



# City of Kootenai

## COUNCIL MEETING MINUTES

**DATE:** December 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 Schock – HERE, and Councilman Rafferty – HERE. Councilman Ferris - HERE**

**Staff Present:** City Engineer – Ryan Luttmann, Assistant City Planner – Tessa Vogel, City Clerk/Treasurer - Manda Corbett, City Deputy Clerk - Mindy Stearns

**Others Present:** Residents - Bethany Hedahl and Julie Washburn.

**Amendments to the Agenda:** None were made.

**Announcements:** None were made.

**Public Comments:** Resident Bethany Hedahl spoke explaining their request for a culvert variance. They are asking for an additional 25 feet to allow for a secondary driveway for RV parking. Variance paperwork has been submitted and the status will be researched and an update provided back to the Hedahls.

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 Schock – AYE**

**Councilman Rafferty – AYE  
Councilman Ferris – AYE**

2. **Reports:**

**2.A Mayor:** Mayor Lewis reported on the new stray dog procedures due to contract changes with Better Together Animal Alliance. New dog tags have been ordered that have a K in front of the tag number. When residents come in to license their dog, the pet owner information will be sent to Bonner County Sheriff's Office. Should that dog be found loose, the Sheriff's office will have the owner's information on file and can get the dog returned. Any dog not picked up within 24 hours will now go to the Hayden Animal Shelter. Kootenai dog tags are provided at no cost to the resident. Councilman Schock requested additional research to be done, to confirm that Kootenai's current dog ordinance is in compliance with a recently updated State of Idaho code.

## **2.B City Engineer:**

**2.B1 Railroad Avenue Improvements** – Ryan Luttmann spoke regarding potential improvements to Railroad Avenue. He provided three potential changes that would allow for the pedestrian/bike path to be installed, connecting the new path that ends at Main Street to the existing one that begins at McGhee Rd. Discussion occurred regarding current residents using that street as parking; possible closures of streets that currently connect to Highway 200; changing Railroad Avenue to be a one-way street, at least in front of the residential portion. One potential positive outcome would be less car traffic for the pedestrians and cyclists that would use that path. Further research and coordination with ITD will be conducted in the future.

**2.B2 Pavement Management Plan** – Ryan announced that he has a new Engineer in Training that has begun work on this plan. They are looking into which roads will need improvements, along with the longevity and cost benefits between crack sealing, chip sealing and thin overlays on areas needing repair.

## **2.C City Planner:**

**2.C1 Building Permit and Land Use Activity** – Tessa Vogel reported that no new building permits or land use applications were received since last month.

**2.C2 Area of City Impact/Area of Impact Mapping** – Tessa reported that on December 10<sup>th</sup>, staff and city officials from Sandpoint, Ponderay, Dover and Kootenai will meet to review the current boundaries of the Areas of City Impact, per the State of Idaho's updated Areas of Impact law. The City of Ponderay Planner had indicated that portions of the land on McGhee Road, north of the railroad tracks would be better suited for Ponderay, than Kootenai. Concerns were raised regarding the future development of this area. Should it be developed residentially, this would increase the traffic dramatically and place more wear and tear on Kootenai's section of McGhee Road. The council agreed unanimously for Kootenai's planner to express these concerns and indicate that Kootenai is not willing to turn this area of land, currently in Kootenai's comprehensive plan map, over to the City of Ponderay. Tessa agreed and will provide more updates after the December 10<sup>th</sup> County AIC meeting.

**2.D Selkirks-Pend Oreille Transit (SPOT)** – Mayor Lewis reported that the new contract with Schweitzer Resort is in effect. The recent grant received provided funds for new radios in the buses, along with a new bench that will be installed by Safeway for SPOT bus riders. The SPOT committee is considering selling advertising to be shown on the back of the buses. They are also reviewing installing solar lights at the bus stops.

**2.E Park Committee** – Julie Washburn reported that the new trees planted at Maggie's Park are doing well and that the city lot off 2<sup>nd</sup> has been mowed and cleared.

## **3. Discussion/Action Items:**

**3.1 Proposal – Fee Agreement – Web Design** – Burnett Medial provided mock pages for the new website and provided their final fee proposal. Councilman Schock asked to add to the new webpage a section for emergency/after hours contacts, our city emergency action plan and list of current building permits. This information will be forwarded back to the web developer.

**Councilman Sundquist moved to accept the fee proposal as presented, 2<sup>nd</sup> by Councilman Rafferty; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Schock – AYE**

**Councilman Rafferty – AYE**  
**Councilman Ferris – AYE**

**3.2 New City Logo** – Burnett Media provided three new revisions of the proposed logo. These had a moose design, along with the words “CITY OF” added.

**Councilman Schock moved to adopt Version 1 logo, 2<sup>nd</sup> by Councilman Ferris; roll call vote:**

**Councilman Sundquist – AYE**  
**Councilman Schock – AYE**

**Councilman Rafferty – AYE**  
**Councilman Ferris – AYE**

**5. Adjournment:** – Mayor adjourned the meeting at 8:07 p.m.

Submitted by:  
Mindy Stearns, City Deputy Clerk