimony on any planning-related matter outside of an official public hearing. He also reminded that public comments need to be kept to comments only, with no questions for Council or staff, and welcomed members of the public to contact him during regular business hours with any questions or concerns.

The Mayor provided instructions for Public Forum and other public comment opportunities during the meeting, where each speaker would have up to three minutes to speak and that those speaking should begin by stating their name and whether they reside within Sandpoint city limits.

Information only; no Council action.

### **Consent Calendar**

Item 5, Procurement and Contract Policy Update, was removed from the Consent Calendar by Councilor Ruehle and addressed at the end of New Business. With the exception of item 5, the Consent Calendar was approved as presented.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

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

3. Draft Minutes for Approval from May 1, 2024, Meeting - **action item**

The May 1, 2024, Sandpoint City Council Minutes were approved as presented under the Consent Calendar.

4. Bills for Council Review and Approval - **action item**

The bills presented, \$580,746.03 for regular payables, were approved for payment under the Consent Calendar.

5. Proposed Resolution: PROCUREMENT AND CONTRACT POLICY UPDATE - **action item**

**REMOVED FROM THE CONSENT CALENDAR – SEE LAST ITEM UNDER NEW BUSINESS**

6. Proposed Resolution: PURCHASE OF STREET REPAIR EQUIPMENT FROM CIMLINE, INC. (CITY PURCHASE ORDER NO. 24-1242) - **action item**

**RESOLUTION 24-030 PURCHASE OF STREET REPAIR EQUIPMENT FROM CIMLINE, INC. (CITY PURCHASE ORDER NO. 24-1242)** approved under the Consent Calendar.

7. Proposed Resolution: COOPERATIVE AGREEMENT W/IDAHO TRANSPORTATION DEPARTMENT FOR TRAFFIC SIGNAL, ILLUMINATION, AND RRFBS – FIFTH AVE INTERSECTIONS AT PINE ST AND CHURCH ST - **action item**

**RESOLUTION 24-031 COOPERATIVE AGREEMENT W/IDAHO TRANSPORTATION DEPARTMENT FOR TRAFFIC SIGNAL, ILLUMINATION, AND RRFBS – FIFTH AVE INTERSECTIONS AT PINE ST AND CHURCH ST** approved under the Consent Calendar.

8. Proposed Resolution: TEMPORARY SUSPENSION OF INTEGRATED WEED MANAGEMENT PLAN - *action item*

**RESOLUTION 24-034 TEMPORARY SUSPENSION OF INTEGRATED WEED MANAGEMENT PLAN** approved under the Consent Calendar.

### Old/Unfinished Business

No old business on the agenda.

### New Business

9. Proposed Resolution: BID SOLICITATION FOR PAVEMENT MAINTENANCE - *action item*

**RESOLUTION 24-032 BID SOLICITATION FOR 2024 PAVEMENT MAINTENANCE PROJECT**

Following an introduction by Mayor Grimm, a presentation by Construction Manager Holly Ellis, and Council discussion, this resolution was approved by unanimous vote of the Council members present, permitting staff to move forward with solicitation utilizing the City's standard procurement process.

Motion made by Councilor Schreiber, Seconded by Councilor Dick.

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

10. Proposed Resolution: BID SOLICITATION FOR CHIP SEAL PROJECT - *action item*

**RESOLUTION 24-033 BID SOLICITATION FOR 2024 PILOT CHIP SEAL PROJECT**

Following an introduction by Mayor Grimm and a presentation by Ms. Ellis, who fielded Council questions, this resolution was approved by unanimous vote of the Council members present, permitting staff to move forward with solicitation, utilizing the City's standard procurement process.

Motion made by Councilor Dick, Seconded by Councilor Ruehle.

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

11. Proposed Aquatic-based Summer Youth Programs and Lifeguard Program Update

Recreation Superintendent Katie Bradbury reviewed her staff report on the proposed aquatic-based summer youth programs and an update on the lifeguard program, with information also provided by Mayor Grimm. Information only; no Council action.

12. Proposed Ordinance and Summary: ADA ADVISORY COMMITTEE - *action item*

**ORDINANCE 1418 AMERICANS WITH DISABILITIES ACT (ADA) ADVISORY COMMITTEE**

Mayor Grimm introduced this item, followed by a presentation from Arts and Historic Preservation Officer Heather Upton and Councilor comments. The Mayor then asked the clerk to read the title of the ordinance aloud, as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 9, AMERICANS WITH DISABILITIES ACT (ADA) ADVISORY COMMITTEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Council passed the first reading of the Ordinance by title only and approved the summary.

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

Council then voted to suspend the rules that require three separate readings, once in the Ordinance's entirety, and passed the second and third readings of the Ordinance under suspension of the rules.

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

The Mayor announced that the Ordinance was considered read, passed and adopted under suspension of the rules and would become effective following publication of the summary in the newspaper.

13. Proposed Ordinance and Summary: PARKS AND RECREATION COMMISSION - ***action item***

**ORDINANCE 1419 PARKS AND RECREATION COMMISSION**

The Mayor then asked the clerk to read the title of the ordinance aloud, as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 2, CHAPTER 4, PARKS AND RECREATION COMMISSION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Council passed the first reading of the Ordinance by title only and approved the summary.

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

Council then voted to suspend the rules that require three separate readings, once in the Ordinance's entirety, and passed the second and third readings of the Ordinance under suspension of the rules.

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

The Mayor announced that the Ordinance was considered read, passed and adopted under suspension of the rules and would become effective following publication of the summary in the newspaper.

5. Proposed Resolution for PROCUREMENT AND CONTRACT POLICY UPDATE  
**- action item**

REMOVED FROM THE CONSENT CALENDAR – MOVED TO END OF NEW BUSINESS

**RESOLUTION 24-034 PROCUREMENT AND CONTRACT POLICY UPDATE**

Following questions from Councilor Ruehle, fielded by Ms. Hughes and City Attorney Fonda Jovick, the proposed resolution with accompanying updated policy was approved by a unanimous vote of the Council members present.

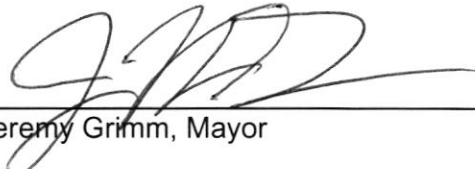
Motion made by Councilor Ruehle, Seconded by Councilor Schreiber.


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

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 7:15 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by the Sandpoint City Council on June 5, 2024.

  
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Jeremy Grimm, Mayor

Attest:   
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Melissa Ward, City Clerk