



CITY OF KOOTENAI

COUNCIL MEETING MINUTES

DATE: June 2, 2026

TIME: 6:30 PM

Mayor Sundquist opened the meeting at 6:30 p.m.

City Deputy Clerk opened the telephonic/video line for phone and or video attendance.

Pledge of Allegiance

Roll Call: Councilman Schock – HERE, Councilman Rafferty – PRESENT, Councilman Ferris – PRESENT, Councilman Dressel - PRESENT

Staff Present: Deputy Clerk – Mindy Stearns, Century West Staff Engineer – Ryan Luttmann, City Planner – Clare Marley, City Attorney – Britney Jacobs via teleconference.

Others Present: Verkada Representative – Austin Cheney via teleconference, and Garry Schickedanz for Providence Road LLC.

Announcements/Changes to the Agenda: Mayor Sundquist added one new business item to the agenda, for Habitat for Humanity, as the answer date needed was before the next council meeting.

General Public Comment: No public comment was made.

- I. **Consent Agenda:** Mayor Sundquist asked the Council for a motion to approve the Consent Agenda. Clarification was provided regarding one item.

Councilman Rafferty moved to approve the Consent Agenda, 2nd by Councilman Dressel, roll call vote. Motion carried.

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

**Councilman Rafferty – AYE
Councilman Dressel – AYE**

II. Reports:

- A. Mayor:** Mayor Sundquist announced that he attended the recent BCATT meeting. He introduced himself as the new mayor and provided a brief update of the upcoming Kootenai projects. At that meeting, he met Marc Kilmer, Senator Risch's assistant. Mr. Kilmer offered their office as an additional resource for residents that need assistance, for example with taxes, Medicare or veteran services.

Mayor Sundquist asked the council members about their top 3 priorities that they'd like to see for the city. Mayor Sundquist asked for these priorities to be submitted in writing and will be reviewed at the next meeting.

- B. SPOT Bus:** City Deputy Clerk Mindy Stearns announced that she volunteers to attend the monthly SPOT Bus meetings, unless any one of the council members would rather attend. Council needs to approve her appointment to that committee. Discussion occurred regarding when the meetings are and what is reviewed at those meetings.

Councilman Schock moved to authorize City Deputy Clerk Mindy Stearns to attend the SPOT Bus meetings as a representative of the city, 2nd by Councilman Ferris, roll call vote. Motion carried.

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

**Councilman Dressel – AYE
Councilman Schock – AYE**

C. City Engineer:

- 1. Utility Permit Activity:** City Engineer Ryan Luttmann announced that one driveway culvert application was received and approved.
- 2. Hope and Main Street Sidewalk Project:** This project was awarded to LaRiviere Inc. A pre-construction meeting was held on June 1st at City Hall. They have a tentative start date of July 15th, beginning on Hope Street, and ending date of September 2nd. Ryan presented Century West contract amendment #14, to approve the "not to exceed amount" of this project by an additional \$10,500. This covers additional engineering costs for this project.

Councilman Ferris moved to approve Century West contract amendment #14, 2nd by Councilman Dressel, roll call vote. Motion carried.

**Councilman Dressel – AYE
Councilman Schock – AYE**

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

- 3. FY2026 Overlays Project:** This project was awarded to Interstate Concrete & Asphalt. A pre-construction meeting was held on June 1st at City Hall. A list of sewer lateral street repairs will be completed in conjunction with the overlay work. Ryan presented Century West amendment #15, to approve the "not to exceed amount" of this project by an additional \$15,000.

Councilman Rafferty moved to approve Century West amendment #15, 2nd by Councilman Schock, roll call vote. Motion carried.

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

**Councilman Schock – AYE
Councilman Dressel – AYE**

D. City Planner:

- 1. Provident Subdivision Proposed Road Easement Vacation:** City Planner Clare Marley announced that Bonner County had conducted a public hearing on this vacation application to reduce the 60' wide easement to 25'. The hearing ended shortly however, as it was discovered that property notification had not been provided to the City of Kootenai. This hearing has been rescheduled to July 30th. Concerns of this easement becoming a frequently used ingress/egress onto Seven Sisters Road were discussed. Garry Schickedanz, a representative for the Providence Road LLC, spoke that this easement was originally intended to be 25' wide when first plated, however a mistake was made changing this to 60'. There is an additional easement in place at the end of Seven Sisters Road, which is set up at the 60' width, which could be used to connect into the Providence Road subdivision in the future. The City Planners will continue to work on this topic and will assist with responding to Bonner County at the rescheduled hearing.
- 2. Building Permit and Land Use Applications:** Two building permit applications were received in May.
- 3. Draft Building Code Update:** This topic has expanded from its original intention of revising the expiration/abandonment codes. Clare discussed that additional information for this code update was received from Pat Park, Building Official, addressing snow load and shot clock requirements, among others. Additional time is needed to incorporate these edits into the previous draft. Updates will be provided at the July council meeting.
- 4. Building Height Code and Parking Code Update:** These topics will be discussed on August 11th, at a workshop to be held after the conclusion of the budget workshop.
- 5. Draft Sign Code:** The city sign has been reviewed by the International Sign Association and offered changes to what has been submitted to them. The City Planner and City Attorney will be meeting this month to review these suggestions. This will be brought back to council at the August 11th workshop.
- 6. Area of Impact:** The Bonner County Planning Department advised last week that the correction to the city's area of impact map has been adopted by the Board of Commissioners and recorded.

III. Old Business:

A. Law Enforcement: Councilman Dressel met with the Police Chief for Hayden Lake to get an idea of costs, should the city want to start their own police department. Taking into consideration wages, benefits, training, vehicles, equipment, etc. it would be around \$500,000 to start. This could require the city to submit a tax levy for these costs. Councilman Dressel also has spoken with the Bonner County Under Sheriff, and he should be receiving a copy of the overtime contract BCSO has with Clark Fork soon. He will submit that for council review as soon as it's received.

IV. New Business:

A. 625 W 2nd Avenue Code Violation: City Attorney Britney Jacobs started the discussion, summarizing that this property is a vacant lot that has had code violations in the past. She reviewed the past letters sent and the current complaint along with City Planner Clare Marley. Britney indicated that from a legal perspective, she does not feel it is in the city's best interest to spend resources to try and enforce compliance for this property. Continued discussion took place from all council members and staff, revolving around proving the code violation, possibly changing the city code to be stronger and more straight forward, and what this specific property owner can do to become compliant. Per direction from council, the City Planner will draft a letter to the property owner with the issues noted. This will be reviewed by legal and submitted for Mayor Sundquist to sign.

B. New Security System/Verkada Presentation: A revised quote from Austin Cheney of Verkada was reviewed, as he was able to adjust the quote to below the \$30,000 dollar mark asked for by Mayor Sundquist. Council discussed the need for a new security system in comparison to the funds needed for a law enforcement contract. As this security system covers the city park, the post office, parking lot and staff areas, council reviewed the budget to confirm that there are funds available at this time, that would not impact future funds needed for a police contract.

Councilman Schock moved to purchase the Verkada security system, paying one payment in full, 2nd by Councilman Rafferty, roll call vote. Motion carried.

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

**Councilman Dressel – NAY
Councilman Rafferty – AYE**

C. City Hall Sign Repair: This will be tabled to July, as there are two contractors still putting their quotes together for submission.

D. Habitat for Humanity – Park Usage Request: Mayor Sundquist received a request from Habitat for Humanity to use our park as a meeting and meal area for a community clean up event. We do not charge for park usage. Mayor Sundquist plans to attend. No concerns were raised, other than music volume level to be considerate of neighboring homes.

Councilman Rafferty moved to allow Habitat for Humanity to use the park for their community event, 2nd by Councilman Schock, roll call vote. Motion carried.

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

**Councilman Schock – NAY
Councilman Dressel – AYE**

Adjournment: Mayor Sundquist adjourned the meeting at 9:16 pm.

Submitted by:
Mindy Stearns, City Deputy Clerk