



**CITY COUNCIL
MEETING MINUTES**

**February 15, 2022
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

WORKSHOP: BASEMENT CONFERENCE ROOM 5:00PM.

ROLL CALL OF CITY COUNCIL MEMBERS

Kerri Thoreson, Nathan Ziegler, Joe Malloy, Josh Walker, Lynn Borders, Kenny Shove - **Present**
Mayor Jacobson opened the Workshop.

Topic: History of Wastewater and its Master Plan

John Beacham, Public Works Director and Craig Borrenpohl, Utilities Manager presenting: Currently 2.5 million gallons of wastewater is transported to the Water Reclamation Facility daily. We have 204 miles of sewer mains and 29 lift stations. We treat 3 million gallons of sewage daily from the Cities of Post Falls and Rathdrum and we discharge into the Spokane River under a IPDES permit. The first treatment facility was constructed in 1984/1985 and financed with an EGA grant. The plant was upgraded in 1990 to include:

- Removal of phosphorus
- Capacity upgraded to 3.2 million gallons a day
- A new permit was issued in 1999
- Work was started on Dissolved Oxygen Total Maximum Daily Load (TMDL) for Lake Spokane.

2013 Facility Plan

- Begin rate increases, borrow for projects
- Projects
 - Phase 1 – add flow equalization
 - Phosphorus pilot study
 - Phase 2 – membrane filtration
 - Phase 3 – land application on prairie

Phase 1 Plant Upgrade

- Borrowed \$10.8 million through state wastewater loan program
- Added flow equalization, new headworks, solids storage
- Completed in 2016

Phosphorus Removal Pilot Project

- Conclusions, clarification before using membranes. Generally, can expect around 40 parts per billion effluent phosphorus.
- Study completed in 2018

Land Application Planning

- 2013 facilities plan. Full seasonal reuse. Land application to prairie begins in 2023. 582 additional acres are needed to be purchased.

Phase 2 Plant Upgrade

- Increase secondary treatment capacity

- Biological treatment improvements
- Construct tertiary treatment system: chemical treatment, high-rate clarification, pressure membrane system.
- New UV system with provisions for reuse.

Where are we going?

- Permitting for Community Forest Reuse
- Update to facilities plan and rate study
- Solid's treatment
- Permitting and construction planning for prairie reuse.

Workshop ended at 5:40 pm.

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY MAYOR JACOBSON

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

Kerri Thoreson, Nathan Ziegler, Joe Malloy, Josh Walker, Lynn Borders, Kenny Shove - **Present**

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

- a. The City of Post Falls and the City's Finance Department has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its Annual Comprehensive Financial Report (ACFR) from the Government Finance Officers Association of the United States and Canada (GFOA). This is the 23rd consecutive year that the City has received the award. The City also received the GFOA's Award for Outstanding Achievement in Popular Annual Financial Reporting, which is a condenses, user-friendly guide to the ACFR. Congratulations to Jason and his team on the continued success of receiving both awards.
- b. City Hall and City business offices will be closed on Monday, February 21st in observance of Presidents' Day.

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

None

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

The Mayor and members of the City Council have a duty to serve honestly and in the public interest. Where the Mayor or a member of the City Council have a conflict of interest, they may need to disclose the conflict and in certain circumstances, including land use decisions, they cannot participate in the decision-making process. Similarly, ex-parte contacts and site visits in most land use decisions must also be disclosed.

None

1. CONSENT CALENDAR

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Minutes – February 1, 2022, City Council Meeting
- b. Payables – January 15, 2022 – February 7, 2022
- c. Request Surplus of Old Computer Equipment by IT Department

Motion by Borders to approve the Consent Calendar as presented.

Second by Malloy.

Vote: Walker-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye, Ziegler-Aye, Malloy-Aye

Motion Carried

2. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. FY 2022 Budget Amendment #2

Public Hearing opened at 6:03 pm.

Staff Report

Jason Faulkner, Finance Director presenting: The Wastewater division is constructing the required EPA upgrades to the treatment plant. The plan outlines using cash reserves to fund the existing tertiary treatment upgrades before taking draws from the loan issued by DEQ. This budget amendment will authorize staff to transfer \$25 million of cash reserves from Fund 650 (Operating) to Fund 651 (Reclaimed Water Capital – WWTP).

Testimony

In Favor – None

Neutral – None

In Opposition – None

Public Hearing Closed at 6:04 pm.

Motion by Malloy to approve the FY 2022 Budget Amendment #2.

Second by Borders.

Vote: Borders-Aye, Shove-Aye, Thoreson-Aye, Ziegler-Aye, Malloy-Aye, Walker-Aye

Motion Carried

- b. Update to the Fiscal Year 2022 Fee Resolution

Public Hearing opened at 6:05 pm.

Staff Report

Jason Faulkner, Finance Director presenting: There are several parks and recreation fees that needed to be updated prior to the recreation season. These increases are due to the costs associated with the programs being offered. In addition, staff is proposing a new fee associated with changing of a street name. included in the Council packet is a comparison and the suggested changes are illustrated.

Testimony

In Favor – None
Neutral – None
In Opposition – None

Public Hearing closed at 6:07 pm.

Motion by Malloy to approve the Update to the Fiscal Year 2022 Fee Resolution.

Second by Ziegler.

**Vote: Shove-Aye, Thoreson-Aye, Ziegler-Aye, Malloy-Aye, Walker-Aye, Borders-Aye
Motion Carried**

- c. Kootenai County Fire & Rescue and Kootenai County Emergency Medical Services System Comprehensive Plan Amendment CPA-0002-2021

Public Hearing opened at 6:08 pm.

Staff Report

Jon Manley, Planning Manager presenting: The applicant is Kootenai County Fire and Rescue. The following Capital Improvement Plans with Council approval would be incorporated by reference to the Comprehensive Plan:

- Kootenai County Fire & Rescue Impact Fee Study and Capital Improvements Plan.
- Kootenai County Emergency Medical Services System (KCEMSS) Impact Fee Study and Capital Improvement Plans

Testimony

In Favor – None
Neutral – None
In Opposition – None

Public Hearing Closed at 6:10 pm.

Motion by Thoreson to approve the Kootenai County Fire & Rescue and Kootenai County Emergency Medical Services System Comprehensive Plan Amendment CPA-0002-2021.

Second by Malloy.

**Vote: Thoreson-Aye, Ziegler-Aye, Malloy-Aye, Walker-Aye, Borders-Aye, Shove-Aye
Motion Carried**

3. UNFINISHED BUSINESS/RETURNING ORDINANCES AND RESOLUTIONS

This section of the agenda is to continue consideration of items that have been previously discussed by the City Council and to formally adopt ordinances and resolutions that were previously approved by the Council. Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws

which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements.

ACTION ITEMS:

None

4. NEW BUSINESS

This portion of the agenda is for City Council consideration of items that have not been previously discussed by the Council. Ordinances and Resolutions are generally added to a subsequent agenda for adoption under Unfinished Business, however, the Council may consider adoption of an ordinance or resolution under New Business if timely approval is necessary.

ACTION ITEMS:

- a. Contract with JUB Engineers for the Water Reclamation Facility Planning Study and Financial Plan

Craig Borrenpohl, Utilities Manager presenting: Prior to this request, the most recent Water Reclamation facility plan and capital improvement plan were completed in 2013. Completion of a new facility planning study in 2023 will incorporate subsequent growth, treatment technology, and cost information garnered over the last decade and chart a course for water reclamation over the next 20 years. Treatment focus areas of the study include an existing conditions and systems review, updating flow and waste load projections, regulatory review, development of liquid stream treatment and reuse options, development of biosolids treatment and reuse options. Development of a capital improvement plan will also be a major component of this effort. The capital improvement plan will combine anticipated treatment costs developed in the water reclamation facility plan, discussed above, as well as costs outlined in the recently adopted wastewater collection system master plan. The rate study will ensure user rates are appropriately set so as to balance the anticipated costs with the burden rates placed on our rate payers.

Motion by Malloy to approve the contract with JUB Engineers for the Water Reclamation Facility Planning Study and Financial Plan.

Second by Borders.

Vote: Ziegler-Aye, Malloy-Aye, Walker-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye

Motion Carried

5. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring Council action must be placed on the agenda of an upcoming Council meeting. As such, the City Council can't take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

None

6. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Mayor and City Council regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

- a. Post Falls Crime Rates

Greg McLean, Chief of Police presenting: Chief McLean spoke about how crime rates in the last three years have gone up and down due to population increases and COVID. Chief McLean did note that in violent crimes the suspects have been living in the greater Post Falls area for a while and are not from outside the area.

7. MAYOR AND COUNCIL COMMENTS

This section of the agenda is provided to allow the Mayor and City Councilors to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

None

8. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Council may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEM (To enter into executive session only):

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 by Ziegler to enter into 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, further that no action will be taken during the session and the session will be approximately 10 minutes.

Second by Borders.

Vote: Malloy-Aye, Walker-Aye, Borders-Aye, Shove-Aye, Thoreson-Aye, Ziegler-Aye

Motion Carried

Entered into Executive Session at 6:35pm.

Exited Executive Session at 6:45 pm.

RETURN TO REGULAR SESSION

ADJOURNMENT 6:45 PM.





Ronald G. Jacobson, Mayor



Shannon Howard, City Clerk

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 Spokane Street or call 208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Mayor Ronald G. Jacobson

Councilors: Kerri Thoreson, Nathan Ziegler, Joe Malloy, Josh Walker, Lynn Borders, Kenny Shove

Mission

The City of Post Falls mission is to provide leadership, support common community values, promote citizen involvement and provide services which ensure a superior quality of life.

Vision

Post Falls, Idaho is a vibrant city with a balance of community and economic vitality that is distinguished by its engaged citizens, diverse businesses, progressive leaders, responsible management of fiscal and environmental resources, superior service, and a full range of opportunities for education and healthy lifestyles.

"Where opportunities flow and community is a way of life"