



City of Kootenai
COUNCIL MEETING MINUTES

DATE: March 2, 2021

TIME: 6:30 p.m.

**President Councilwoman Bauer brought the meeting to order at 6:30 p.m.
City Clerk opened the telephonic/video line for phone and/or video attendance.**

**Roll Call: Councilman Sundquist – HERE, Councilwoman Mjelde - HERE,
Councilman Schock – HERE, and Councilwoman Bauer – HERE.**

Staff Present: City Planner, Clare Marley, City Engineer, Ryan Luttmann

Others Present: Tim Closson, representing Independent Highway District (IHD), Jim Snyder, Representing Bonner County GIS Department, County Commissioner Jeff Connolly, Lieutenant Steven Chamberlain, representing Sandpoint Law Enforcement, Derrick Chamberlain, Lieutenant Chamberlain’s son, and Rob Redford, City Resident, Jessica Woods, representing Fatbeam and Michelle Hutchens, representing city of Dover.

Amendments to the Agenda – President Councilwoman Bauer asked that the approval of the Settlement Agreement between the City and Squeeky’s also be put on the Agenda. The City Clerk stated that she had just received a proposed new route for student pick-up at the Elementary and asked for a discussion related to the proposal be added to the Agenda. **Councilwoman Mjelde made a motion to approve the amendments to the Agenda as suggested, 2nd by Councilman Schock; roll call vote:**

**Councilman Sundquist – AYE
Councilwoman Bauer– Abstain**

**Councilwoman Mjelde – AYE
Councilman Schock – AYE**

Bonner Commissioner Connolly – Addressing – Commissioner Connolly stated that the County presented a potential MOU that the County has made with other small cities. He stated that the County was trying to work with all the cities to try to get through this as fast as we can. We try to basically offer to do the service for the cities. He stated that Jim had given a presentation about 1 ½ years ago and it has taken quite a while trying to get through this addressing issue. He stated that the County has come up with a simple MOU and that he and Jim were here to answer any questions the City may have; he advised that the MOU was easy to get out of with a 30 day out in case the City decided that it wanted to do it on their own, but by law, cities must give the County the power to provide that service for them. He also advised that the MOU was just a clarification so that everyone knows what their responsibility is. Councilwoman Bauer confirmed that the City would only be responsible to inform the builders and developers to contact the County for addressing. She asked if the costs for addressing would be a pass-through cost to the City. Commissioner Connolly stated that the County realized that it would be a burden on cities. They would pay directly to the County. Councilwoman Bauer asked if this was just for new builds or will the County want to readdress the City. Commissioner Connolly stated that it would be just for new development from now forward. There was discussion about readdressing the City. Commissioner Connolly stated that the County’s GIS department would work with the City if there were ever a need to readdress within the City to try to come up with a plan. He advised that the County was not planning on readdressing the City. He did stay that that could happen if there

is an issue. Councilwoman Bauer asked if Clark Fork was the only City that had entered an MOU with the County for addressing. Commissioner Connolly stated that there were several cities that entered into the agreement about 4 or 5: Priest River, Old Town, Hope and Sandpoint. He asked if Jay had anything to add; he said he did not. Commissioner Connolly stated that some cities are requiring the County to reach out to the cities if there would be 4 or more addresses that were needing to be addressed. Councilwoman Mjelde asked if a subdivision would need addressing would they do it in blocks or do it like the County. Jay stated that there was a little more to it, but he would have to look into it and come up with an agreement as to how to go about it if the City desired to. Jay advised that they just wanted to move forward with new addressing. He stated that some cities like to be advised if there were more than 4 or 5 addressing issues that needed to be addressed. He advised that there was not a plan to readdress any City. He advised that if the City had any address problems then the County would come to help do that. From this point forward they would do it a certain way as they are working on getting ready for the Next Gen 911 program. Commissioner Connolly stated that the County understood that some cities cannot afford to have a GIS department, so the County is offering to do it. Councilwoman Bauer asked if they could specify what would be problematic. Jay stated that he did not feel that the City of Kootenai had a problematic addressing issue. Commissioner Connolly advised that if the City wanted to modify the MOU then the County could look at that. The MOU just specifies how it should be done. Councilwoman Bauer asked if the addressing would be centralized. Jay stated that it is just to pinpoint an address so emergency units can find it. Commissioner Connolly stated that they want to know from emergency services if they are having problems finding an address. There was discussion about past efforts to get mailing addresses changed to the 83840 zip with no response. Ryan stated that there were times where addresses were changed within the City it caused issues. If the County had to clean up an addressing issue would they charge the City or the property owner. Jay advised that they would not charge the City or the property owner. Commissioner Connolly stated that the MOU was just for new development. If the City really needed to address the whole City, then the City and the County would be having a discussion. If an individual needed an address, then this MOU would allow the County to handle the addressing and the individual would pay the expense. We don't want the community to have to pay for new development addressing. Jay stated that the County would work with the City as to how to go about readdressing if it were ever needed. They want the City's input. Councilman Sundquist stated that he did not understand what it means in the MOU about the Bonner County administration to provide addressing and road naming support. He thought it was a little ambiguous. Commissioner Connolly stated that that was left that way so that the County is not telling you what that would be it would just support. Councilman Sundquist stated that the wording needs to be cleaned up. He also did not like the landowner etc. he stated that etc. needs to be clarified. He then stated that he was fine with the rest of the MOU as it makes pretty much sense. Councilwoman Bauer asked how long it would take to readdress or address say 20 properties. Jay stated that it could take a week to readdress 20 addresses. Councilwoman Bauer then stated that then the County could readdress the whole city before the 30-day default would come up. Councilman Sundquist reminded Council that this is just for new addresses. Councilwoman Bauer asked if the City could be sent other agreements that were in place. Jay state he would send them. Commissioner Connolly stated this was just a draft. Councilman Schock asked if someone did need an address then the MOU would allow the County to do it. Commissioner Connolly confirmed that the MOU would give the County the authority to address all new development. Jay stated that some cities want to be involved in any readdressing. He stated that they are GPSing a point of where the driveway is, so they have a lot of information to enable them to help. Council discussed that the MOU that was in front of them was just an example. There was no further discussion.

Public Comment – None were given.

Announcements – None were given.

1. Consent Agenda:

President Councilwoman Bauer asked Council for a motion to approve the Consent Agenda. The City Clerk brought to attention that she needed to correct Lieutenant Chamberlain's name spelling on the January Minutes, President Councilwoman Bauer stated there was also an error on the January Minutes as she had voted AYE to go into executive session and the minutes stated NAY, Councilman Schock also stated that he had made the initial motion and the minutes stated that Councilwoman Bauer had made the motion.

Councilman Schock made a motion to approve the Consent Agenda with said amendments, 2nd by Councilwoman Mjelde; roll call vote:

**Councilman Sundquist – AYE
Councilwoman Bauer– Abstain**

**Councilwoman Mjelde – AYE
Councilman Schock – AYE**

2. Reports:

2.A. Mayor: No Report was given.

2.B. City Engineer: Written Report Summary – Attached – Ryan summarized his report. There was no further discussion.

2.C. City Planner: Written Report Summary – Attached – Clare summarized her report.

2.D. City of Sandpoint Law Enforcement: - The City Clerk stated that the City had received both January and February reports. There was no further discussion.

2.E. Selkirks-Pend d'Oreille Transit (SPOT) –No report was given.

2.F. Clerk – Written Report – Attached – There was no further discussion.

3. Discussion/Action Items

3.1 Appointment of City Attorney – The City Clerk advised that Mayor Lewis had gone over the two proposals and had suggested the appointment of Oxendine & Allen. Councilwoman Mjelde stated she was happy that Oxendine represented small cities.

Councilwoman Mjelde made a motion to approve Mayor Lewis's appointment, 2nd by Councilman Schock; roll call vote:

**Councilman Sundquist – AYE
Councilwoman Bauer– Abstain**

**Councilwoman Mjelde – AYE
Councilman Schock – AYE**

3.2 Avista Franchise Agreement Renewal – Ronda stated that the City had received a renewal proposal from Avista as the current Agreement was 25 years old and was up for renewal. She advised that the portion regarding the percentage of revenues was missing from the proposed agreements. Ronda advised that the City collected \$15,599 in revenues at 1% last year. Councilman Sundquist advised that this is not free money and that an increase will be passed on to Kootenai residents. Councilwoman Mjelde stated that the increase will

not be too great. Councilwoman Bauer stated that it could break or make some families. Mjelde stated that the funds are used to keep up with the City's infrastructure. Council agreed that this would be a subject to ask the City's new attorney.

3.3 Fatbeam Franchise Agreement – Ronda advised that Council had received answers to their last questions. She reminded Council they had requested that the issue be tabled and that there would need to be another public hearing set. Councilwoman Bauer asked if Fatbeam was going to bring fiber to residents. Jessica Woods advised that they did not provide residential services just to businesses, government, schools, etc. Councilman Sundquist asked how they would describe "business." Jessica stated that Fatbeam focuses on larger enterprise businesses. She also advised that Fatbeam's model would determine how cost effective it would be to provide services to the business. Councilman Sundquist asked if the City did grant non-exclusive agreement and Fatbeam advertised that they would supply to businesses, frankly home business, could they refuse to grant them service. Would there be legal issue if they do not supply to home businesses. Jessica stated that it would come down to the cost to the business to build to that business and the return on the investment would be considered. Refusal to service would be based on cost not the City. Councilwoman Bauer asked if their services would be underground or some above ground. Jessica advised that they like to go above ground as it is less expensive. Therefore, Fatbeam has what is called an "approval to attach to existing poles" with several utility companies and if not, then they would go underground and if there is no existing pole than they would go underground and boring would be preferred. Councilwoman Bauer asked if Fatbeam had a contract with Avista. Jessica stated that yes, they had a full attachment agreement with Avista. Councilwoman Bauer asked Jessica if she could send her that agreement. Jessica said she would check with staff. Councilwoman Bauer asked if Fatbeam had any other city agreements. Jessica stated that Fatbeam did have agreements with most of the area cities. Councilwoman Bauer asked if Fatbeam had an agreement with Starlink. Jessica stated that she did not believe they did but would check with their staff. Councilwoman Bauer stated that she had asked this question in the past and was told that they did have one with Montana and one in the County and that Fatbeam would not release it. She stated that she was not sure if it was an MBA or if they just did not want to release it. Jessica stated again that she would have to check with their staff. Councilwoman Bauer advised that she was not comfortable with setting a public hearing until she receives the information she requested. She also reminded Council that at the last public hearing the public was not in favor. Councilman Sundquist stated that he was not afraid of a non-exclusive agreement the City has minimal liability with a non-exclusive agreement as it essentially is an agreement allowing Fatbeam to do business within the City; there is no liability to the City. Councilwoman Bauer stated she wanted to see penalties for violating the agreement. Councilman Sundquist stated that he saw no place for penalties in a non-exclusive agreement. Jessica advised that the penalties were addressed in the encroachment permit. The Franchise Agreement is mostly allowing them to do business within the City's rights-of-ways. Councilman Sundquist stated that there is no place for penalties. He confirmed Jessica's statement that the agreement is just permission to do business with the City. Council agreed to set a public hearing in May which will give time for the City's Attorney review and advise.

3.4 City Hall Improvements – The City Clerk stated that Mayor Lewis had advised that she was seeking bids to repair and paint the outside of the City Hall. She had requested Council to think about how they would like to prioritize needs to improve the City Hall. There was discussion about the roof repair proposal and that the City had not heard from the contractor as to when that project would start. The City Clerk and Councilman Sundquist stated they would try to contact the contractor for updated information.

3.5 Kootenai Elementary proposed new student pick-up route – Lieutenant Chamberlain stated that his department had been working on a better route for student pick-up at the Kootenai Elementary School as the route that is used now is getting too congested. Ronda stated that Officer Giffin had submitted a plan for the route to enter the City at Spokane Street then left onto First Avenue to Hope Street. Council agreed that the plan would help with congestion. Lieutenant Chamberlain stated the department had planned on sending an advisement letter or email to parents and the school advising of the new route; he advised that this would be a temporary solution and once the pattern is used there would be no reason to have signs. He also stated that once Second Avenue improvements were completed then that route would be a better solution. Ryan stated that he was concerned about blocking the SPOT bus stop, but that the stop is earlier than the pick-up route so it may not be an issue. Signage would not be necessary and once the route is implemented then there really would not be a need for signage. Ryan also stated that the congestion that is created may be an asset for possible state and federal grants to complete Second Avenue. Councilwoman Mjelde asked if no parking signs might help. Ryan stated that maybe one between First Street and Hwy 200 stating no parking during school hours may help. He advised that Independent Highway District already had a sign that could be used. Lieutenant Chamberlain agreed that they should just wait to see if this solution will work before implementing signage. Councilman Schock advised that maybe just one temporary sign with an arrow showing school route could also help. Council agreed with the department's temporary plan.

4, Squeeky's Settlement Agreement – President Councilwoman Bauer stated that the City had mediated and had agreed on a settlement agreement. She stated that Council now had to approve said agreement. **Councilwoman Mjelde made a motion to approve the Settlement Agreement between the City and Squeeky's, 2nd by Councilman Schock; roll call vote:**

Councilman Sundquist – AYE

Councilwoman Mjelde – AYE

Councilwoman Bauer– Abstain

Councilman Schock – AYE

President Councilwoman Bauer closed the Council Meeting at 7:54 p.m.

Submitted by:

Ronda L. Whittaker/City Clerk

CITY OF KOOTENAI
SIGN-IN SHEET

DATE: March 2, 2021

TIME: 6:30 pm

Council Meeting

Name	Address	Representing
Tim Closson		IHD
Jim Snyder		Bonner County
Jeff Connolly	P.O. 1494 P.R.	BOCC
Steven Chamberlain	1123 W. Lake St.	SPD
Derrick Chauhan	1123 W. Lake St.	SPD
Rob Redford	402 W THIRD	SELF

City of Kootenai

Treasurer Report February 2021

Mt. West Money Market	\$	74,268.23	0.05% APY
Mt. West Checking	\$	107,268.53	0.01% APY
Idaho Central Credit Union	\$	390,029.56	1.85%
Park Fund	\$	4,000.02	
Total Cash Assets	\$	575,566.34	

INCOME/GENERAL FUND

Name	Account	Amount	Sub-Totals
01 · GF REV			
Franchise Fees			
	Avista Corporation	0.00	
	Northland Cable Television	431.77	
	Waste Management, Inc	0.00	
Total Franchise Fees			431.77
Interest			
	Interest, MW Money Market	2.85	
	Interest, MW Checking	0.89	
	Interest, Park Fund	0.02	
Total Interest			3.76
Licenses & Permits			
	Business Licenses	200.00	
	Liquor Licenses	0.00	
Total Licenses & Permits			200.00
Planning & Zoning Fees & Permit			
	Building Permits	200.00	
	Subdivision Fees	0.00	
Total Planning & Zoning Fees & Permit			200.00
Property Tax			
	Arrears Property Tax	3,477.59	
	Penalty & Interest	1.99	
	Property Tax Current	0.00	
	Recovered Homeowners Exemption	0.00	
	Circuit Breaker	0.00	
Total Property Tax			3,479.58
Rents			
	City Hall Rental	250.00	
	Post Office Rent	280.00	
Total Rents			530.00
State of Idaho Funds			
	State Liquor Fund	0.00	
	State Revenue Sharing	0.00	
Total State of Idaho Funds			0.00
	Total 01 · GF REV	4,845.11	4,845.11

STREET FUND REVENUE

Name	Account	Amount	Sub-Totals
02 · SF REV			
Idaho Transportation Dept			
State Highway Users Fund			
	HB312	-	
	Hwy Users Fund	-	
Total State Hwy Users Fund			-
Road & Bridge			
	Road & Bridge Current	0.00	
	Road & Bridge P & I	1.63	
	Road & Bridge Arrears	2661.39	
	Circuit Breaker M&O	0	
Total Road & Bridge			2,663.02
Stormwater/Encroachment			
	Culvert Encroachment Deposit	550.00	
	Utility Encroachment	0.00	
	Stormwater Management	0.00	
Total Stormwater/Encroachment			550.00
Total Streets			
	Total 02 · SF REV	3,213.02	3,213.02
	Total Income	8,058.13	8,058.13

City of Kootenai
Treasurer Report February 2021

GENERAL FUND EXPENSES			
Name	Account	Amount	Sub-Totals
10 - GF EXP			
Accounting & Audit			
Accountant	Mountain Ledger pre-audit	-	
Total Accounting & Audit			-
Bank Fees		0	0
Building Maintenance			
	Janitorial Service	60.00	
	Security	177.64	
	Custodial Supplies	12.39	
	Maintenance & Repairs	501.00	
Total Building Maintenance			751.03
Legal			
	Attorney	675.00	
	Legal Notices	370.84	
Total Legal			1,045.84
Dues & Membership	CostCo	60.00	
Miscellaneous Memberships	ICCTFOA Scholarship Donation	-	
Dues & Membership	ICCTFOA District Dues	-	
Total Dues & Memberships			60.00
Insurance			
	ICRMP	-	
Total Insurance			-
Office Expenses			
	Internet Service	111.18	
	Office Supplies	(572.96)	
	Postage	-	
	Computer Hardware	(8,963.50)	
	Computer Software	5.50	
	Computer Maintenance/Repair	151.75	
	Web Site	-	
	Mayor's Expense/Holiday Cards	-	
Total Office Expenses			(9,268.03)
Park			
	Maintenance	-	
Total Park, Arbor Day & Earth Day			-
Planning & Zoning			
	Building Permits	2,463.96	
	Comp Plan Review	-	
	Subdivision Fees	-	
	Planner	435.50	
Total Planning & Zoning			2,899.46

GENERAL FUND EXPENSES - Cont.

Name	Account	Amount	Sub-Totals
Training Workshops			
	Meals/ICCTFOA Conference	-	
	Training Expenses/ICCTFOA	-	
	Milage	-	
Total Training Workshops			-
Utilities			
	Electric & Gas	198.49	
	Garbage	-	
	Water	33.88	
	Telephone	0	
	Sewer	-	
Total Utilities			232.37
Wages & Benefits			
	Clerk/Treasurer	3250.68	
	Council	500.00	
	Mayor	500.00	
	Payroll Taxes	325.21	
	Retirement Fund - PERSI	492.62	
	Health Insurance	631.64	
	Health Insurance Employee	(131.64)	
6560 · Payroll Expenses	Intuit Payroll	10.00	
Total Wages & Benefits			5,578.51
	Total 10 · GF EXP	1,299.18	1,299.18

City of Kootenai
Treasurer Report February 2021

STREET FUND EXPENSES			
Name	Account	Amount	Sub-Totals
20 - SF EXP			
Ditches			
	Ditch Maintenance	-	
Total Ditches			-
Stormwater			
	Culvert Inspections	-	
	Engineer	-	
Total Stormwater			-
Street Maintenance	IWorQ Annual Fee	-	
Asphalt Striping		0	
Street Fund Reserve		0	
Total Street Maintenance			-
Streets			
Street Engineer		0	
Utility Encroachment Permits		500.00	
Total Streets			500.00
Utilities, Streets			
	Signal Lights	57.81	
	Street Lights	0	
Total Utilities, Streets			557.81
Transportation			
	Bike & Pedestrian Paths	-	
Total Transportation			-
	Total 20 - SF EXP	557.81	557.81
	Total Expense	1,856.99	1,856.99
	Total Income		8,058.13
Net Income			6,201.14



MEMO

To: Mayor Lewis and Council Members

From: Ryan Luttmann, P.E., Contract City Engineer

Date: February 25, 2021

Re: Council Meeting Report for February Engineering Activities

Engineering activities for the month of February were associated with weight limit reviews and coordination with residents and other parties that are interested making adjustments or additions to existing properties within the City.

Weight Limits

I have reviewed the soil conditions around the City of Kootenai and surrounding areas. The weight limit signs have been placed and are posted with green ribbons, indicated that the roads are open for hauling but weight limits will be in effect shortly. The weight limit sign for Boise includes a restriction of hauling to 300 lbs per inch of tire, which historically has worked to accommodate the Litehouse trucks when they haul with a half load. Weight limits are planned to start on March 1, 2021 and the Independent Highway District will remove the green ribbons and replace them with red ribbons on Monday.

The soil conditions will be monitored, and weight limits will be removed when it appears the soils along the roadway have returned to normal moisture levels. Last year, weight limits were in effect for 7 weeks.



RUEN-YEAGER & ASSOCIATES, INC.
ENGINEERS ♦ PLANNERS ♦ SURVEYORS

MEMO

To: Kootenai City Council, Mayor and Clerk
From: Clare Marley, AICP, City Contract Planner
Date: February 25, 2021
Re: **Planning update for March 2, 2021 City Council meeting**

Building permit activity: ADVISORY ONLY. The City has not received a building permit application yet for 2021.

Land use application activity: ADVISORY ONLY. The proposed annexation east of the city limits remains in a pending status. The parties have been given a consent to annex form and have been advised that a pre-application meeting with the city engineer, clerk, and planner is needed. The consent forms have not been returned to the city yet.

City staff issued a zoning violation letter for a sign that was placed without a permit.

Comprehensive Plan Update: Workshop Reminder: Council and staff will meet at 6 p.m. Wednesday, March 24th, to review the latest draft of the comprehensive plan and draft policies.

Bonner County Request for Comment, File AMo11-20, Mining, etc.: Bonner County has advised that the pending public hearing before the Board of Commissioners for the mining standards and "zoning certificate" ordinance was withdrawn. The hearing was scheduled for February 10th, but was withdrawn for revisions, according to planning director Milton Ollerton. He advised: "There will be changes to the ordinance as it makes its way through the process. I cannot tell you, right now, what that will look like. It will likely be another month before this rises to the top of the list again."

Building Codes Update: Kootenai Building Official Pat Park has advised that there are updates to the building code standards that will eventually require City Council approval through the public hearing process. The updates include an increase in the wind speed load and a decrease in snow load requirements. He will be working on these updates and hopes to present these changes in about May.

RECEIVED
FEB 16 2021
CITY OF KOOTENAI



City of Sandpoint, Idaho
POLICE DEPARTMENT

1123 Lake Street, Sandpoint, Idaho 83864
(208) 265-1482 Fax: (208) 263-3587

Mayor

January report for 2020

There were 30 total calls created for the City of Kootenai for the month of January, 2020. Of the 30 calls created, 8 calls were created for other agencies responding to Kootenai to assist.

These 8 calls do not fit the billing requirements.

We will be submitting billing for 22 calls for service.

Sandpoint's Calls for service

911 Hang-up	2
Domestic Dispute	2
Information	2
Suspicious Person/Circumstance	2
Accident, Hit and Run	1
Business/Residential Alarm	1
Animal Problem	1
Misdemeanor Warrant Arrest	1
Civil Dispute	1
DUI, Alcohol or Drugs	1
Mental subject	1
Overdose/Poison	1
Prowler	1
Accident Slide off	1
Threatening Suicide	1
Threatening	1

Traffic Hazard	1
Trespassing	1

Overview of calls

- Prowler – Officers responded to a reported prowler. Upon officer’s arrival a search of the residence and area was conducted. No one was located.
- Suicide threat – Officers responded to a reported male subject who had made suicidal statements over tic tok. Officers were able to locate the subject and able to determine he was not a threat to himself or others.
- Civil Dispute – Officers assisted with the mediation of property and the return of said property.
- Warrant arrest – Subject had a warrant for Driving with out privileges, possession of paraphernalia and open container.
- Animal Problem – Officers responded to a complaint about an aggressive dog. Officers were unable to locate the aggressive animal.
- Family offense – RP reported two individuals fighting in their yard. Upon officer’s arrival, it was determined it was a verbal argument between mother and son. Officers assisted with de-escalation and cleared the call.
- Mental health call – Rp called and stated he was suicidal and need a ride to the crisis center in cda. SPD transported him to the crisis center in CDA.
- Accident – Officers took a report of a hit and run at humbird and e railroad.
- Threats – RP reported he had received threats via text message from his ex-girlfriend. The threats were documented and filed as requested by the RP. No charges.
- Traffic Hazard – RP called reference a dead deer in the roadway, officers responded and removed the deer.
- Trespassing- Rp reported someone was trespassing inside the storage units. Officers responded and was unable to locate anyone inside the gats.
- Overdose – Officers responded to a 17 yof who had overdosed on pills. The 17 yof was transported to BGH and officers completed the investigation.
- Trespass – RP requested her daughter and boyfriend to be trespassed from her residence. Officers responded and transported both parties.
- DUI – Officers arrested a male subject for driving under the influence. Driver provided a breath sample was 197/.193

Traffic stops

Verbal warnings	3
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Written Warning

Tail lights	1
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Traffic citations issued

Total	0

Misdemeanor citations –

DUI – 18-8804	1
Total misdemeanors	1

Felony Charges

RECEIVED
MAR 01 2021
CITY OF KOOTENAI



City of Sandpoint, Idaho
POLICE DEPARTMENT

1123 Lake Street, Sandpoint, Idaho 83864
(208) 265-1482 Fax: (208) 263-3587

Mayor

Report for February 2021

There were 26 total calls created for the City of Kootenai for the month of February, 2021. Of the 26 calls created, 4 calls were created for other agencies responding to Kootenai to assist.

These 4 calls do not fit the billing requirements.

We will be submitting billing for 22 calls for service.

Sandpoint's Calls for service

911 Hang-up	3
Business/Residential Alarm	4
Animal Problem	1
Attempt to Locate	1
Citizen Assist	4
Civil Standby	1
Custodial Interference	1
Information	2
Juvenile Problem	1
Lost Property	1
Reckless Driving	1
Vehicle Theft	1
Trespassing	1

Overview of calls

- Theft of vehicle: Douglas reported his work vehicle was stolen from 355 McGhee Road (Kootenai) at approximately 0915 hrs. He saw the vehicle driving west on Hwy 200 near Kootenai Cutoff Road and attempted to catch up to it, but was unsuccessful. Douglas was contacted and told we need proof of ownership so we could enter the vehicle into NCIC.
- Alarm – kellers supply
- Trespass – Rp called and reported a possible trespassing at payless gas. Upon investigation, there was no trespassing violations.
- Juvenile problem: It was reported 4 juveniles were lying in the roadway. Upon officer's arrival, he was unable to locate the juveniles.
- Reckless: officers were dispatched to a report of a reckless vehicle doing doughnuts in the parking lot off mcghee rd and leaving northbound out of the city prior to the reporting party calling.
- Citizen assist –Rp saying she fell in the parking lot of the Kootenai Post Office she tripped Over the spot where the handicap parking sign used to be. It was cut off because someone hit it earlier in the year and the Post Office never fixed.
- Custodial interference: (14 yof) reported Christina drove to her house on Hope Street and tried to walk into the house. The RP requested her be trespassed permanently from the property.
- Animal problem: Officer responded to 110 Humbird Street, for a report of a dog at large. I was unable to locate any dogs running at large.
- Traffic complaint: Vehicles blocking intersection and the hwy during pick up times at Kootenai school.
 - Staff is working with the school to develop a plan to improve traffic flow around pick-up times at Kootenai school.

Traffic stops

Verbal warnings	2
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Written Warning

Muffler in good working order	1
Operating a vehicle with unsafe equipment	1

Traffic citations issued

Insurance-fail/provide proof (b)	1
Fail to renew registration (b)	1
No seat belt-Occupant U/18 YOA	1
Excess of posted speed limit	1
Total	4

Misdemeanor citations –

Driving without privileges (b)	1
Total misdemeanors	1

Felony Charges

To: Kootenai City Council and Mayor
From: Ronda L. Whittaker, City Clerk
Date: February 2021
RE: Clerk's Report



Website Activity – Continued update of the site.

Building Permit Inquiries – Ongoing processing of building permits and utility and culvert encroachment permit applications. Collection of non-refundable initial fees.

Working with New Technology –Working and learning about new technology procedures and systems.

Working with Independent Highway District (IHD)– Please report any on-street parking issues. I have provided notices of violation for parking to IHD who will be working with Law Enforcement to keep vehicles off City Streets during snow season.

Playground Activity – Continued work on getting fund donations for the ADA swing.

Records Retention – Working on organizing and refiling the City's Building Permits for easy access.

Public Records Requests – The City has received several record requests from students working on term papers regarding COVID.

Parking Lot – Keeping an eye on the parking lot and reasons for the handicap sign issue.