SANDPOINT

CITY COUNCIL MEETING MINUTES

October 07, 2026 at 5:30 PM

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

Call to Order

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, October 7, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT
Mayor Jeremy Grimm
Councilor Joel Aispuro
Councilor Kyle Schreiber
Councilor Pam Duquette
Councilor Joe Tate
Councilor Joshua Torrez

ABSENT
Council President Deb Ruehle

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 Lieutenant Steven Chamberlain.

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

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 recited for the record the amount of bills for payment approval. Councilor Schreiber removed Item 6, Proposed Resolution for Downtown Revitalization Phase 3 – Amendment No. 2 to Professional Services Agreement with Welch Comer & Associates, Inc., which was moved to the beginning of Old/Unfinished Business. The Consent Calendar was then approved, as amended, by a vote of Council present.

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

1. The minutes from Council's September 16, 2026, meeting were approved as presented.
2. The bills presented were approved for payment in the amount of $2,181,492.53 ($1,383,459.39 for regular payables and $798,033.14 for payroll).
3. The Mayor's appointment of Paul Vogel for a term of three years, October 2026 through September 2029, to the Sustainability Committee was confirmed.
4. **Resolution 26-057** Approval of Idaho Transportation Department Local Professional Services Agreement No. 97660 with J-U-B Engineers, Inc. for Boyer Pedestrian Project
5. **Resolution 26-058** Approval of Second Amendment to Purchase Order 26-1658 with OXARC, Inc.

Old/Unfinished Business

6. **Resolution 26-059** Downtown Revitalization Phase 3 – Amendment No. 2 to Professional Services Agreement with Welch Comer & Associates, Inc. – *removed from Consent*

   Council members discussed Amendment No. 2 to Professional Services Agreement with Welch Comer and Associates for Phase 3 of the Downtown Revitalization Plan, including Idaho Transportation Department (ITD) design standards, Superior Street stormwater improvements, and pedestrian/bicycle path alternatives. Staff clarified the project scope and confirmed that additional design work for the Superior Street path could be considered through a future amendment after further evaluation.

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

   At Mayor Grimm's request and no objection from Council, Item #8 was taken up next, ahead of Item #7 as Stantec representatives were present at the meeting.

8. **Resolution 26-061** Approval of Wastewater Treatment Plant Reconstruction Project – Owner's Representative Master Professional Services Agreement No. A26-3257-5 and Task Order No. 1

   Public Works Director Holly Ellis presented the proposed professional services agreements with Stantec for owner's representative services for the Wastewater Treatment Plant Reconstruction Project. The agreements include a five-year master task order agreement with a $5 million ceiling and Task Order No. 1 to establish project management, scheduling, budgeting, risk management, and support for procuring the design engineer and contractor.

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

7. **Resolution 26-060** Approval to Apply for Idaho Department of Environmental Quality's Sewer Overflow and Stormwater Planning Grant FY27

   Project Manager Rachel McKinley presented the proposed grant application and requested authorization for city staff to apply for up to $60,000 to update the City's 2016 Stormwater Facilities Plan. The grant covers 100% of eligible costs, with no local match required. The updated plan will identify stormwater system deficiencies, prioritize improvements, update the capital improvement plan, and help prepare the City for future MS4 permitting requirements and potential stormwater utility planning.

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

9. Council Discussion/Direction: City Beach Parking Lot Project

Community Planning and Development Director Jason Welker and Project Manager Erik Bush presented Concept D for the City Beach parking lot improvements and reviewed design and grant application deadlines.

Council members discussed parking capacity, boat-trailer access, traffic flow, landscaping, stormwater management, and preservation of usable green space. Staff explained the proposed roundabout's traffic and safety benefits and confirmed that design refinements could be made as the project advances.

Councilor Schreiber initially moved to approve the concept with four proposed amendments. He subsequently withdrew the motion and presented each amendment as a separate motion for individual consideration.

Motion was made to redesign the parking area near the gazebo to improve traffic flow and retain additional parking spots.

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

Motion Failed 2-3.

Motion was made to consolidate narrow landscaped areas in the parking lot into larger usable green spaces.

Motion died for lack of a second.

Motion was made to eliminate the park entrance roundabout.

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

Motion Failed 2-3.

Motion was made to convert seven northernmost boat-trailer-only spaces to hybrid parking. This motion was passed with a unanimous vote of Councilors present to approve.

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

Motion Passed 5-0.

Motion to approve Concept D and authorize staff to proceed with design development and grant applications, incorporating the hybrid parking amendment and allowing for further refinements.

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

Motion Passed 3-2.

New Business

10. **Resolution 26-062** Approval of 2027 Employee Benefits, Agreements, and Insurance Policies

Mayor Grimm introduced this item, followed by a presentation provided by Autumn Porter with Taylor Insurance, both of whom fielded questions from Council members. Councilor Schreiber then made a motion to approve the 2027 employee benefits agreements and insurance policies. The motion passed with a unanimous vote of Councilors present.

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

11. **Resolution 26-063** Construction Contract with Interstate Concrete for 2026 Olive Avenue Paving Maintenance Project (Agreement A26-3100-8)

    Director Ellis presented the 2026 Olive Avenue Paving Maintenance Project. The project includes repaving Olive Avenue between Birch and Ontario following sewer and water service repairs. Interstate Concrete and Asphalt Company was the lowest responsive and responsible bidder, with a contract amount of $102,773.70.

    Motion to approve the Resolution for the agreement with Interstate Concrete and Asphalt Company for a construction contract for the 2026 Paving Maintenance Project on Olive Avenue (City Agreement #A26-3100-8).

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

Executive Session

12. Motion to convene in Executive Session pursuant to Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated

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

13. Executive Session was held pursuant to Idaho Code § 74-206(1)(f), as noted above.

Reconvene and Adjourn

Following conclusion of the executive session, the regular meeting was reconvened and then immediately adjourned at 9:15 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 October 21, 2026.

Jeremy Grimm, Mayor
Councilor Kyle Schreiber - Chair

Attest: Meri Jane Bohn, City Clerk