

Bellevue Common Council
Tuesday May 26, 2020
Bellevue City Hall, 115 E Pine St, Bellevue
Special Meeting Minutes

6:00 p.m. Call to Order:

Mayor Burns called the Special Meeting to order. A roll call attendance was conducted, and Council members present were Tammy Davis, Kathryn Goldman, Greg Cappel, Chris Johnson, Doug Brown (arrived 6:07pm), and Shaun Mahoney (arrived 6:07pm) all appearing by teleconference. For the record, Mayor Burns and Clerk/Treasurer Edwards were physically present in the official meeting location of the Council Chambers of City Hall. A quorum was present for the entire meeting. Staff present were Rick Allington, City Attorney; Greg Beaver, Fire Chief; Diane Shay, Community Development Director; Frank Suwanrit, Public Works Director; Kristin Gearhart, Library Director; and Marian Edwards, City Clerk/Treasurer.

Notice and Hearing Compliance:

The posting of this special meeting amended agenda complied with Idaho Code 74-204. The special meeting amended agenda was posted more than 24 hours prior to the meeting at the Bellevue Post Office, the bulletin board outside City Hall and on the website on May 21, 2020. Goldman motioned that the notice was in compliance with Idaho Code 74-204. Davis seconded. All in favor. The motion passed.

1. Call for Conflict as outlined in Idaho Code §59-703 (f) – 704 With Any Agenda Item.
Burns called for conflict from any Alderman with any agenda items. Johnson requested clarification as to whether his residence location adjacent to the Strahorn project should recuse him from participation on item #9. Allington noted that the initial project application process was completed and determined that Johnson could vote on the item. No conflicts were noted.
2. Public Comment for Items of Concern not on the Agenda.
Davis gave an update on the continued significant level of calls to the Crisis Hotline. Davis noted that on Sunday, May 31, the Crisis Hotline is collaborating with the Bellevue Library on a Census outreach event.

OLD BUSINESS

3. Consent Agenda:
 - a. Minutes of May 11, 2020
 - b. Claims from May 12, 2020 to May 26, 2020
 - c. Financial Reports

Davis motioned to accept the consent agenda as presented. Brown seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

Continuation of Public Hearing: Text Amendment 9.2, Streets, Continued on March 23, 2020 to the date certain of May 26, 2020. Suwanrit confirmed that notice was properly provided prior to the March 23, 2020 meeting. Suwanrit gave the staff report and explained that most of the issues being addressed are housekeeping issues. Burns opened the meeting for public comment. There was no public comment. There were no written comments received. Burns closed public comment. The Council discussed approved encroachment permits and the administrative processes needed to enforce misuse of same. Brown noted a corner property in the City that received an encroachment permit and appeared to have excessive parking in the right of way after completion of the construction. Cappel requested Allington if the City can enforce the misuse of encroachments and Allington noted that the City can red tag the site, send the Marshal to issue a citation and restore the right of way at property owners expense if not corrected. The Council suggested that multiple designees be included in the encroachment process including law enforcement and Allington noted that a resolution would be needed. The Council requested enhancements from Suwanrit to the drafted ordinance and process and Shay agreed to help Suwanrit on this matter. Brown motioned to continue the Public hearing to the date certain of June 8, 2020. Cappel seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

4. Continuation of Adoption of Ordinance #2020-03 Text Amendment 9.2 Streets and Authorization to Publish by Summary, Continued on March 23, 2020 to the date certain of May 26, 2020. Goldman motioned to continue the Adoption of Ordinance #2020-03 Text Amendment 9.2 Streets and Authorization to Publish by Summary to the date certain of June 8, 2020. Cappel seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

Mahoney announced at 6:42pm that his attention would be divided, but that he would continue his Zoom attendance and participate if possible.

5. Continuation of Council Discussion of Whether to Consider Holding the Bellevue Labor Day Festivities, Tabled on May 11, 2020 to the date certain of May 26, 2020. Burns gave an update as to the status of local event cancellations. Brown suggested expanding the parade route to go through the City to lessen crowding on Main Street. The Council discussed using multiple park locations for food trucks and focusing on local businesses. Suwanrit was asked to check in with the Labor Day Committee as to making changes and deciding on a 'drop dead date'. Johnson motioned to continue the discussion to the date certain of June 8, 2020 to allow Suwanrit to give an update. Goldman seconded. Roll call vote results: Mahoney- not present, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

NEW BUSINESS

6. Update: IWRB Funding for Flood Mitigation Projects/Riverside Subdivision HOA. Santo updated the Council that the Riverside HOA would write a letter of support, but would not be able to

fund any future needed maintenance of the enhancements. Cappel requested that a waiver of liability be received. Allington recommended that a written acceptance of the risks along with supporting the project be received. Goldman motioned to proceed with the grant application pending receipt of a conforming written acceptance of risk and support of the project from the Riverside HOA. Cappel seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

7. Council Discussion: Area of City Impact Map/Planning and Zoning Recommendation from November 2019. Shay requested that this item be tabled as she did not receive the documents expected. Shay noted that Blaine County would be having an Area of City Impact meeting on June 11, 2020 that would be livestreamed. Cappel requested that Shay provide the Council with the log in information. Goldman motion to table the discussion. Johnson seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.
8. Council Discussion: First Amendment to Strahorn Planned Unit Development Agreement – Updated Water System Specifications. Jim Laski, Attorney for Strahorn Partners gave a presentation to the Council and noted that the change was to water booster system specifications previously approved as the engineers had found a better solution. Davis requested a determination if a new public hearing was required for this type of change. Allington noted that this type of change did not require re-opening the application and a new public hearing was not required. Jeff Loomis, Engineer for Strahorn Partners gave the Council details on the changes to the water booster station. Goldman motioned to approve the amendment. Johnson seconded. Roll call vote results: Mahoney- yes, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.
9. Discussion on the use of facemasks and Bellevue’s construction guidelines, with potential action to amend guidelines. Burns noted that the discussion would focus on reopening City Hall. Shay requested that a handwash station be installed on the first floor as Clear Creek has units in stock that would cost \$120 per month and that no meetings occur on the second floor. Brown asked Edwards if having meetings in the Council Chambers would interrupt the Clerk/Treasurer’s office. Edwards noted that she had no problem with meetings occurring in the Council Chambers, but closing the second floor if the main door was reopened would direct all traffic towards her staff which not be fair nor right in the current COVID19 environment, exposing the Clerk/Treasurer’s staff at a higher level than other departments and would result in her staff having to police entrants as to mask wearing or handwashing. Edwards noted that the walk-up payment window was working great for her staff and provided protection. The Council agreed and directed Edwards to keep the walk-up window payment in operation. The Council noted that an appointment system needed to be established to allow meetings to occur in the Chambers by departments who required same. Davis suggested installing a Ring device to allow entry into the building. Edwards suggested installing a City phone extension outside the main door so that visitors could reach their party for entry. Brown motioned to approve the installation of a handwashing station and to have a soft reopen of City Hall by appointment only. Goldman seconded. Roll call vote results:

Mahoney- not present, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes.
Motion passed.

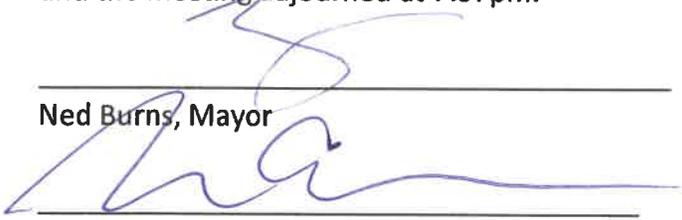
- 10. Council Discussion on Request for Approval of 1) Adding An Additional Little Free Library (LFL) in O'Donnell Park for summer 2020; and 2) The Installation of a Story Walk in O'Donnell Park for summer 2020 after the park reopens.** Gearhart noted that she was excited to have the Library partner with the Crisis Hotline for the event on Sunday May 31 and asked for volunteers. 1) Adding An Additional Little Free Library (LFL) in O'Donnell Park for summer 2020. Gearhart conveyed that the Bellevue School requested to partner with the Library to add another Little Free Library (LFL) in O'Donnell Park. The school will fund construction and help in restocking materials. Suwanrit suggested placing near the snack shed to avoid car traffic. Goldman requested COVID19 signage that use is 'at your own risk' be installed. Gearhart noted that the Library already follows standard guidance that returned Library materials are quarantined for five (5) days before being re-released to circulation, but since the materials in the LFL kiosks are not part of the Library's inventory, they would not be under her control to sanitize and quarantine. Gearhart added that she and Davis were working together on a grant to add more Spanish language books to the main inventory. Cappel motioned to approve the installation of an LFL in O'Donnell Park. Johnson seconded. Roll call vote results: Mahoney- not present, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

2) The Installation of a Story Walk in O'Donnell Park for summer 2020 after the park reopens. Gearhart explained the concept behind installing a story walk in the park. Cappel asked about costs and Gearhart noted that the expense would be minimal and within her budget. The Council discussed safety issues and requested that Gearhart work with Suwanrit regrading placement. Goldman motioned to approve the Story Walk when the park reopens. Brown seconded. Roll call vote results: Mahoney- not present, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

- 11. City of Bellevue Notice of Award for Reuse Water System Improvements.** Suwanrit noted that the project needed to be completed due to permitting issues and the project received three (3) conforming bids. Suwanrit stated that Keller and Associates has worked with the low bid contractor in the past and that they are a known entity. Cappel, motioned to award the contract to JC Constructors, Inc. for \$282,200.00. Brown seconded. Roll call vote results: Mahoney- not present, Davis- yes, Goldman- yes, Brown- yes, Cappel- yes, Johnson-yes. Motion passed.

- 12. Executive Session to Discuss Personnel, Pending Litigation and/or Land Acquisition Pursuant to Idaho Code §74-206.** There was no executive session.

13. Adjournment. Cappel motioned to adjourn. Davis seconded. All in favor. The motion passed and the meeting adjourned at 7:57pm.



Ned Burns, Mayor

Marian Edwards, City Clerk/Treasurer