



CITY OF KOOTENAI

COUNCIL MEETING MINUTES

DATE: April 1, 2025

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 Ferris - PRESENT, Councilman Sundquist – PRESENT, Councilman Schock – HERE via video attendance, Councilman Rafferty – PRESENT

Staff Present: City Clerk/Treasurer – Manda Corbett, City Deputy Clerk – Mindy Stearns

Others Present: Clare Marley – City Planner, Tess Vogel – City Planner, Benjamin Allen – City Attorney, Donna Williams – Kootenai Resident, Deanna James – Kootenai Resident via video.

Announcements: Mayor Lewis announced three changes to the meeting agenda. Item 2A needs to be removed as it requires an Executive Session. Two discussion items will be added, 2.A2 – The Mayor will discuss contractor bids for ADA swing installation and 2.F2 – City Attorney Allen will discuss Senate Bill SB1125.

Public Comments: No public comments were made.

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

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

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

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

2. **Reports:**

2.A2 Mayor: Discussion occurred regarding the three bids received for the ADA swing installation and repair of the post office ramp. Two quotes were incomplete so Mayor Lewis will contact those contractors for updates.

2.B City Engineer: Written Report Summary

2.B1 and 2.B2 Railroad Avenue Improvements and Pavement Management Plan

– A workshop will be held April 15th at 6:00pm to go over the Railroad Avenue improvement plans and street repair schedule options.

2.C City Planner:

2.C1 Building Permit Activity – One new building permit was received in March, for the demolition of a manufactured home.

2.C2 Land Use Application Activity – No new land use applications were received in March.

2.C3 Area of City Impact Update – Bonner County has acknowledged receipt of the letter sent from the City. They are still waiting for the letter being sent from Ponderay, before any action or decision is made.

2.C4 Letter to Bonner County Proposed Comp Plan Map – Council reviewed the letter drafted by the City Planner, addressing the proposed comprehensive plan land use component and revised future land use map amendment.

Councilman Sundquist moved to approve the draft letter to Bonner County in response to the proposed amendments to the county's comprehensive plan as written and authorized the Mayor to sign the letter on behalf of the City of Kootenai. 2nd by Councilman Rafferty; roll call vote:

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

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

2.C5 Building Permit Process Review – A summary of the application review process was provided by the City Planner. Further discussion and review are needed, including both the City Engineer and the City Building Inspector, to verify that all portions of the application requirements have been met, and confirmation of the project being completed matching those requirements, etc. In addition, new legislation has been passed that puts a “shot clock” on response times. This may require additional processes be put in place to comply with this new law. The City Attorney discussed the issues regarding enforcement of building code violations.

2.D Selkirks-Pend Oreille Transit (SPOT) – Mayor Lewis reported one of the SPOT buses was recently in a vehicle accident on Schweitzer, and is being investigated by both SPOT, ICRMP and Schweitzer Mountain Resort.

2.E Park Committee – Mayor Lewis is researching grants that could provide park items. Also, city staff are working on quotes or donations to replace the current bark chips with new.

2.F City Attorney:

2.F1 Intermax Network Right of Way Use Agreement – City Attorney provided the amended agreement with Intermax Network for council review and approval.

Councilman Rafferty moved to approve the Intermax Network agreement as presented by legal and authorized the Mayor to sign the agreement on behalf of

the City of Kootenai. 2nd by Councilman Ferris; roll call vote:

Councilman Schock – AYE
Councilman Ferris – AYE

Councilman Sundquist – AYE
Councilman Rafferty – AYE

2.F2 Senate Bill 1125 – The City Attorney discussed a new bill that the Association of Idaho Cities and the Idaho Association of Counties are trying to push through in this legislative session. This bill just went through its second reading in the Senate today and is newly developing. This bill adds to existing law to establish provisions regarding assistance to political subdivisions for the defense of state law. As our legal counsel, he highly encourages each of the council members to reach out to local Senators and Representatives to let them know this is an important bill to our city.

3. Discussion/Action Items:

3.1 Future Workshop – A workshop has been scheduled for May 13th, starting at 6:00 pm, to go over the needed city hall repairs. A workshop to go over short-term rentals will be scheduled for a future date, once review from City Planning has been completed.

4. Adjournment: – Mayor adjourned the meeting at 7:50 p.m.

Submitted by:
Mindy Stearns, City Deputy Clerk