

MINUTES OF A REGULAR MEETING OF THE CITY  
COUNCIL OF THE CITY OF COEUR D' ALENE, IDAHO,  
HELD AT THE LIBRARY COMMUNITY ROOM

January 21, 2025

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room on January 21, 2025, at 6:00 p.m., there being present the following members:

Woody McEvers, Mayor

Dan English	)	Members of Council Present
Christie Wood	)	
Kiki Miller	)	
Amy Evans	)	
Kenny Gabriel	)	
Dan Gookin	)	Member of Council Absent

**CALL TO ORDER:** Mayor McEvers called the meeting to order.

**INVOCATION:** Teresa Fandel of the Community of the Holy Spirit led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Evans led the pledge of allegiance.

**PUBLIC COMMENTS:**

Mike Gridley, Coeur d'Alene, invited Council and the community to attend the North Idaho Centennial Trail Foundation Annual Meeting on January 23, 2025 from 5:30 p.m. to 7:00 p.m. at the Vantage Point Brewing. He explained that the event is open to all trail users, supporters, and anyone wanting to learn more about the North Idaho Centennial Trail which is managed by a nonprofit organization dedicated to preserving and developing the trail system while promoting non-motorized trail connectivity throughout North Idaho. Mr. Gridley relayed his appreciation to the Council and City staff for its support. Councilmember English asked about the use of non-motorized vehicles on the trail, specifically mentioning e-bikes and scooters. Mr. Gridley acknowledged the growing use of e-bikes and the need for enforcing rules on speed limits to ensure safety, as there have been incidents where people were hurt. He emphasized the importance of being respectful to others on the trail and noted the challenge of enforcing the 15-mph speed limit.

**ANNOUNCEMENTS:**

Councilmember Miller shared that the Joint Government meeting with North Idaho Building Contractors Association was held today. She said that they meet monthly and outline the agenda to keep everyone informed about legislative updates and other relevant topics. She noted that any pertinent information is communicated to the staff so they can stay informed and attend meetings as needed. Councilmember Miller stated that she was invited to speak about housing at an event on

January 29 which will be open to the public at the Den on Lakeside Avenue. She added that there is an ad hoc committee meeting on January 28 to discuss the final phase at Atlas, and she will share more information once that meeting concludes.

Mayor McEvers requested the reappointment of Dixie Reid to the Personnel Appeals Board.

**MOTION:** Motion by Evans, seconded by Gabriel to appoint Dixie Reid to the Personnel Appeals Board. **All in favor. Motion carried.**

**CONSENT CALENDAR:**

1. Approval of Council Minutes for the January 7, 2025 Council Meeting.
2. Approval of the January 13, 2025 General Services/Public Works Committee Minutes.
3. Setting of the January 27, 2025 General Services/Public Works Committee Meeting.
4. Setting of public hearing for **February 18, 2025**
  - a. V-24-04, Vacation of a portion of Spruce Avenue right-of-way adjoining the easterly boundary of Lot 11, Block 1 and Lot 8, Block 2, Spring Addition plat
5. Approval of a Cemetery Lot transfer from Anna Halpern to Darrel and Pam Borek; Section G, Block 56, Lot 1, Forest Cemetery (\$40.00)
6. Approval of Bills as Submitted.
7. Approval of Financial Report.
8. Approval of **Resolution No. 25-001** - A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AN AGREEMENT WITH KYLE A. BEIERLE AND KAREN E. BEIERLE FOR WATER SERVICE OUTSIDE THE CITY LIMITS FOR PROPERTY LOCATED AT 3276 E. BARN COURT; ACCEPTING A UTILITY EASEMENT FOR WATER LINE FROM KYLE A. BEIERLE AND KAREN E. BEIERLE ACROSS PROPERTY LOCATED AT 3276 E. BARN COURT; AND RATIFYING THE PURCHASE OF OFFICE 365 AND EXCHANGE ONLINE SOFTWARE UPDATES USING THE PRICE OBTAINED BY THE STATE THROUGH THE COMPETITIVE BID PROCESS.

**MOTION:** Motion by Evans, seconded by Miller to approve the Consent Calendar as presented, including **Resolution No. 25-001**.

**ROLL CALL:** English Aye; Wood Aye; Evans Aye; Miller Aye; Gabriel Aye. **Motion carried.**

**COUNCIL BILL NO. 25-1002**

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF SECTIONS 5.68.020, 5.68.030, 5.68.110, AND 5.68.050 OF THE COEUR D'ALENE MUNICIPAL CODE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THE ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

**STAFF REPORT:** Deputy City Clerk Kelley Setters requested Council to adopt the Childcare Commission's recommendations of amendments to the Municipal Code Chapter 5.68, Sections 5.68.020, 5.68.030, 5.68.050, and 5.68.110, entitled "Childcare Facilities." There are five

recommended amendments. First, the Commission proposed eliminating the requirements for a tuberculosis (TB) test for all provider licenses where the estimated cost is \$45.00 to \$60.00. This change will streamline the licensing process. Also, no other cities in the region or the state mandates a TB test for childcare licenses and the infectious disease specialist for the state said that the requirement is not necessary as TB is not a high risk in Idaho. The second proposed modification is to no longer require a license for parent or volunteer that visits a childcare facility less than 12 hours a month. This adjustment acknowledges that parents or volunteers who occasionally assist in classrooms face an unreasonable burden of undergoing two background checks, education requirements and a TB test. At the General Services/Public Works (GSPW) Committee meeting held on January 13, it was recommended that a volunteer/parent who provides assistance less than 12 hours in any one month is not required to be licensed by the City; however, a search of the Idaho Court database each year would be performed by the City. Ms. Setters mentioned that the CDA School District uses the Raptor screening which is a software system database that uses information from a visitor's driver's license or ID card to check the sex offender database. The Raptor system would be expensive for the number of checks needed and the City already checks the sex offender registry for volunteers and licensees. The third proposed amendment is a housekeeping change of Section 5.68.110(H) which allows one employee who is neither a resident nor a family member for the home-based providers, a provision previously adopted in Municipal Code Title 17 on March 3, 2020. The fourth proposed amendment includes a modification to Section 5.68.030(D) and (H), which would allow individuals aged 16 and 17 to obtain a provider license, as long as they are continuously supervised by a licensed provider and are not left alone with children. The fifth recommendation is eliminating a full background check at renewal and instead requiring Idaho Courts database search each year. Additionally, both the City NCIC background check and the State enhanced clearance background check (CPS) will be conducted every five (5) years. Ms. Setters pointed out that there will be some codification costs to the City with this code amendment while childcare providers would save the cost of the annual background check of \$62.00 and the cost of the TB test.

**DISCUSSION:** Councilmember Evans clarified that her question regarding the school background check was not intended for the childcare facilities to take on the expense but if it would be feasible for the City to be able to screen for the childcare facilities. Councilmember Wood said that there are a lot of options available online at no cost, such as what is being used by the Police Department. Councilmember English commented that he is in support of the proposed amendments noting that the cost to the City would be minimal and this is a needed resource.

**MOTION:** Motion by English, seconded by Miller, to dispense with the rule and read **Council Bill No. 25-1002** once by title only.

**DISCUSSION:** Councilmember Wood noted that this item was thoroughly reviewed during the January 13 General Services/Public Works Committee meeting. She added that she is comfortable with the proposed amendments. Councilmember Miller reminded to ensure efficiency and proper coordination with concerned departments doing the same background checks should be undertaken. Ms. Setters replied that she coordinated with the Police Department.

**ROLL CALL:** Wood Aye; Evans Aye; Miller Aye; Gabriel Aye; English Aye. **Motion carried.**

**MOTION:** Motion by English, seconded by Wood, to adopt **Council Bill No. 25-1002**.

**ROLL CALL:** Wood Aye; Evans Aye; Miller Aye; Gabriel Aye; English Aye. **Motion carried.**

### **RESOLUTION 25-002**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ACCEPTING THE BID OF, AND AWARDING A CONTRACT FOR THE COMPOST MAINTENANCE PROJECT TO, SELLAND CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$320,000.00.

**STAFF REPORT:** Wastewater Superintendent Mike Anderson noted that the compost facility has been experiencing an increase in compost production. Currently, in Building #1, crews frequently halt loader operations to exit the equipment and manually assemble or disassemble aeration pipes within the compost piles before resuming work. Additionally, the aerated pipe previously used is no longer available and has been replaced with non-pressurized material, which is prone to collapsing and breaking. The proposed Compost Maintenance Project aims to replace the aerated pipe system with a more efficient aeration system integrated into a sloped concrete floor, utilizing the existing blower system. This project is designed to improve compost production by allowing loaders to operate continuously without interruption, reducing the labor required for aeration pipe maintenance, and eliminating the need for ongoing pipe replacements. Mr. Anderson stated that Selland Construction Inc. provided the lowest bid for this project for the base bid amount of \$314,000, including an additional alternative #1 for an additional \$6,000 which totals to \$320,000.

**DISCUSSION:** Mayor McEvers commented that the Wastewater Department, having been composting since the 1980s, should be quite proficient by now. Mr. Anderson responded by noting recent personnel changes, mentioning that two new staff members were recently hired. He added that the staff who started composting in the 1980s remained with the department until the 2020s.

**MOTION:** Motion by Evans, seconded by Miller to adopt **Resolution No. 25-002**, accepting the low bid of, and approving a Contract with, Selland Construction, Inc., for the Compost Maintenance Project, with the Base Bid amount of \$314,000, and bid Alternative #1 for \$6,000, totaling \$320,000.00.

**DISCUSSION:** Councilmember Wood stated that this project comes from a pre-approved budget item that has been planned for. Mr. Anderson noted that this is a capital improvement project that has been pre-planned and budgeted from the Wastewater Enterprise Fund.

**ROLL CALL:** Evans Aye; Miller Aye; Gabriel Aye; English Aye; Wood Aye. **Motion carried.**

### **RESOLUTION 25-003**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING AN AMENDMENT NO. 1 TO THE CDBG GRANT FUNDING AGREEMENTS WITH ST. VINCENT DE PAUL AND SAFE PASSAGE, ALLOCATING FIVE

THOUSAND AND NO/100 DOLLARS (\$5,000.00) TO ST. VINCENT DE PAUL OF NORTH IDAHO AND TWO THOUSAND FIVE HUNDRED AND NO/100 DOLLARS TO SAFE PASSAGE FROM THE CDBG PLAN YEAR 2022 ALLOCATION TO COVER THE COSTS OF RADON MITIGATION SYSTEMS.

**STAFF REPORT:** Community Development Specialist Sherrie Badertscher noted that each year, the City manages an annual Community Opportunity Grant which utilizes funds received from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. Proposals are accepted for projects benefiting low-to-moderate income Coeur d'Alene residents and neighborhoods. In August 2024, Council allocated \$76,848.00 from CDBG Plan Year 2023 and \$21,728.00 from the 2024 Plan Year to Safe Passage for the rehabilitation of their "Safe House." Additionally, St. Vincent de Paul received \$125,000.00 from the 2023 Plan Year to replace the roof on the H.E.L.P. Center. In April 2024, HUD published a Radon Policy Notice which states radon must be addressed in the environmental review process and falls under HUD's contamination regulations at 24 CFR §§ 50.3(i) & 58.5(i)(2). The Policy requires radon mitigation when radon levels are at a level of 4.0 pCi/L or greater. Ms. Badertscher explained that radon is a breakdown product of uranium in soils and rocks which enters homes through small cracks and gaps. She added that during the environmental review process, both St. Vincent DePaul and Safe Passage had certified testers conduct radon tests, and both locations tested at 4.0 or higher. Council is being requested to approve the increase of grant funding to Safe Passage in the amount of \$2,500, and St. Vincent de Paul in the amount of \$5,000.00, both coming from the remaining 2022 CDBG funds. The additional funding will enable them to hire contractors to install the required radon mitigation systems.

**DISCUSSION:** Councilmember Gabriel remarked that the grant funding would be well-utilized and thanked Ms. Badertscher for her efforts. Councilmember English noted that while regulations can be challenging, having a system in place for testing potentially harmful substances is a positive outcome. Ms. Badertscher explained that once these organizations meet the requirements, they won't need to address them again for future grants. Mayor McEvers asked if CDBG grant applicants need radon testing, and Ms. Badertscher clarified that it is required for any building occupied for four or more hours a day, which includes mostly residential, but in the case of St. Vincent and Safe Passage, they are facilities that have people for eight hours and more. She added that a dozen properties were tested and so far, these are the two that came back over the 4.0 pCi/L mitigation requirement. Councilmember English inquired about the testing process and costs, with Ms. Badertscher explaining that single-family home tests cost about \$13 and can be done by homeowners. However, for larger projects like the non-profits, they had to contact a certified testing facility for about \$200. Ms. Badertscher mentioned that homeowners can request for a free radon test through the State of Idaho Health and Welfare Department website.

**MOTION:** Motion by Wood, seconded by Miller to adopt **Resolution No. 25-003**, approving amendments to the CDBG grant funding agreements with St. Vincent de Paul and Safe Passage, increasing grant funding to be used for radon mitigation.

**ROLL CALL:** Miller Aye; Gabriel Aye; English Aye; Wood Aye; Evans Aye. **Motion carried.**

**ADJOURNMENT:** Motion by Wood, seconded by Miller, that there being no other business, this meeting be adjourned. **Motion carried.**

The meeting adjourned at 6:41 p.m.