



**CITY COUNCIL
MEETING MINUTES**

**May 16, 2023
6:00 PM**

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

WORKSHOP – 5:00 pm Basement Conference Room

ROLL CALL OF CITY COUNCIL MEMBERS

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

Topic: Water Reclamation Facility Plan

Craig Borrenpohl, Utilities Manager gave a update on the Water Reclamation Facility Planning Study, how it was compiled, what is in it, and the next steps in the process.

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER BY MAYOR JACOBSON

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL MEMBERS

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

CEREMONIES, ANNOUNCEMENTS, PRESENTATION:

ACTION ITEM

- a. The polls close at 8:00 pm. If you haven't already, go vote!
- b. City Hall and City business offices will be closed Monday, May 29th in observance of Memorial Day. Police, fire and rescue services for life-threatening or in-progress emergencies may be reached by calling 911. The Police Department will be open for walk-in emergencies. For Water Department emergencies call 208-773-3517.
- c. Evergreen Cemetery will hold its annual Memorial Day ceremony on Monday, May 29th at 11am. The City of Post Falls and American Legion Post 143 will pay tribute to our veterans with prayer, speeches, honor and color guard and the placement of individual flags upon each veteran's gravesite.
- d. Proclamation – National Public Works Week
- e. Category H Transportation Award for the Intersection of Poleline Avenue and Cecil Road

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.

Motion by Malloy to amend the agenda with the cancelation of the Public Hearing on Impact Fees.

Second by Borders.

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

Motion Carried

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 – May 2, 2023, City Council Meeting
- b. Payables – April 25, 2023 – May 8, 2023
- c. 2023 Intergovernmental Agreement with Rathdrum for Prosecution Services
- d. Agreement with Kootenai Electrical Cooperative Inc. for Electrical Infrastructure Easement and Road Rights of Way
- e. Fanning Addition to Alan Park Business Center Minor Subdivision Plat Application
- f. Pretreatment Sampling Agreement with Burly Products, Inc.
- g. Sanitary Sewer and Utilities Easement for Prairie Crossing
- h. Water Division Purchase of Mini-Excavator
- i. Employment Contract with Janet Best as Human Resources Director

Motion by Borders to accept the Consent Calendar as presented

Second by Walker.

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

Motion Carried

2. APPOINTMENTS

ACTION ITEMS:

Motion by Ziegler to appoint Janet Best to the position of Human Resources Director.

Second by Borders.

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

Motion Carried

- a. Oath of Office for Human Resources Director

3. 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. Impact Fees - **Canceled**

4. 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:

a. Recycled Water Reuse Permit Application for the Post Falls Community Forest
Alyssa Gersdorf, Environmental Specialist Utilities Division presenting: The Utilities Division, along with consultant T-O Engineers, has been evaluating the Community Forest property since 2017 when the property was purchased with the express purpose of land applying treated effluent on the property. The Technical Report for Wastewater Reuse Permit, which includes the Recycled Water Reuse Permit Application for the Post Falls Community Forest, is the result of work completed in the Phase II Hydrogeological Investigation and Permitting of the Post Falls Community Forest. Specifically Phase II completed the items necessary to prepare the site for permitting the property for land application of treated effluent such as finalizing the hydrogeological investigation, developing a preliminary hydraulic management unit layout, developing a Silvicultural Plan and preparing monitoring well specs and plans for the site. Phase II also prepared the Recycled Water Reuse Permit Application which is included in the overall report. The report will be submitted to Idaho DEQ to develop a reuse permit for the site.

Motion by Malloy to approve the Recycled Water Reuse Permit Application for the Post Falls Community Forest.

Second by Walker.

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

Motion Carried

5. 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. Approval to Purchase Four New Volvo L70H Loaders with Gated Snow Plows
John Beacham, Public Works Director presenting: With this request the city will replace three city owned loaders with four new loaders. The new loaders will increase our loader fleet from seven to eight and be assigned to our Street Division. The three loader that would be replaced will be

surplused. The new loaders primary use will be to remove snow during winter storms. Also in this approval is the buyout of the lease on four existing Cat loaders. This will help us keep up with our current level of service. Priority 1 & 2 snow removal routes would take less time to complete and priority 2 routes (residential) could start sooner.

Motion by Malloy to approve the Purchase of Four New Volov L70H Loaders with Gated SnowPlows.

Second by Borders.

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

Motion Carried

b. Federal Grant Funding Application for Forest Management in City Natural Areas
Preston Hill, Urban Forester presenting: We are seeking approval to submit an application for federal grant funding through the US Forest Service for forest management in City natural areas. Funding, if awarded would be used toward forest management goals for the City's three largest natural areas; the Post Falls Community Forest, Black Bay Park, and Kiwanis Park. These goals include, but are not limited to:

- Developing multi-year forest stewardship plans.
- Completing forest thinning in high-priority areas.
- Felling and/or removal of dead and dying trees in close proximity to high value targets.
- Developing strategic fire-breaks (where possible) to reduce wildland fire risks to adjacent development.
- Combating noxious weed in those areas with dense weed populations.
- Improving natural-surface trails and trail markings with particular emphasis on first responder access.

The short grant application timeline means that specific application details are still being developed. The funding request is expected to be in the neighborhood of \$250,000. If funding is granted, matching funds from the City will not be required.

Motion by Malloy to approve the Federal Grant Funding Application for Forest Management in city Natural Areas.

Second by Walker.

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

Motion Carried

6. 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

7. 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. Parks Projects Update

Robbie Quinn, Parks Planner Presenting: An update on what has been done in the Park's and what is coming was given.

8. 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.

9. 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.

None

ADJOURNMENT 6:35 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, Josh Walker, Joe Malloy, Nathan Ziegler, 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"