



*City of Kootenai*  
**COUNCIL MEETING**  
**MINUTES**  
**DATE:** January 2, 2024  
**TIME:** 6:30 p.m.

**Mayor Lewis 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 – PRESENT, Councilwoman Mjelde – HERE, Councilman Schock – HERE, and Councilman Rafferty – HERE.**

**Staff Present:** City Clerk, Ronda L Whittaker, City Deputy Clerk, Mandy Corbett, City, City Planner, and Clare Marley.

**Amendments to the Agenda** – Mayor Lewis requested a Council President election come before the swearing in of newly elected officials. – **Councilman Schock made a motion to add the election of a new Council President to the Agenda; 2<sup>nd</sup> by Councilman Rafferty; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Rafferty – AYE**

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

**Announcements** – Councilwoman Margaret Mjelde thanked Council for her time with the city as Mayor and Councilwoman and welcomed Mr. Stephen Ferris to fill her seat. Margaret stated that when she first came to Kootenai City, there were only 300 people in the city and amongst many other accomplishments, She stated that she is the one who was able to get the stop light finally approved and put in on McGhee Rd. Ronda Whittaker thanked Council for 10 years as City Clerk and welcomed the new Clerk Manda R. Corbett. Ronda also explained the Road and Street Report to Council for review and authorization later in the meeting.

**Others Present:** City resident Julie Washburn, City resident Stephen Ferris, City resident Sandra Furlini, Jason Garcia, Jeanelle Shields, Dave and Shiela Reed and Kristina Owens.

**Public Comment** – Kristina Owens from Sewell and Associates thanked Margaret Mjelde for her time with the City and Thanked Ronda Whittaker for her time as City Clerk and said it was nice working with her. She then congratulated Manda Corbett who will be the new City Clerk.

**1.Consent Agenda:**

Mayor Lewis asked the Council for a motion to approve the Consent Agenda.  
**Councilman Schock moved to approve the Consent Agenda, 2<sup>nd</sup> by Councilman Rafferty; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Rafferty – AYE**

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

**2. Swearing in of newly elected officers-** Ronda Whittaker proceeded to swear in Mayor

Nancy Lewis, Stephen Ferris - Seat 2, Daniel Schock – Seat 4, and Manda Corbett, Clerk/Treasurer for all City financial accounts.

**2.1. Election Vote for Council President - Councilman Rafferty moved to Elect Councilman Sundquist as Council President, 2<sup>nd</sup> by Councilman Schock ; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Rafferty– AYE**

**Councilman Ferris – AYE**  
**Councilman Schock – AYE**

**3. Reports:**

**3.A Mayor:** None was given.

**3.B City Engineer: Written Report** – No Topics were discussed.

**3.C City Planner:** Written Report Summary – Attached – Specific Topics were discussed:

**3.D Sign Code Workshop** – Council agreed to have Clare complete the write up of the sign code as discussed previously, have it reviewed first before bringing it back to a workshop. Clare briefly discussed Short Term Rentals at this time, council added they would like to see an example of an “administrative” form to regulate short term rentals with a 300 ft radiance and a “3 strikes, your out” rule in place.

**3.F Selkirks-Pend d’Oreille Transit (SPOT)** – Nothing was discussed.

**3.G Park Committee** – Maggie Mjelde mentioned that she and others plan to get started on parks as soon as the weather is clear.

**4. Discussion/Action Items:**

**4.1 Road and Street Report-Review and Authorize** –The Report was already explained to Council earlier in the meeting by Ronda Whittaker -**Councilman Rafferty made a motion to approve the Road and Street Report and authorize publication; 2<sup>nd</sup> by Councilman Schock; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Rafferty– AYE**

**Councilman Ferris – AYE**  
**Councilman Schock – AYE**

**4.2 305 Helena – Code Violation** –In response to Brittany Jacobs at Silver Valley Law, Council agreed no further action was necessary from the attorney. It was decided a letter offering help to clean up would be sent to the resident. **Councilman Sundquist motioned to send a letter offering help with clean up in Spring or when needed to the resident; 2<sup>nd</sup> by Councilman Rafferty; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Rafferty– AYE**

**Councilman Ferris – AYE**  
**Councilman Schock – AYE**

**4. Adjournment** – Mayor adjourned the meeting at 7:17 p.m.

Submitted by: Manda R. Corbett/City Clerk/Treasurer