CITY COUNCIL MEETING MINUTES

August 19, 2026 at 5:30 PM

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

Call to Order

Mayor Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, August 19, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT
Mayor Jeremy Grimm
Councilor Deb Ruehle
Councilor Joel Aispuro *arrived at 5:46 p.m.*
Councilor Kyle Schreiber
Councilor Pam Duquette
Councilor Joe Tate
Councilor Joshua Torrez

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.

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

1. Mayor's Proclamation: Monarch Butterflies

   Mayor Grimm read aloud his proclamation recognizing the importance of the Monarch Butterfly.

Mayor Grimm called for a brief recess at 5:35 p.m. and reconvened the meeting at 5:36 p.m.

2. Report: Cash and Investment Transactions Financial Report – July 2026 (for information only)

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

Mayor Grimm recited the rules and procedure for public comment during the meeting and offered an opportunity for members of the public to speak on topics included on the agenda or other general matters relevant to the business of the City of Sandpoint. Information only; no Council action.

Consent Calendar

Mayor Grimm noted for the record the amount of bills for payment approval, and the Consent Calendar was approved by a unanimous vote of Council.

Motion made by Councilor Aispuro, Seconded by Councilor Duquette.
Voting Yea: Councilor Torrez, Councilor Duquette, Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Tate

3. The Minutes from Council's August 5, 2026, regular meeting were approved as presented.
4. The bills presented were approved for payment in the amount of $401,571.70.
5. The Mayor’s appointment of Bill Aitken to the Arts, Culture and Historic Preservation for a term of three years August 19, 2026, through July 31, 2029, which was confirmed.
6. The Mayor’s appointment of Carrie Logan to the Arts, Culture and Historic Preservation for a term of three years August 19, 2026, through July 31, 2029, which was confirmed.
7. The Mayor’s appointment of Molly O’Reilly to the Pedestrian and Bicycle Advisory Committee for a term of three years August 19, 2026, through July 31, 2029, which was confirmed.

Public Hearing

Mayor Grimm reported, for the record that the written comments received regarding the public hearing on the agenda were forwarded and provided to Council if received in time to do so.

8. Fiscal Year 2027 Budget and Intent to Use Forgone Levying Authority

   The Mayor announced that the Fiscal Year 2027 Budget and Intent to Use Foregone Levying Authority was the public hearing topic, offering Council members an opportunity to ask questions of staff.

   With no questions from Council, Mayor Grimm recited public testimony instructions and then opened the public hearing. There was one public comment, and the Mayor then closed the public hearing.

9. Deliberation/Decision: Annual Appropriation Ordinance FY2027

   Councilor Schreiber expressed concern regarding certain aspects of the budget. He made a motion but after discussion he withdrew his motion.

   The Council discussed the Great Northern Project grant. Staff clarified that the grant does not require a 20% match, but the City included a 20% match in its application.

   Staff explained that the Great Northern Project funds were budgeted in FY 2026 but not spent. The funds have been carried forward to FY 2027 and are being moved to the correct budget line items. The adjustment does not change the Urban Renewal Agency’s overall funding commitment.

   Councilor Schreiber asked whether the matching funds would remain available if the grant was awarded. Staff confirmed that the funds have been carried forward and set aside for the Great Northern Project.

   Councilor Aispuro made a motion to adopt the adjusted line items for the Urban Renewal Agency (SURA) budget in the City of Sandpoint Fiscal Year 2027 budget as reflected. Councilor Ruehle seconded the motion.

   Motion made by Councilor Aispuro, Seconded by Councilor Ruehle
   Voting Yea: Councilor Aispuro, Councilor Tate, Councilor Duquette, Councilor Schreiber, Councilor Ruehle, Councilor Torrez

   The City Clerk read the title of the Ordinance as follows:

   AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TERMED THE ANNUAL APPROPRIATION ORDINANCE, PURSUANT TO IDAHO CODE § 50-1003, APPROPRIATING $92,359,091 TO DEFRAY THE NECESSARY

EXPENSES AND LIABILITIES OF THE CITY OF SANDPOINT, IDAHO, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSE FOR WHICH SAID APPROPRIATION IS MADE; PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

The Mayor called for a motion that the Ordinance pass its first reading by title only.

Motion made by Councilor Aispuro, Seconded by Councilor Tate.

There was a brief discussion prior to the vote, with Mayor Grimm fielding Council member questions.

Voting Yea: Councilor Duquette, Councilor Tate, Councilor Schreiber, Councilor Ruehle, Councilor Aispuro, Councilor Torrez

The Mayor announced that the Ordinance had passed its first reading by title only.

Motion that the rules requiring three separate readings, once in the Ordinance's entirety, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette
Voting Yea: Councilor Aispuro, Councilor Schreiber, Councilor Tate, Councilor Torrez, Councilor Duquette, Councilor Ruehle

Mayor Grimm thanked Finance Director Sarah Lynds, the other department directors, staff and City Council, with congratulations on adoption of the City's Fiscal Year 2027 Budget.

10. **Resolution 26-050** Certifying the Amount of Forgone Increase to be Included in the Fiscal Year 2027 Budget

With the budget adopted, there was a motion to approve the Resolution certifying the amount of forgone increase to be included in the Budget.

Motion made by Councilor Aispuro, Seconded by Councilor Tate.
Voting Yea: Councilor Tate, Councilor Aispuro, Councilor Torrez, Councilor Schreiber, Councilor Ruehle, Councilor Duquette

Motion passed, and the Resolution was approved.

Old/Unfinished Business

11. Deliberation/Decision: Skyway Estates PS26-0001

Council continued deliberations regarding the Skyview Estates Subdivision Preliminary Plat, File No. PS26-0001.

Deputy Planning and Community Development Director Bill Dean presented a revised roadway and frontage layout addressing Council's prior concerns regarding the roadway width, sidewalk, and landscaping improvements adjacent to the property to the north.

Following discussion, Councilmember Schreiber moved to approve the Skyview Estates Subdivision Preliminary Plat, File No. PS26-0001, and to confirm and adopt the Findings and Reasons Statement approved by the Planning and Zoning Commission on July 8, 2026, with the additional condition that the revised roadway and frontage layout presented by staff at the August 25, 2026, City Council meeting be incorporated as an additional commitment/condition of approval. Councilmember Tate seconded the motion.

Motion made by Councilor Schreiber, Seconded by Councilor Tate.
Voting Yea: Councilor Schreiber, Councilor Ruehle, Councilor Duquette, Councilor Tate, Councilor Torrez, Councilor Aispuro

12. **Resolution 26-051** Local Option Tax (LOT) Ballot Language

Council considered the proposed resolution regarding the Local Option Tax and reviewed the proposed ballot language and allocation of revenues. Staff presented a proposed allocation of 90% for maintaining, repairing, reconstructing, and improving City streets, including related drainage and safety improvements, and 10% for sidewalks, pedestrian crossings, bicycle facilities, pathways, trails, and related transportation improvements.

Councilor Ruehle moved to amend the proposed allocation of Local Option Tax revenues to 75% for maintaining, repairing, reconstructing, and improving City streets, including related drainage and safety improvements, and 25% for maintaining, repairing, improving, and constructing sidewalks, pedestrian crossings, bicycle facilities, pathways, trails, and improvements connecting to the City's transportation network. Councilor Tate seconded the motion.

Motion made by Councilor Ruehle, Seconded by Councilor Tate.
Voting Yea: Councilor Ruehle, Councilor Torrez, Councilor Aispuro, Councilor Duquette, Councilor Tate, Councilor Schreiber

Motion passed unanimously.

Council then considered the proposed resolution as amended. Discussion included clarification that educational and outreach materials would identify the intended use of Local Option Tax revenues and provide transparency regarding projects funded through the tax.

Councilor Ruehle moved to adopt the proposed resolution regarding the Local Option Tax, as amended. Councilor Schreiber seconded the motion.

Motion made by Councilor Ruehle, Seconded by Councilor Schreiber.
Voting Yea: Councilor Duquette, Councilor Tate, Councilor Aispuro, Councilor Schreiber, Councilor Torrez, Councilor Ruehle

Motion passed unanimously. The resolution was adopted as amended.

13. **Resolution 26-052** Second Amendment Professional Services Agreement with Keller Associates, Inc for the Wastewater Treatment Plant Replacement Preliminary Engineering Report (No. A24-3257-1)

Public Works Director Holly Ellis and Keller Associates Engineer/Coeur d'Alene Office Manager Kyle Meschko gave a presentation and an update on the progress of the Wastewater Treatment Plant Replacement Preliminary Engineering Report. They fielded questions from Council members.

Councilor Ruehle moved to approve the Second Amendment to the Professional Services Agreement with Keller & Associates for the Wastewater Treatment Plant Replacement Preliminary Engineering Report (PER). The motion was seconded by Councilmember Aispuro.

Discussion followed regarding the proposed amendment, including the update to the PER to address wet-weather treatment, solids handling, and evaluation of membrane bioreactor technology versus conventional activated sludge. Council discussed the potential for significant project cost savings, the status of coordination with the Idaho Department of Environmental Quality (DEQ), and the associated risk of proceeding prior to final approval of the revised discharge permit.

Staff clarified that the existing Keller Associates agreement remained active and that the proposed amendment constituted an additional phase of professional engineering services. Central Services Director Cheryl Hughes explained that Idaho law and City procurement policy allow engineering services to be performed in phases and the existing agreement to be amended for additional phases of work.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.
Voting Yea: Councilor Torrez, Councilor Duquette, Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Tate

New Business

14. **Resolution 26-053** Bonner County 2026 Emergency Management All-Hazard Mitigation Plan

Council members reviewed the Bonner County 2026 Emergency Management Multi-Jurisdictional All-Hazard Mitigation Plan. Staff noted two corrections: update the City Engineer and remove the Sandpoint Fire Department from the JPA.

Councilor Ruehle moved to approve the Bonner County 2026 Emergency Management Multi-Jurisdictional All-Hazard Mitigation Plan, with the identified corrections. Councilor Duquette seconded the motion.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

Voting Yea: Councilor Torrez, Councilor Duquette, Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Tate

Motion passed unanimously. The resolution was adopted as amended

Adjourn

With no further business on the agenda, the meeting was adjourned at 8:06 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their meeting held ___________, 2026.

Jeremy Grimm, Mayor	Attest: Meri Jane Bohn, City Clerk