



City of Kootenai

COUNCIL MEETING MINUTES

DATE: September 3, 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.

Pledge of Allegiance / Roll Call: Councilman Sundquist – PRESENT, Councilman Ferris – HERE, Councilman Schock – HERE, and Councilman Rafferty – HERE.

Staff Present: City Clerk/Treasurer- Manda Corbett, City Engineer - Ryan Luttmann, Planner Representor – Tessa Vogel

Amendments to the Agenda – None were made.

Announcements – None were made.

Others Present: Resident- Sandara Furlini

Public Comment - None were made.

1.Consent Agenda:

Mayor Lewis asked the Council for a motion to approve the Consent Agenda.

Councilman Rafferty moved to approve the Consent Agenda, 2nd by Councilman Schock; roll call vote:

Councilman Sundquist – AYE
Councilman Rafferty– AYE

Councilman Ferris – AYE
Councilman Schock – AYE

2. Reports: No Reports

2.A Mayor: Nothing to report

2.B City Engineer: Written Report – Specific Topics were discussed:

2.B1 2nd Avenue Widening Project-Change Order #1 and Final Application for Payment- Ryan Luttmann, Engineer, provided a copy of the final application for payment and the change order to document the quantity adjustments to the council for review and approval. He explained the total cost of construction was \$265,497.50 with \$250,000 of the total price funded through a Child/Pedestrian Safety Grant. He explained the extra cost came from more materials needed than originally proposed and the extra 12,542.50 will come from the city’s ARPA funds.

Councilman Rafferty moved to authorize the mayor to sign the change order and request for final payment to Woods Crushing and Hauling , 2nd by Councilman Schock; roll call vote:

Councilman Sundquist – AYE
Councilman Rafferty– AYE

Councilman Ferris – AYE
Councilman Schock –AYE

2.B2 Stop Signs Evaluation – 2nd Ave and Helena - Ryan explained a multi-way stop warrant review was performed on the Humbird and 2nd Ave intersection for additional stop signs. After the pedestrian lane was installed along the south side of 2nd avenue from Kootenai Elementary School to the Seven Sisters Subdivision, the multi-way Stop Warrant review suggested consideration of adding stop signs on the north and south legs: Kootenai Street and 2nd Avenue, and Helena Street and 2nd Avenue.

Councilman Sundquist moved to approve the additional stop signs at said locations , 2nd by Councilman Ferris; roll call vote:

Councilman Sundquist – AYE
Councilman Rafferty– AYE

Councilman Ferris – AYE
Councilman Schock –AYE

2.B3 2024-2025 General Engineering Contract Services-Century West - Ryan Luttmann, city engineer provided a contract between the City of Kootenai and Century West Engineering for 2024-2025 general engineering contract services for approval and Mayor's signature.

Councilman Schock moved to authorize the mayor to sign the contract for engineering services by Century West Engineering , 2nd by Councilman Rafferty; roll call vote:

Councilman Sundquist – AYE
Councilman Rafferty– AYE

Councilman Ferris – AYE
Councilman Schock –AYE

2.C City Planner: Specific Topics were discussed.

2.C1 Building Permit and Land Use Activity- Tessa Vogel representing Ruen-Yeager stated the City of Kootenai received one new building permit in August for a sign at Cedar hills Church. She explained there were no new land use applications submitted during August.

2.C2 Request for workshop update for sign code, building height standards and short-term rentals - Tessa Vogel suggested the city hold a Sign Code Workshop to discuss future sign code pertaining to collective group signs, roof signs and signs on fences and to discuss building heights and standards and short-term rentals. She suggested October 29,2024 at 6:00 pm for the workshop date. Council agreed.

Councilman Rafferty motioned to set the workshop for October 29,2024, 2nd by Councilman Schock; roll call vote:

Councilman Sundquist – AYE
Councilman Rafferty– AYE

Councilman Ferris – AYE
Councilman Schock –AYE

2.C3 Property Line Adjustment – File PLA03-24 - Tessa presented a map showing said property for a lot line adjustment for James Brown in the City of Kootenai. She explained the property owner wants to change the lots from East and West to North and South. She explained there would be conditions for approval that must be met. Council reviewed the conditions of approval for the lot line adjustment.

Councilman Sundquist moved to the lot line adjustment with the listed conditions of approval being met , 2nd by Councilman Ferris; roll call vote:

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

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

2.D Selkirks-Pend Oreille Transit (SPOT) – Mayor Nancy Lewis reported the audits for SPOT all went well. She reported a new stop may be going in on 2nd Avenue.

2.E Park Committee – Nothing was reported.

3. Discussion/Action Items: Street signs-speed limit signs – Councilman Rafferty questioned the speed limit signs that refer to when children are present. Councilman Sundquist mentioned duct tape to cover the word “when” to make it always 15mph and not only when children present. Ryan Luttmann, City Engineer volunteered to look into the situation to see what could be done about the speed limit signs in Kootenai. Council agreed to wait to see what Ryan comes up with.

5. Adjournment – Mayor adjourned the meeting at 7:27p.m.

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