



# Rathdrum

## City Council Agenda

October 12, 2016

6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261

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**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

- 1) CALL THE MEETING TO ORDER**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) AMENDMENTS TO THE AGENDA**
- 5) CONSENT CALENDAR APPROVAL**
  - A) Regular Council Minutes of September 14, 2016
  - B) Special Council Minutes of September 19, 2016
  - C) Regular and Special Bills as presented
  - D) Acceptance Of 1-Acre Of Land And Easements For New Sh41 Water Production Well
  - E) Accept the Spiker & Mandere, LLC water meter easement
- 6) CEREMONIES AND REPORTS**
  - A) Idaho Chiefs of Police Association (ICOPA) re-accréditation
  - B) Pancreatic Cancer Proclamation
  - C) Breast Cancer Awareness Proclamation
  - D) Veterans Proclamation
- 7) VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3 minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting,**

if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.

**8) PUBLIC HEARINGS**

**9) OLD BUSINESS**

**10) NEW BUSINESS**

**11) STAFF REPORTS**

- Finance Reporting
- Park and Recreation Reporting
- Police Reporting
- Public Works Reporting
- City Administrator Calendaring

**12) MAYOR'S REPORT/APPOINTMENTS**

- A) Appointment of Mark Gorton to the Planning and Zoning Commission

**13) COUNCIL REPORTS**

**14) OPEN MEETING TRAINING**

**15) ADJOURN**

**Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours' notice prior to the meeting.**



# *City of Rathdrum Council Meeting*

September 14, 2016

## *Executive Agenda Summary*

**TO:** Mayor Vic Holmes  
Council President Fred Meckel  
Councilors Paula Laws, Darrell Rickard and Debbie Holmes

**FROM:** Leon Duce, City Administrator

**CC:** Department Heads

### *5. Consent Calendar*

- A. Regular Council Minutes of September 14, 2016– For your review
- B. Budget Hearing Minutes of September 19, 2016– For your review
- C. Regular and Special Bills as presented– For your review
- D. Accept Highway 41 well property Agreement – This item will accept the donation so that we can continue forward with drilling the new water production well.
- E. Accept the Spiker & Mandere, LLC water meter easement – This agreement will allow the City an easement off of Ohio for the purpose of vehicular and pedestrian acces to inspect and maintain water service meters.

### *6. Ceremonies & Reports*

- A. Idaho Chiefs of Police Association re-accreditation – An inspection was done on the Rathdrum PD and they have been re-accredited. The PD was in compliance with all accreditation standards.
- B. Pancreatic Cancer Proclamation – This proclamation will name November 17 as World Pancreatic Cancer Day
- C. Breast Cancer Awareness Proclamation – This proclamation will name the month of October as Breast Cancer Awareness Month

- D. Veterans Proclamation – This proclamation will name the month of November as a month of Support and Recognition of our Veterans.

***7. Visitors Comments***

***8. Public Hearings***

***9. Old Business***

***10. New Business***

***11. Staff Reports***

- A. Finance Reporting – See report in Packet
- B. Park and Recreation Reporting – See report in Packet
- C. Police Reporting – See report in Packet
- D. Public Works Reporting – See report in Packet
- E. City Administrator Calendaring – See Calendar in Packet

***12. Mayor's Report / Appointments***

- A. Appointment of Mark Gorton to the Planning and Zoning Commission – See application in Packet

***13. Council Reports***

***14. Open Meeting Training***

I will provide a brief training on the Open Meeting Law.

***15. Adjourn***



October

# CALENDAR

## October – 2016



Oct 12	6:00 pm	Council Meeting
Oct 13	10:30 am	Senior Center Meeting
Oct 13	1:30 pm	KMPO
Oct 14	8:00 am	Council Payday
Oct 19	6:00 pm	Planning and Zoning
Oct 20	12:00 pm	Chamber Luncheon
Oct 25	8:00 am	KCATT
Oct 25	6:00 pm	Park & Recreation
Oct 26	5:00 pm	Cemetery Commission
Oct 29	4:00 pm	Trunk or Treat Event
Nov 01	7:00 am	Jobs Plus
Nov 02	7:00 pm	Historical Society – Old Jail
Nov 09	6:00 pm	Council Meeting

*October is the fallen leaf, but it is also a wider horizon more clearly seen. It is the distant hills once more in sight, and the enduring constellations above them once again.*

**Hal Borland**



# Rathdrum

## City Council Minutes

September 14, 2016

6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261



**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

### 1) CALL THE MEETING TO ORDER

Meeting called to order at 6:02 pm

### 2) PLEDGE OF ALLEGIANCE

### 3) ROLL CALL

**PRESENT:** Councilor Meckel, Councilor Rickard, Councilor Holmes and Mayor Holmes.

**ABSENT:** Councilor Laws

**STAFF:** City Administrator Duce, City Engineer/Public Works Director Jump, City Clerk Halligan, Park & Rec Director Singer, Interim Police Chief McLean and City Attorney Cafferty.

### 4) AMENDMENTS TO THE AGENDA

Mayor Holmes stated that we will be removing 5G from the Consent Calendar because it is not ready at this time.

### 5) CONSENT CALENDAR APPROVAL

A) Regular Council Minutes of August 10, 2016

B) Budget Hearing Minutes of August 17, 2016

- C) Regular Council Minutes of September 7, 2016
- D) Regular and Special Bills as presented
- E) Reject Coverage under the Terrorism Risk Insurance Act
- F) Award Bid to BCR Land Services for Barrett Rd Right-of Way Clearing
- G) Accept Highway 41 well property Project
- H) Accept Agreement for Centerline Striping LLC

City Administrator Duce gave a brief overview of the Consent Calendar.

Councilor Meckel made a MOTION to accept the consent calendar with A thru F and H excluding letter G. Motion seconded by Councilor Holmes.

**AYES:** Councilor Meckel  
 Councilor Holmes  
 Councilor Rickard

**NAYES:** None

**ABSENT:** Councilor Laws

Passed by all

**6) CEREMONIES AND REPORTS**

Mayor Holmes stated that he would like to say that we have a dignitary in the audience. Mayor Steve Roberge of Dalton Garden is in the audience tonight, he will also be a presenter in the visitor’s comments. We also have our newly retired Mark Worthen is also in the audience.

**7) VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3 minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.**

Steve Roberge  
 6488 N 4<sup>th</sup> St  
 Dalton Gardens, Id

I am also the district manager of Waste Management of Idaho. We will offer offering residential trash and recycling services to your Residents starting October 10, which is our target date.

We will be sending out flyers to all the residents in town.

## 8) PUBLIC HEARINGS

### A) Proposed Increase to Sewer Fees

City Administration Duce gave the presentation on the proposed increase to Sewer Fees.

Increases consist of:

- Post Falls' portion + \$2.67
- Rathdrum's portion + \$0.68
- Total sewer increase + \$3.35
- New base rate is \$54.85
- New overage rate is \$9.14 per thousand
- New Cap fee
  - Post Falls' portion - \$4,418.23 (3.19% increase)
  - Rathdrum's portion - \$3891.00 (0% increase)
  - Total \$8,309.23

Mayor Holmes opened the public hearing.

#### **Opposing:**

None

#### **Neutral:**

None

#### **In Support:**

None

Mayor Holmes closed the public hearing.

Councilor Meckel made a MOTION to adopt the sewer resolution fee number 276 as presented. Motion seconded by Councilor Rickard.

**AYES:** Councilor Meckel  
Councilor Rickard  
Councilor Holmes

**NAYES:** None  
**ABSENT:** Councilor Laws

Passed by all

**9) OLD BUSINESS**

**10) NEW BUSINESS**

A) Adoption of Sewer Fee Resolution

B) Adoption of Avista Zoning Ordinance

Councilor Holmes MOTION that the Avista Rezone Ordinance be placed on its first reading by title only, under suspension of the rules and to waiver its second and third readings. Motion seconded by Councilor Rickard.

**AYES:** Councilor Holmes  
Councilor Rickard  
Councilor Meckel

**NAYES:** None

**ABSENT:** Councilor Laws

Passed by all

Mayor then reads Ordinance by title only.

Councilor Holmes MOTION to adopt the Avista Rezone Ordinance and to publish by summary only & incorporate the title of the Ordinance into the body of the summary. Motion seconded by Councilor Meckel.

**AYES:** Councilor Holmes  
Councilor Meckel  
Councilor Rickard

**NAYES:** None

**ABSENT:** Councilor Laws

Passed by all

**11) STAFF REPORTS**

- Finance Reporting
- Park and Recreation Reporting
- Police Reporting
- Public Works Reporting

- City Administrator Calendaring
  - Reader Board is up and running. We are working on policy right now.
  - NIC Ribbon Cutting is Wednesday September 28<sup>th</sup> at 4:00 pm. We would like to see as many of you and staff there.

**12) MAYOR’S REPORT/APPOINTMENTS**

**A) Appointment of Sherry Tevis to the Cemetery Board**

Councilor Holmes made a MOTION to approve the Mayor’s appointment of Sherry Tevis to the Cemetery Board. Motion Meckel seconded by Councilor Meckel.

**AYES:** Councilor Meckel  
 Councilor Holmes  
 Councilor Richard

**NAYES:** None

**ABSENT:** Councilor Laws

Passed by all

**13) COUNCIL REPORTS**

**14) ADJOURN**

Meeting adjourned at 7:01 pm.

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**Vic Holmes, Mayor**

**Attest:**

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**Sherry L Halligan, City Clerk**

**Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours’ notice prior to the meeting.**



# Rathdrum

## Special City Council Minutes

September 19, 2016

6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261



**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

### 1) CALL THE MEETING TO ORDER

Meeting called to order at 6:00 pm

### 2) PLEDGE OF ALLEGIANCE

### 3) ROLL CALL

**PRESENT:** Councilor Meckel, Councilor Laws, Councilor Rickard, Councilor Holmes and Mayor Holmes.

**ABSENT:** None

**STAFF:** City Administrator Duce, City Engineer/Public Works Director Jump, City Clerk Halligan.

### 4) AMENDMENTS TO THE AGENDA

### 5) CONSIDER STATE-LOCAL AGREEMENT FOR INTERSECTION IMPROVEMENTS TO MEYER ROAD & BOEKEL ROAD

City Engineer/Public Works Director Jump gave a brief presentation.

Councilor Holmes made a MOTION to accept the agreement for Federal Aid Highway Project A103 (864) and authorize the Mayor and the City Clerk to execute the agreement on behalf of the City. Motion seconded by Councilor Laws.

**AYES:** Councilor Holmes  
Councilor Laws  
Councilor Meckel  
Councilor Rickard  
**NAYES:** None  
**ABSENT:** None

Passed by all

**6) CONSIDER FUNDING FOR INTERSECTION IMPROVEMENTS TO MEYER ROAD & BOEKEL ROAD**

Councilor Meckel made a MOTION to approve funding for the intersection improvements to Meyer Road and Boekel Road and authorize the Mayor and the City Clerk to execute the agreement on behalf of the City. Motion seconded by Councilor Laws.

**AYES:** Councilor Meckel  
Councilor Laws  
Councilor Rickard  
Councilor Holmes  
**NAYES:** None  
**ABSENT:** None

Passed by all

**7) ADJOURN**

Meeting adjourned at 6:15 pm

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**Vic Holmes, Mayor**

**Attest:**

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**Sherri L Halligan, City Clerk**

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## Report Criteria:

Detail report.  
Invoices with totals above \$0.00 included.  
Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-414-330</b>							
2815	VISA	LD9534SE16	Sep credit crd pymnt	09/27/2016	172.01	.00	
Total 10-414-330:					172.01	.00	
<b>10-414-470</b>							
2815	VISA	LD9534SE16	Sep credit crd pymnt	09/27/2016	66.00	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	293.00	.00	
Total 10-414-470:					359.00	.00	
<b>10-415-310</b>							
2440	STAPLES CREDIT PLAN	9744582387-0	Staples, lexar jump drive	09/29/2016	23.14	.00	
2815	VISA	LD9534SE16	Sep credit crd pymnt	09/27/2016	99.98	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	71.33	.00	
Total 10-415-310:					194.45	.00	
<b>10-415-320</b>							
2777	ULINE	80567710	First aid kits	09/27/2016	236.21	.00	
Total 10-415-320:					236.21	.00	
<b>10-415-470</b>							
2815	VISA	LD9534SE16	Sep credit crd pymnt	09/27/2016	50.00	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	293.00	.00	
2815	VISA	SH0595SEP16	Gifts for ICCTFOA Conf	09/27/2016	20.62	.00	
Total 10-415-470:					363.62	.00	
<b>10-415-510</b>							
259	B & C TELEPHONE INC	SPO-066057/2	Changed greeting	04/14/2016	18.17	.00	
259	B & C TELEPHONE INC	SPO-067140/2	Changes to extension	04/28/2016	36.33	.00	
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -CH	09/25/2016	103.92	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	93.98	.00	
Total 10-415-510:					252.40	.00	
<b>10-415-760</b>							
865	GREAT SPACES	6092	Leon's desk	09/19/2016	761.99	.00	
Total 10-415-760:					761.99	.00	
<b>10-415-890</b>							
2815	VISA	SH0595SEP16	Laptop cases	09/27/2016	18.02	.00	
Total 10-415-890:					18.02	.00	
<b>10-416-429</b>							
280	BILLING SYSTEMS of IDAHO	0043	Pre-collect fee	09/06/2016	3.00	.00	
Total 10-416-429:					3.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-419-540</b>							
543	CREATIVE TOUCH FLORAL	92916	Flowers Staci	09/29/2016	40.00	.00	
Total 10-419-540:					40.00	.00	
<b>10-419-690</b>							
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	9.00	.00	
Total 10-419-690:					9.00	.00	
<b>10-421-310</b>							
1240	J.THAYER COMPANY, INC	1082356-0	Desk, sorter ,monitor riser	09/29/2016	83.98	.00	
Total 10-421-310:					83.98	.00	
<b>10-421-325</b>							
290	BLUMENTHAL UNIFORMS & EQ	006088725	Womens stealth force	09/20/2016	118.72	.00	
290	BLUMENTHAL UNIFORMS & EQ	006103382	Boots	09/22/2016	175.00	.00	
290	BLUMENTHAL UNIFORMS & EQ	006103383	taclite pants	09/22/2016	54.34	.00	
290	BLUMENTHAL UNIFORMS & EQ	006111573	Boots	09/23/2016	159.95	.00	
290	BLUMENTHAL UNIFORMS & EQ	006130822	Boots	09/27/2016	152.08	.00	
290	BLUMENTHAL UNIFORMS & EQ	006139466	Boots	09/28/2016	156.49	.00	
290	BLUMENTHAL UNIFORMS & EQ	006139467	Boots	09/28/2016	149.99	.00	
736	FIRST RESPONDERS	57474	Pants	09/28/2016	128.50	.00	
Total 10-421-325:					1,095.07	.00	
<b>10-421-326</b>							
1539	PROFORCE LAW ENFORCEME	287549	Rifle sights	09/28/2016	5,835.90	.00	
Total 10-421-326:					5,835.90	.00	
<b>10-421-423</b>							
1578	LexisNexis Matthew Bender	86715755	ID code Citator	09/22/2016	132.10	.00	
Total 10-421-423:					132.10	.00	
<b>10-421-470</b>							
2815	VISA	TM0603SEP16	Sep credit crd pymnt	09/27/2016	646.38	.00	
Total 10-421-470:					646.38	.00	
<b>10-421-510</b>							
2704	TRANSUNION RISK ALTERNATI	3005511SEP16	Comp report	09/30/2016	25.00	.00	
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -PD	09/25/2016	787.83	.00	
Total 10-421-510:					812.83	.00	
<b>10-421-520</b>							
920	NORTHWEST WASTE & RECYC	69X00654	2yd fl 1xwk	09/30/2016	36.50	.00	
Total 10-421-520:					36.50	.00	
<b>10-421-610</b>							
1650	NAPA AUTO STORE, CDA, INC.	767038	Mirror adhesive	09/29/2016	5.52	.00	
Total 10-421-610:					5.52	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-421-796							
2271	ROYAL BUSINESS SYSTEMS-T	19456874	Copier	09/28/2016	228.96	.00	
	Total 10-421-796:				228.96	.00	
10-423-320							
2777	ULINE	80567710	First aid kits	09/27/2016	430.21	.00	
2815	VISA	KJ0839SEP16	Med supplies	09/27/2016	16.82	.00	
2815	VISA	KJ0839SEP16	Med supplies	09/27/2016	33.65	.00	
	Total 10-423-320:				480.68	.00	
10-423-510							
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -PW	09/25/2016	380.86	.00	
	Total 10-423-510:				380.86	.00	
10-423-520							
920	NORTHWEST WASTE & RECYC	69X00641	2yd fl 1xw	09/30/2016	36.50	.00	
	Total 10-423-520:				36.50	.00	
10-423-720							
710	FAIRWAY FLOOR & DESIGN CE	25852	New carpet in council chamber &	09/07/2016	7,982.59	.00	
2375	SMK CONSTRUCTION CO., INC.	10934	HVAC Preventive Maintenance	09/30/2016	220.00	.00	
2375	SMK CONSTRUCTION CO., INC.	10935	HVAC Preventive Maintenance	09/30/2016	344.00	.00	
	Total 10-423-720:				8,546.59	.00	
10-423-920							
2271	ROYAL BUSINESS SYSTEMS-T	19456875	Copier	09/28/2016	228.96	.00	
	Total 10-423-920:				228.96	.00	
10-425-470							
2815	VISA	KJ0839SEP16	Air fare to San Antonio	09/27/2016	427.96	.00	
	Total 10-425-470:				427.96	.00	
10-431-320							
1650	NAPA AUTO STORE, CDA, INC.	766246	Hyd hose fittings	09/21/2016	36.74	.00	
1650	NAPA AUTO STORE, CDA, INC.	766247	Hyd hose fittings	09/21/2016	21.96-	.00	
1650	NAPA AUTO STORE, CDA, INC.	766250	Hyd hose fittings	09/20/2016	14.78-	.00	
1830	OXARC, INC.	R440167	Acetylene	09/30/2016	11.05	.00	
2144	RATHDRUM TRADING POST HA	1609-053788	Tarp	09/30/2016	17.09	.00	
2815	VISA	KJ0839SEP16	Shelving	09/27/2016	364.62	.00	
	Total 10-431-320:				392.76	.00	
10-431-390							
2701	TRAFFIC SAFETY SUPPLY CO, I	117065	Pedestal base locking collar	08/08/2016	344.12	.00	
	Total 10-431-390:				344.12	.00	
10-431-429							
708	DAVID EVANS & ASSOCIATES	383802	Project RATH0000-0005 TRANS	09/23/2016	3,056.85	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-431-429:					3,056.85	.00	
<b>10-431-525</b>							
240	AVISTA UTILITIES	2756400000SE	Street lights	09/29/2016	6,356.92	.00	
1385	KOOTENAI ELECTRIC	1800084SEP1	Street lights	09/20/2016	76.00	.00	
Total 10-431-525:					6,432.92	.00	
<b>10-431-610</b>							
1650	NAPA AUTO STORE, CDA, INC.	767047	Mirror, anti freeze	09/29/2016	26.57	.00	
Total 10-431-610:					26.57	.00	
<b>10-431-740</b>							
200	ARROW CONSTRUCTION SUPP	181734	Cold patch	09/27/2016	356.80	.00	
494	COLE CONCRETE LLC	326	Curb & gutter	03/25/2016	1,610.75	.00	
Total 10-431-740:					1,967.55	.00	
<b>10-431-750</b>							
392	GREG WILLETTE	100316	Stripping	09/30/2016	18,607.44	.00	
Total 10-431-750:					18,607.44	.00	
<b>10-435-310</b>							
2440	STAPLES CREDIT PLAN	9744345682	Office supplies	09/23/2016	19.99	.00	
2440	STAPLES CREDIT PLAN	9744411589	Supplies	09/26/2016	41.56	.00	
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	180.92	.00	
Total 10-435-310:					242.47	.00	
<b>10-435-315</b>							
2440	STAPLES CREDIT PLAN	9744604081	VGA video	09/29/2016	36.38	.00	
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	5.95	.00	
Total 10-435-315:					42.33	.00	
<b>10-435-330</b>							
960	HICO COUNTRY STORE, INC.	108717	Sept fuel PR	09/23/2016	43.29	.00	
960	HICO COUNTRY STORE, INC.	108718	Sept fuel PR	09/27/2016	35.01	.00	
960	HICO COUNTRY STORE, INC.	108719	Sept fuel PR	09/27/2016	53.81	.00	
Total 10-435-330:					132.11	.00	
<b>10-435-510</b>							
787	FRONTIER	2086872399SE	Tele	09/25/2016	287.40	.00	
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -PR	09/25/2016	239.36	.00	
Total 10-435-510:					526.76	.00	
<b>10-435-520</b>							
240	AVISTA UTILITIES	0030160000SE	Area light & electric	09/21/2016	30.43	.00	
240	AVISTA UTILITIES	0126820000SE	ELECTRIC	09/21/2016	62.84	.00	
240	AVISTA UTILITIES	2491230000SE	ELECTRIC	09/21/2016	10.30	.00	
240	AVISTA UTILITIES	3088650000SE	ELECTRIC	09/21/2016	95.52	.00	
240	AVISTA UTILITIES	3476550000SE	ELECTRIC	09/21/2016	42.58	.00	
240	AVISTA UTILITIES	3706340000SE	ELECTRIC	09/21/2016	13.78	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
240	AVISTA UTILITIES	3857440000SE	ELECTRIC	09/21/2016	43.28	.00	
240	AVISTA UTILITIES	4305510000SE	ELECTRIC	09/21/2016	11.19	.00	
240	AVISTA UTILITIES	4552300000SE	Area light & electric	09/21/2016	154.78	.00	
240	AVISTA UTILITIES	5030160000SE	Area Light	09/21/2016	30.43	.00	
240	AVISTA UTILITIES	5323310000SE	ELECTRIC	09/21/2016	10.40	.00	
240	AVISTA UTILITIES	9027800000SE	ELECTRIC	09/21/2016	20.23	.00	
1370	KOOTENAI COUNTY SOLID WA	85115AUG16	Refuse cart	09/19/2016	16.00	.00	
Total 10-435-520:					541.76	.00	
<b>10-435-720</b>							
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	119.00	.00	
Total 10-435-720:					119.00	.00	
<b>10-435-890</b>							
2440	STAPLES CREDIT PLAN	9744345682	Computer/monitor & stand	09/23/2016	254.97	.00	
Total 10-435-890:					254.97	.00	
<b>10-435-910</b>							
2271	ROYAL BUSINESS SYSTEMS-T	19428810	Copier	09/23/2016	135.73	.00	
Total 10-435-910:					135.73	.00	
<b>10-438-315</b>							
2518	SUPER ONE FOODS	04-1080933	Supplies	09/22/2016	28.39	.00	
Total 10-438-315:					28.39	.00	
<b>10-438-320</b>							
461	COEUR D'ALENE HONDA	92716	Honda trimmer	09/27/2016	379.00	.00	
471	COEUR D'ALENE POWER SPOR	181918	Fuel cap	09/27/2016	65.70	.00	
1530	LOWE'S COMPANIES, INC	08799	Passage lur polo	09/27/2016	13.28	.00	
2144	RATHDRUM TRADING POST HA	1609-052383	Power bit, wood screws	09/23/2016	16.31	.00	
2144	RATHDRUM TRADING POST HA	1609-052997	Wood screws	09/26/2016	22.49	.00	
2144	RATHDRUM TRADING POST HA	1609-053245	Screws	09/27/2016	7.20	.00	
2328	SERIGHT'S ACE HARWARE 3	1647/3	Key schlage	09/27/2016	5.37	.00	
2328	SERIGHT'S ACE HARWARE 3	1649/3	Key	09/28/2016	5.37	.00	
2518	SUPER ONE FOODS	09-747932	Supplies	09/30/2016	20.97	.00	
Total 10-438-320:					535.69	.00	
<b>10-438-330</b>							
960	HICO COUNTRY STORE, INC.	108713	Sept fuel PR	09/19/2016	14.80	.00	
960	HICO COUNTRY STORE, INC.	108714	Sept fuel PR	09/20/2016	24.73	.00	
960	HICO COUNTRY STORE, INC.	108715	Sept fuel PR	09/21/2016	67.71	.00	
960	HICO COUNTRY STORE, INC.	108716	Sept fuel PR	09/22/2016	25.67	.00	
Total 10-438-330:					132.91	.00	
<b>10-438-360</b>							
2144	RATHDRUM TRADING POST HA	1609-053131	Bushings	09/26/2016	51.46	.00	
2144	RATHDRUM TRADING POST HA	1609-053357	Staples	09/28/2016	24.98	.00	
2144	RATHDRUM TRADING POST HA	1609-053555	Nails, coupling	09/29/2016	13.00	.00	
Total 10-438-360:					89.44	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-438-600</b>							
1080	IDAHO FENCE COMPANY, INC.	35846	Fence material & installation	09/22/2016	500.00	.00	
2144	RATHDRUM TRADING POST HA	1609-050817	Fertilizer	09/15/2016	59.98	.00	
Total 10-438-600:					559.98	.00	
<b>10-438-620</b>							
1505	LES SCHWAB TIRES	12700165794	Repairs # 69	09/16/2016	286.55	.00	
Total 10-438-620:					286.55	.00	
<b>10-439-520</b>							
240	AVISTA UTILITIES	2180110000SE	ELECTRIC	09/21/2016	10.90	.00	
240	AVISTA UTILITIES	7852400000SE	ELECTRIC	09/21/2016	21.42	.00	
Total 10-439-520:					32.32	.00	
<b>10-439-610</b>							
1650	NAPA AUTO STORE, CDA, INC.	767047	Mirror, anti freeze	09/29/2016	54.84	.00	
Total 10-439-610:					54.84	.00	
<b>10-440-320</b>							
2777	ULINE	80567710	First aid kits	09/27/2016	207.21	.00	
Total 10-440-320:					207.21	.00	
<b>10-440-480</b>							
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	226.00	.00	
Total 10-440-480:					226.00	.00	
<b>10-440-600</b>							
2144	RATHDRUM TRADING POST HA	1609-052089	Spring snap link	09/21/2016	4.12	.00	
2244	RODDA PAINT CO	45139865	Field paint	09/22/2016	196.00	.00	
Total 10-440-600:					200.12	.00	
<b>10-440-700</b>							
2760	UNDERGROUND EXPRESSION	66324	Shirts	09/16/2016	307.00	.00	
2760	UNDERGROUND EXPRESSION	66629	Shirts	09/30/2016	114.75	.00	
Total 10-440-700:					421.75	.00	
<b>10-440-710</b>							
1041	ILLUSTRATED BUSINESS CARD	13513	Halloween Banner	09/22/2016	384.00	.00	
2440	STAPLES CREDIT PLAN	9744411589	Supplies	09/26/2016	37.79	.00	
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	307.97	.00	
Total 10-440-710:					729.76	.00	
<b>10-440-800</b>							
2815	VISA	ES1391SEP16	Sept credit crd pymnt	09/29/2016	305.45	.00	
Total 10-440-800:					305.45	.00	
<b>15-400-300</b>							
463	COEUR D'ALENE PAVING INC	17011	3/4' base	09/13/2016	26.70	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
463	COEUR D'ALENE PAVING INC	17025	3/4' base	09/14/2016	168.94	.00	
463	COEUR D'ALENE PAVING INC	17380	Finished grade & paved paths per	09/30/2016	12,113.15	.00	
540	COUNTRY LOCK & KEY, INC.	100888	Locks	09/27/2016	79.60	.00	
561	DANIELS LANDSCAPING SUPP	2016-3468	3/4 base	09/19/2016	32.00	.00	
561	DANIELS LANDSCAPING SUPP	2016-3504	Basalt chip	09/28/2016	60.00	.00	
561	DANIELS LANDSCAPING SUPP	2016-3515	3/4 base	09/30/2016	32.00	.00	
830	GIBBS LUMBER LLC	10169679	Fir & larch	09/19/2016	243.14	.00	
830	GIBBS LUMBER LLC	10169680	Pressure treated lumber	09/19/2016	10.80	.00	
830	GIBBS LUMBER LLC	10169685	Sill sealer	09/19/2016	4.85	.00	
830	GIBBS LUMBER LLC	10169690	Door	09/26/2016	321.75	.00	
830	GIBBS LUMBER LLC	10169763	OSB	09/22/2016	137.03	.00	
830	GIBBS LUMBER LLC	10169796	OSB & fir & larch	09/23/2016	487.23	.00	
830	GIBBS LUMBER LLC	10169797	Roofing felt	09/23/2016	24.00	.00	
830	GIBBS LUMBER LLC	10169838	Barricade	09/25/2016	105.00	.00	
1770	NORTH IDAHO SPRINKLERS, LL	31670	Irrigation system @ Majestic Park	08/22/2016	12,000.00	.00	
1780	NORTHLAND NURSERY	213087	planting mix	09/15/2016	384.00	.00	
1780	NORTHLAND NURSERY	213201	Chain lock	09/19/2016	40.00	.00	
1787	NORTHWEST BUILDING COMP	2016-1846	Truss pkg	09/22/2016	171.00	.00	
2144	RATHDRUM TRADING POST HA	1462	Auger rental	09/23/2016	50.00	.00	
2144	RATHDRUM TRADING POST HA	1609-052060	Rental for plate compactor	09/21/2016	30.00	.00	
2144	RATHDRUM TRADING POST HA	1609-052339	Landscape fabric	09/23/2016	53.34	.00	
2257	ROLLED STEEL PRODUCTS, IN	237862	Roofing	09/30/2016	591.35	.00	
2328	SERIGHT'S ACE HARWARE 3	1639/3	Galv nipple	09/26/2016	12.84	.00	
2947	ZIEGLER LUMBER COMPANY	1017-051668	Soffit	09/27/2016	49.50	.00	
Total 15-400-300:					27,228.22	.00	
<b>40-400-500</b>							
2815	VISA	LD9534SE16	Sep credit crd pymnt	09/27/2016	48.68	.00	
Total 40-400-500:					48.68	.00	
<b>60-434-310</b>							
2440	STAPLES CREDIT PLAN	9744582387-0	Staples, lexar jump drive	09/29/2016	23.14	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	71.29	.00	
Total 60-434-310:					94.43	.00	
<b>60-434-470</b>							
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	293.00	.00	
2815	VISA	SH0595SEP16	Gifts for ICCTFOA Conf	09/27/2016	20.62	.00	
Total 60-434-470:					313.62	.00	
<b>60-434-510</b>							
259	B & C TELEPHONE INC	SPO-066057/2	Changed greeting	04/14/2016	18.17	.00	
259	B & C TELEPHONE INC	SPO-067140/2	Changes to extension	04/28/2016	36.33	.00	
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -CH	09/25/2016	103.92	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	93.97	.00	
Total 60-434-510:					252.39	.00	
<b>60-434-760</b>							
865	GREAT SPACES	6092	Leon's desk	09/19/2016	761.99	.00	
Total 60-434-760:					761.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>60-434-890</b>							
2815	VISA	SH0595SEP16	Laptop cases	09/27/2016	18.01	.00	
Total 60-434-890:					18.01	.00	
<b>60-436-320</b>							
2144	RATHDRUM TRADING POST HA	1609-053199	Galv coupling	09/27/2016	10.04	.00	
2144	RATHDRUM TRADING POST HA	1609-053219	Galv nipple	09/27/2016	6.81	.00	
2144	RATHDRUM TRADING POST HA	1609-053572	Galv coupling	09/29/2016	8.09	.00	
2144	RATHDRUM TRADING POST HA	1609-053635	Tube, hose repair	09/29/2016	12.78	.00	
2815	VISA	KJ0839SEP16	Shelving	09/27/2016	364.63	.00	
Total 60-436-320:					402.35	.00	
<b>60-436-610</b>							
1650	NAPA AUTO STORE, CDA, INC.	767153	Switch for '94' S-10	09/30/2016	15.39	.00	
Total 60-436-610:					15.39	.00	
<b>60-436-735</b>							
735	FILTRATION TECHNOLOGY INC	7191	MIOX temp sensor	09/27/2016	549.88	.00	
Total 60-436-735:					549.88	.00	
<b>61-434-310</b>							
2440	STAPLES CREDIT PLAN	9744582387-0	Staples, lexar jump drive	09/29/2016	23.13	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	71.29	.00	
Total 61-434-310:					94.42	.00	
<b>61-434-470</b>							
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	293.00	.00	
2815	VISA	SH0595SEP16	Gifts for ICCTFOA Conf	09/27/2016	20.62	.00	
Total 61-434-470:					313.62	.00	
<b>61-434-510</b>							
259	B & C TELEPHONE INC	SPO-066057/2	Changed greeting	04/14/2016	18.16	.00	
259	B & C TELEPHONE INC	SPO-067140/2	Changes to extension	04/28/2016	36.34	.00	
2810	VERIZON WIRELESS, BELLEVU	9772646006	Cell phones -CH	09/25/2016	103.93	.00	
2815	VISA	MT9211SEP16	Sep credit crd pymnt	09/27/2016	93.97	.00	
Total 61-434-510:					252.40	.00	
<b>61-434-760</b>							
865	GREAT SPACES	6092	Leon's desk	09/19/2016	761.98	.00	
Total 61-434-760:					761.98	.00	
<b>61-434-890</b>							
2815	VISA	SH0595SEP16	Laptop cases	09/27/2016	18.01	.00	
Total 61-434-890:					18.01	.00	
<b>61-435-770</b>							
11	SARGENT, BRETT R.	56778	Camera service	09/29/2016	645.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 61-435-770:					645.00	.00	
<b>61-436-320</b>							
2144	RATHDRUM TRADING POST HA	1609-053635	Tube, hose repair	09/29/2016	12.78	.00	
2815	VISA	KJ0839SEP16	Shelving	09/27/2016	364.63	.00	
Total 61-436-320:					377.41	.00	
<b>63-400-600</b>							
2850	WELCH COMER & ASSOC., INC.	2016651	New production well	09/30/2016	139.00	.00	
Total 63-400-600:					139.00	.00	
Grand Totals:					90,309.04	.00	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

# September CD Journal



<b>Date</b>	<b>Ref No.</b>	<b>Payee or Description</b>	<b>GL No.</b>	<b>Account Title</b>	<b>Amount</b>
9/2/2016	13448	Stratton Land Services- Water Account Refund	01-107500	CASH CLEARING - UTILITY	608.00
9/6/2016	13449	Shawna Andres- Soccer Refund	10-370-210	RECREATION FEES	23.00
9/6/2016	13450	Shawna Andres- Soccer Refund	10-370-210	RECREATION FEES	23.00
9/6/2016	13451	Michelle Simpson- Soccer Refund	10-370-210	RECREATION FEES	23.00
9/6/2016	13452	Larry & Christina Lovell- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	39.94
9/6/2016	13453	Paula & Fleck Danley- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	8.70
9/6/2016	13454	James Scriba- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	115.43
9/6/2016	13455	Michael & Susan Riddle- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	37.92
9/6/2016	13456	Donna Halpin- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	26.20
9/6/2016	13457	David Foutz- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	84.25
9/6/2016	13458	Kenneth Hoyer- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	10.94
9/6/2016	13459	Amanda & Jeremy Nicholson- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	116.49
9/7/2016	13460	Dianne Hazuha- Park Cleanup Refund	10-370-700	PARK USER FEES	25.00
9/7/2016	13461	Ron Prim- Park Cleanup Refund	10-370-700	PARK USER FEES	25.00
9/7/2016	13462	Dawn Rumelchart- Park Cleanup Refund	10-370-700	PARK USER FEES	75.00
9/7/2016	13463	Leon Duce- Moving Expenses	10-414-110	SALARIES/CITY ADMINISTRATOR	638.26
9/7/2016	13464	ASCE Continuting Education- Seminar K. Jump	10-425-490	SCHOOLING	1,175.00
9/9/2016	13465	Don Arestad- Notary & Mailing Fees	63-400-600	NEW WELL DEVELOPMENT	20.00
9/9/2016	13466	Vicki Bird- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	73.50
9/9/2016	13467	Strong Utility Inc.- Pipe Push for Reader Board	40-400-650	ELECTRONIC READER BOARD	300.00
9/9/2016	13468	Sherri Halligan- Mileage HR Meetings	10-415-470	TRAVEL & MEETINGS	4.50
		Sherri Halligan- Mileage HR Meetings	60-434-470	TRAVEL & MEETINGS	4.50
		Sherri Halligan- Mileage HR Meetings	61-434-470	TRAVEL & MEETINGS	4.50
9/9/2016	13469	Tracey Throw- Bouncy House Purchase for Park & Rec	10-440-750	RECREATION SUPPLIES	75.00
9/12/2016	13470	AFLAC- September Premium	10-218200	AFLAC Payable	1,669.22
9/14/2016	13471	Verizon Wireless- Leon's Ipad	10-415-510	TELEPHONE & COMMUNICATIONS	13.34
		Verizon Wireless- Leon's Ipad	60-434-510	TELEPHONE & COMMUNICATIONS	13.34
		Verizon Wireless- Leon's Ipad	61-434-510	TELEPHONE & COMMUNICATIONS	13.33
9/15/2016	13472	Blue Line Training- OES Class- G. Hook	10-421-490	SCHOOLING	299.00
9/15/2016	13473	Heather Fessler- Per Diem ICCTFOA	10-415-470	TRAVEL & MEETINGS	30.67
		Heather Fessler- Per Diem ICCTFOA	60-434-470	TRAVEL & MEETINGS	30.67
		Heather Fessler- Per Diem ICCTFOA	61-434-470	TRAVEL & MEETINGS	30.66
9/15/2016	13474	Leon Duce- Per Diem ICCTFOA	10-414-470	TRAVEL & MEETINGS	92.00
9/15/2016	13475	Melissa Taylor- Per Diem ICCTFOA	10-415-470	TRAVEL & MEETINGS	30.67
		Melissa Taylor- Per Diem ICCTFOA	60-434-470	TRAVEL & MEETINGS	30.67
		Melissa Taylor- Per Diem ICCTFOA	61-434-470	TRAVEL & MEETINGS	30.66
9/15/2016	13476	Sherri Halligan- Per Diem ICCTFOA	10-415-470	TRAVEL & MEETINGS	30.67
		Sherri Halligan- Per Diem ICCTFOA	60-434-470	TRAVEL & MEETINGS	30.67
		Sherri Halligan- Per Diem ICCTFOA	61-434-470	TRAVEL & MEETINGS	30.66
9/19/2016	13477	Best Western Plus- Lodging for G. Hook	10-421-470	TRAVEL- MEALS & LODGING	334.80
9/19/2016	13478	Tomi McLean- Per Diem ICOPA	10-421-470	TRAVEL- MEALS & LODGING	102.00
9/19/2016	13479	VISA- Credit Card Payment- T.McLean	10-421-470	TRAVEL- MEALS & LODGING	26.04
		VISA- Credit Card Payment- T.McLean	10-421-325	UNIFORMS	357.14
9/19/2016	13480	Best Buy- 2 Police Computers	10-421-765	EQUIPMENT PURCHASE < 1,000	2,099.98
9/19/2016	13481	ITD- Grant Match- Meyer & Boekel Rd.	13-400-100	CIRCULATION EXPENSE	10,000.00
9/21/2016	13482	Intermountain Design Inc.- Chairs	10-415-755	EQUIPMENT PURCHASE < 1,000	646.67
		Intermountain Design Inc.- Chairs	60-434-755	EQUIPMENT PURCHASE <1,000	646.67
		Intermountain Design Inc.- Chairs	61-434-755	EQUIPMENT PURCHASE <1,000	646.66
9/21/2016	13483	Center for Education & Employment Law	10-421-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	254.95
9/27/2016	13484	Blue Sky Broadcasting- Special Events	10-440-710	SPECIAL EVENTS	300.00

# September CD Journal



<b>Date</b>	<b>Ref No.</b>	<b>Payee or Description</b>	<b>GL No.</b>	<b>Account Title</b>	<b>Amount</b>
9/27/2016	13485	Symbolants, LLC- Badge 324AZ State Seal	10-421-325	UNIFORMS	120.00
9/27/2016	13486	State of Idaho- Notaries & Trademarks	10-421-480	DUES/SUBSCRIPTIONS/MEMBERSHIPS	30.00
9/27/2016	13487	Trigger Control Training- Glock Magazines	10-421-326	FIREARMS SUPPLIES	383.70
9/27/2016	13488	Regence Blue Shield- October Premium	10-217500	HEALTH INSURANCE PAYABLE	30,744.13
9/27/2016	13489	ACI Northwest- Park Cleanup Refund	10-370-700	PARK USER FEES	75.00
9/27/2016	13490	City of Rathdrum- Dog Fine applied to wrong account- S. N	10-342-300	DOG FINES	50.00
9/28/2016	13491	Fleck & Paula Danley- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	71.05
9/28/2016	13492	COSTCO- Supplies for City BBQ	10-440-710	SPECIAL EVENTS	37.97
		COSTCO- Supplies for City BBQ	10-435-315	OFFICE EQUIPMENT	58.98
		COSTCO- Supplies for City BBQ	10-435-470	TRAVEL & MEETINGS	142.41
		COSTCO- Supplies for City BBQ	10-415-310	OFFICE SUPPLIES	51.88
		COSTCO- Supplies for City BBQ	60-434-310	OFFICE SUPPLIES	51.88
		COSTCO- Supplies for City BBQ	61-434-310	OFFICE SUPPLIES	51.88
9/28/2016	13493	Jonathon & Shauna Riebli- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	60.88
9/28/2016	13494	Jessica Telecky- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	139.68
9/28/2016	13495	Jessica & Jason Harsh- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	119.69
9/28/2016	13496	Steven Schlotter Beck- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	20.32
9/28/2016	13497	Dean & Virginia Talley- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	241.05
9/28/2016	13498	Arron Horn- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	43.38
9/28/2016	13499	John Morgan- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	25.13
9/28/2016	13500	Eric & Sarah Nave- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	108.74
9/28/2016	13501	Jake Dietz- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	40.79
9/28/2016	13502	Michelle Harsler- Credit Balance Refund	01-107500	CASH CLEARING - UTILITY	11.54
9/30/2016	13503	US Postal Service- September Utility Bills	10-415-370	POSTAGE	252.46
		US Postal Service- September Utility Bills	60-434-370	POSTAGE	252.46
		US Postal Service- September Utility Bills	61-434-370	POSTAGE	252.45
9/30/2016	13504	Travelers- Surety Bond	10-421-310	OFFICE SUPPLIES	50.00
9/30/2016	13505	Intermountain Design Inc.- Sherman Hunter Chair	10-423-760	EQUIPMENT PURCHASE > 1,000	485.00
9/30/2016	13507	Mickael Stevens- Supplies for Trunk or Treat	10-440-710	SPECIAL EVENTS	10.60
9/30/2016	13508	Donna Cooper- Supplies for Trunk or Treat	10-440-800	NEW PROGRAMS	90.92
					<b>55,402.24</b>

# Memo

To: City Council  
From: Kevin Jump  
CC:  
Date: October 6, 2016  
Re: SH41 Water Production Well

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We are working with Don Arestad for the acquisition of 1-acre of property for a new water well site (on west-side of SH41, across from "Welcome to Rathdrum" entry sign) and permanent easements for: 1.) ingress/egress to the well site; and 2.) water main extension to the new well site property.

Mr. Arestad has very generously offered to donate this property to the City of Rathdrum. Presently, we are awaiting receipt of a signed agreement, warranty deed and easements from Mr. Arestad.

I'm herein seeking Council's permission to accept the following, upon our receipt of them from Mr. Arestad. Your positive action will authorize Mayor Holmes to execute these documents and authorize the City Clerk to record them.

- Gift Agreement
- Warranty Deed
- Ingress/Egress and Water Easement

WATER PRODUCTION WELL PROPERTY, INGRESS/EGRESS EASEMENT and WATER  
MAIN EASEMENT GIFT AGREEMENT

This Agreement entered into between the city of Rathdrum, a municipal corporation, hereinafter CITY, 8047 W. Main St., Rathdrum, ID 83858, and Ragnar Arestad, a single man, P.O. Box 2646, Coeur d'Alene, ID 83816, and hereinafter referred to as ARESTAD.

WHEREAS, ARESTAD desires to convey to the CITY a parcel of property, ingress/egress easement and permanent easements for the use by the CITY for a municipal water production well, site access to the water production well and water lines, respectively. The water production property to be conveyed is described as follows:

**WATER PRODUCTION WELL**

That portion of the Northeast quarter of Section 12, Township 51 North, Range 5 West, Boise Meridian, Kootenai County, Idaho described as follows:

Commencing at the East quarter corner of said Section 12, thence along the south line of said northeast quarter, North 87°59'10" West 535.16 feet; thence North 02°00'50" East 50.00 feet to the **TRUE POINT OF BEGINNING:**

Thence continuing North 02°00'50" East 175.00 feet;

Thence parallel with said South line, South 87°59'10" East 249.00 feet;

Thence South 02°00'50" West 175.00 feet;

Thence parallel with said South line, North 87°59'10" West 249.00 feet to the **TRUE POINT OF BEGINNING:**

Containing 43,575 square feet or 1.000 acres more or less.

The ingress/egress easement to be conveyed is described as follows:

**INGRESS/EGRESS AND WATER EASEMENT  
(TO WATER PRODUCTION WELL)**

That portion of the Northeast quarter of Section 12, Township 51 North, Range 5 West, Boise Meridian, Kootenai County, Idaho described as follows:

Commencing at the East quarter corner of said Section 12, thence along the south line of said northeast quarter, North 87°59'10" West 50.28 feet to the westerly right of way of State Route 41, said point being the **TRUE POINT OF BEGINNING:**

Thence continuing North 87°59'10" West 484.87 feet;

Thence North 02°00'50" East 50.00 feet'

Thence parallel with said South line, South 87°59'10" East 484.07 feet to said Westerly right of way;

Thence along said Westerly right of way, South 01°05'30" West 50.01 feet to the **TRUE POINT OF BEGINNING.**

Containing 24,223 square feet or 0.556 acres more or less.

The permanent water easement to be conveyed is described as follows:

#### **WATER EASEMENT**

The east 30 feet of that portion of the northeast quarter of Section 12, Township 51 North, Range 5 West of the Boise Meridian lying westerly of the right-of-way for Highway 41 as created in a deed recorded with Kootenai County in Book 149 of Deeds at Page 490 on March 14, 1952, located in the City of Rathdrum, Kootenai County, Idaho.

Except the south 40 feet therefrom.

Containing 78,037 square feet, more or less. Public water transmission mains, placed within said easement, shall be constructed with a minimum soil cover of 7'-0" (84 inches). Further, the finished ground elevation above the public water transmission main shall be below the existing edge of pavement elevation of State Highway 41.

; and

WHEREAS, CITY desires to accept the water production well property, ingress/egress & water easement, and water easement and to cooperate with ARESTAD to obtain an appraisal of the property being gifted to the CITY and provide the documentation to reflect the nature and appraised value of the gift.

NOW THEREFORE, it is agreed as follows:

1. Property Appraisal. CITY has contracted with Morse & Company Real Estate Appraisers, a certified MAI appraiser, to determine the fair market value of the property being gifted. The choice of the appraiser was made at the sole discretion of ARESTAD.

CITY has provided ARESTAD a copy of the appraisal. The cost of services for the appraisal has been borne by the CITY with no reimbursement expectation from ARESTAD.

2. Use of Appraisal. The parties agree that the purpose for the appraisal is to determine the fair market value of the properties being gifted, and is not for the purpose of an eminent domain or inverse condemnation action. In the event that ARESTAD changes his mind about gifting the properties to the CITY and it becomes necessary to obtain an appraisal for conveyance of the properties to the CITY on any other terms, the parties agree that neither party will use the appraisal paid by CITY, as requested by ARESTAD pursuant to this agreement, unless agreed to by both parties.

3. Gift of Land. ARESTAD agrees that he will gift the Water Production Well property described in the recitals above to the CITY, in fee simple title free and clear of any encumbrances, to the CITY. The gift deed and gift easements will be delivered to the CITY as soon as possible, but no later than October 15, 2016.

ARESTAD represents that this gift is being made by him freely and that the CITY has not coerced him to make this gift or provided any consideration to ARESTAD for the gift, other than what has been set forth herein.

4. Gift Acknowledgment. CITY agrees, to the extent allowed by law, to execute the Internal Revenue forms presented by ARESTAD to acknowledge the receipt of the gift by the CITY, so long as the documents do not require the CITY to independently determine the dollar amount of the value of the gift or misrepresent the nature of the gift. The parties recognize that the CITY does not employ city staff that have the expertise to either independently determine the fair market value of the property or to confirm the accuracy of the appraisal.

5. Tax Ramifications. ARESTAD acknowledges that the CITY has not made any representations to him as to the tax ramifications relating to this gift. ARESTAD has consulted with his own attorney and tax advisers and has relied solely on their advice.

Dated this \_\_\_ day of \_\_\_\_\_, 2016.

RAGNAR ARESTAD

CITY OF RATHDRUM

\_\_\_\_\_  
ARESTAD

\_\_\_\_\_  
Vic Holmes, Mayor

ATTEST:

\_\_\_\_\_  
Sherri Halligan, City Clerk



## WARRANTY DEED

RAGNAR ARESTAD, a single man, hereinafter called the Grantor, for good and valuable consideration, the receipt of which is hereby acknowledged, hereby grant, bargain, sell and convey unto the CITY OF RATHDRUM, Kootenai County, State of Idaho, a municipal corporation, whose address is 8047 W. Main Street, Rathdrum, Idaho 83858, hereinafter called the Grantee, the following described premises situated in Kootenai County, Idaho, to wit:

Kootenai County Parcel #R-0000-012-1300:

That portion of the Northeast quarter of Section 12, Township 51 North, Range 5 West, Boise Meridian, Kootenai County, Idaho described as follows:

Commencing at the East quarter corner of said Section 12, thence along the south line of said northeast quarter, North 87°59'10" West 535.16 feet; thence North 02°00'50" East 50.00 feet to the **TRUE POINT OF BEGINNING:**

Thence continuing North 02°00'50" East 175.00 feet;

Thence parallel with said South line, South 87°59'10" East 249.00 feet;

Thence South 02°00'50" West 175.00 feet;

Thence parallel with said South line, North 87°59'10" West 249.00 feet to the **TRUE POINT OF BEGINNING:**

Containing 43,575 square feet or 1.000 acres more or less.

Together with and subject to easements, rights-of-way, covenants, reservations and restrictions of record or in view.

TOGETHER WITH all improvements, water, ditches, ditch rights, easements, hereditaments and appurtenances thereto, if any.

**TO HAVE AND TO HOLD**, the said premises, and their appurtenances unto the said Grantee and to the Grantee's heirs and assigns forever. Grantor, for himself and his heirs and assigns, do hereby covenant to and with the said Grantee, its successors and assigns, that (1) the Grantor is the owner in fee simple of said premises; (2) Grantor has the right to convey the premises; (3) the premises are free from all liens and encumbrances; (4) Grantor warrants and will defend the quiet and peaceable possession of the premises by the Grantee, its heirs and assigns forever, against all lawful claims whatsoever.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
RAGNAR ARESTAD, GRANTOR

STATE OF IDAHO )

:SS

County of Kootenai )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, a Notary for the state of Idaho, personally appeared RAGNAR ARESTAD, a single man, known, or identified to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereto set my hand and affixed my official seal the date and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for the state of Idaho  
Residing at:  
Commission Expires:

Recording Requested By and  
When Recorded Return to:

City of Rathdrum  
8047 W. Main Street  
Rathdrum, ID 83858

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

## GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that **RAGNAR ARESTAD**, Grantor, as a gift and without economic consideration, does hereby grant and convey unto the **CITY OF RATHDRUM**, a municipal corporation, Kootenai County, state of Idaho, whose address is 8047 W. Main Street, Rathdrum, Idaho 83858 (hereinafter "Grantee"), a perpetual water utility easement and the right of ingress and egress to Grantee's water utility infrastructure, as set forth herein, for the purpose of installation and maintenance of underground water utilities, over the property described in Exhibit "A" and Exhibit "B", both of which are attached hereto and incorporated herein by reference.

TO HAVE AND TO HOLD such easement(s) as described above for the right to erect, construct, install and lay and thereafter use, operate and inspect, repair, maintain replace or remove water utilities, through the land described above.

This easement(s) shall run with the land and be binding on the heirs, representatives, successors, and assigns of Grantor with respect to the Easement(s), and shall inure to the benefit of the Grantee and its successors and assigns. Should the Easement(s) cease to be used for the above stated purposes, the Easement(s) shall automatically extinguish. Grantor shall not construct any buildings or structures over the Easement(s), unless Grantor can do so without interfering with the stated purpose of the Easement(s).

IN WITNESS WHEREOF, the undersigned have executed this Easement as of the Effective Date.

GRANTOR

By: \_\_\_\_\_  
Ragnar Arestad

STATE OF IDAHO            )  
  :SS  
County of Kootenai        )

On this \_\_\_ day of \_\_\_\_\_, 2016, before me, a Notary Public in and for said State of \_\_\_\_\_, personally appeared Ragnar Arestad, identified to me to be the person whose name are subscribed to the within instrument, and acknowledged to me that such executed the same.

IN WITNESS WHEREOF, I have hereto set my hand and affixed my official seal the date and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for the State of Idaho  
Residing at: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_

Acceptance of Grant of Easement:  
City of Rathdrum

By: \_\_\_\_\_  
Vic Holmes, Mayor

ATTEST:

\_\_\_\_\_  
Sherri Halligan, City Clerk

## Exhibit A

### City of Rathdrum Well Site Ingress/Egress and Water Easement (Ingress & Egress from State Highway 41)

That portion of the Northeast quarter of Section 12, Township 51 North, Range 5 West, Boise Meridian, Kootenai County, Idaho described as follows:

Commencing at the East quarter corner of said Section 12, thence along the south line of said northeast quarter, North 87°59'10" West 50.28 feet to the westerly right of way of State Route 41, said point being the **TRUE POINT OF BEGINNING**:

Thence continuing North 87°59'10" West 484.87 feet;

Thence North 02°00'50" East 50.00 feet'

Thence parallel with said South line, South 87°59'10" East 484.07 feet to said Westerly right of way;

Thence along said Westerly right of way, South 01°05'30" West 50.01 feet to the **TRUE POINT OF BEGINNING**.

Containing 24,223 square feet or 0.556 acres more or less.

## **Exhibit B**

### **City of Rathdrum Water Easement**

That portion of the Northeast quarter of Section 12, Township 51 North, Range 5 West, Boise Meridian, Kootenai County, Idaho described as follows:

The east 30 feet of that portion of the northeast quarter of Section 12, Township 51 North, Range 5 West of the Boise Meridian lying westerly of the right-of-way for Highway 41 as created in a deed recorded with Kootenai County in Book 149 of Deeds at Page 490 on March 14, 1952, located in the City of Rathdrum, Kootenai County, Idaho.

Except the south 40 feet therefrom.

Containing 78,037 square feet, more or less.

Recording Requested By and  
When Recorded Return to:

City of Rathdrum  
8047 W. Main Street  
Rathdrum, ID 83858

---

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

## ACCESS EASEMENT

This Access Easement (“Easement”) is made by and between **Spiker & Mandere, LLC**, whose address is 13964 N. Ohio Street, Rathdrum, Idaho 83858 (“Grantor”) and the **CITY OF RATHDRUM**, a municipal corporation organized pursuant to the laws of the state of Idaho, whose address is 8047 W. Main Street, Rathdrum, Idaho 83858 (“Grantee”). The “Effective Date” of this Easement shall be the date signed by the last party below.

### Recitals:

WHEREAS, Grantor is the owner of certain real property located in Kootenai County, Idaho, as described on Exhibit A and depicted on Exhibit B attached hereto and incorporated herein by reference (“Easement Area”); and

WHEREAS, Grantor desires to grant to Grantee, and Grantee desires to obtain, an easement across the Easement Area for vehicular and pedestrian access to inspect and maintain water service meters, based on the terms and conditions contained herein.

### Agreement:

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and Grantee hereby agree as follows:

1. **Grant and Use of Easements.** Grantor hereby grants and conveys to Grantee, its successors and assigns, a perpetual, non-exclusive easement for vehicular and pedestrian ingress and egress upon, over, under and across the Easement Area for the benefit of the Grantee to inspect and maintain water service meters. Grantor shall retain ownership of the water system and maintenance and repairs of the water system.

2. **Term.** The Easement shall run with the land and shall be binding upon the heirs, representatives, successors, and assigns of Grantor with respect to the Easement, and shall inure to the benefit of the Grantee and its successors and assigns with respect to inspection and maintenance of water service meters. Should the Easement cease to be used for the above stated purposes, the Easement shall automatically extinguish. Grantor shall not construct any buildings or structures over the Easement, unless Grantor can do so without interfering with the stated purpose of the Easement.

3. **Indemnification.** Grantor hereby agrees to indemnify and hold Grantee harmless from and against any and all claims for loss, injury, death and damage caused by or arising out of the use of the Easement Area by Grantee's respective employees, contractors, subcontractors, successors, assigns, licensees and invitees during the Term, including, without limitation, reasonable attorney's fees and costs that might be incurred in defending any such claims.

4. **Insurance and Taxes.** Grantor shall be responsible for insurance and taxes for the Easement Area.

5. **Modification.** This Easement embodies the final, entire agreement of the parties relating to its subject matter and supersedes any and all prior agreements, whether written or oral. This Easement may only be modified by a written instrument executed by all parties and recorded in the records of Kootenai County, Idaho.

6. **Severability.** If any provision of this Easement shall be judicially determined to be invalid, illegal or unenforceable in any respect, the remaining provisions of this Easement shall not be affected thereby and shall continue in full force and effect.

7. **Binding Effect.** All provisions of this Easement, including the benefits and burdens herein, shall run with the land and be binding upon the successors and assigns of Grantor and Grantee.

8. **No Public Right of Way or Benefit to Third Parties.** This Easement is not intended to confer any benefit upon the general public. This Easement is not intended to create, nor shall it be in any way interpreted as or construed to create third party beneficiary rights for or on behalf of any person who is not a party hereto.

9. **Attorneys' Fees.** The prevailing party in any dispute pursuant to the enforcement of this Easement shall be entitled to reasonable attorneys' fees.

10. **Counterparts.** Signatures may be executed in counterparts, and, if so, this Easement will be effective as if simultaneously executed.

11. **Recitals and Exhibits.** The recitals and exhibits to this Easement are hereby incorporated herein by reference and made a part hereof.

*[End of Text; Signature Pages to Follow]*

IN WITNESS WHEREOF, the undersigned have executed this Easement as of the Effective Date.

GRANTOR:

GRANTEE:

**SPIKER & MANDERE, LLC**

**CITY OF RATHDRUM**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Vic Holmes, Mayor

ATTEST:

\_\_\_\_\_  
Sherri Halligan

STATE OF IDAHO            )  
  ) ss.  
County of Kootenai        )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016, before me, a Notary Public in and for said State of Idaho, personally appeared \_\_\_\_\_, known or identified to me to be the \_\_\_\_\_ of Spiker & Mandere, LLC, the \_\_\_\_\_ that executed the above instrument or the person who executed the instrument on behalf of said \_\_\_\_\_, and acknowledged to me that such \_\_\_\_\_ executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the date and year in this certificate first above written.

\_\_\_\_\_  
Notary Public of Idaho  
Residing at: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_

STATE OF IDAHO            )  
  ) ss.  
County of Kootenai        )

On this \_\_\_ day of \_\_\_\_\_, 2016, before me, a Notary Public in and for the State of Idaho, personally appeared Vic Holmes and Sherri Halligan, known or identified to me to be the Mayor and City Clerk for the City of Rathdrum, the persons who executed this instrument on behalf of the City of Rathdrum, and acknowledged to me that the City of Rathdrum executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

\_\_\_\_\_  
Notary Public of Idaho  
Residing at: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_

\_\_\_\_\_

## **EXHIBIT A**

### **EASEMENT DESCRIPTION**

A 45.0 foot wide easement, over, under and across a portion of Lot 1, Block 2, Thayer Fifth Addition as recorded in Book I of Plats at Page 31A, under Instrument No. 1529152, Office of the Recorder, Kootenai County, Idaho, being more particularly described as follows:

**BEGINNING** at the South Corner of said Lot 1;

**Thence** along the west line of said Lot 1, **N.01°01'25"E** (Bearing Basis is based on said Thayer Fifth Addition) **54.71 feet** to a point;

**Thence** departing said west line, parallel with the southeast line of said Lot 1, **N.56°22'07"E.**, **1015.83 feet** to a point;

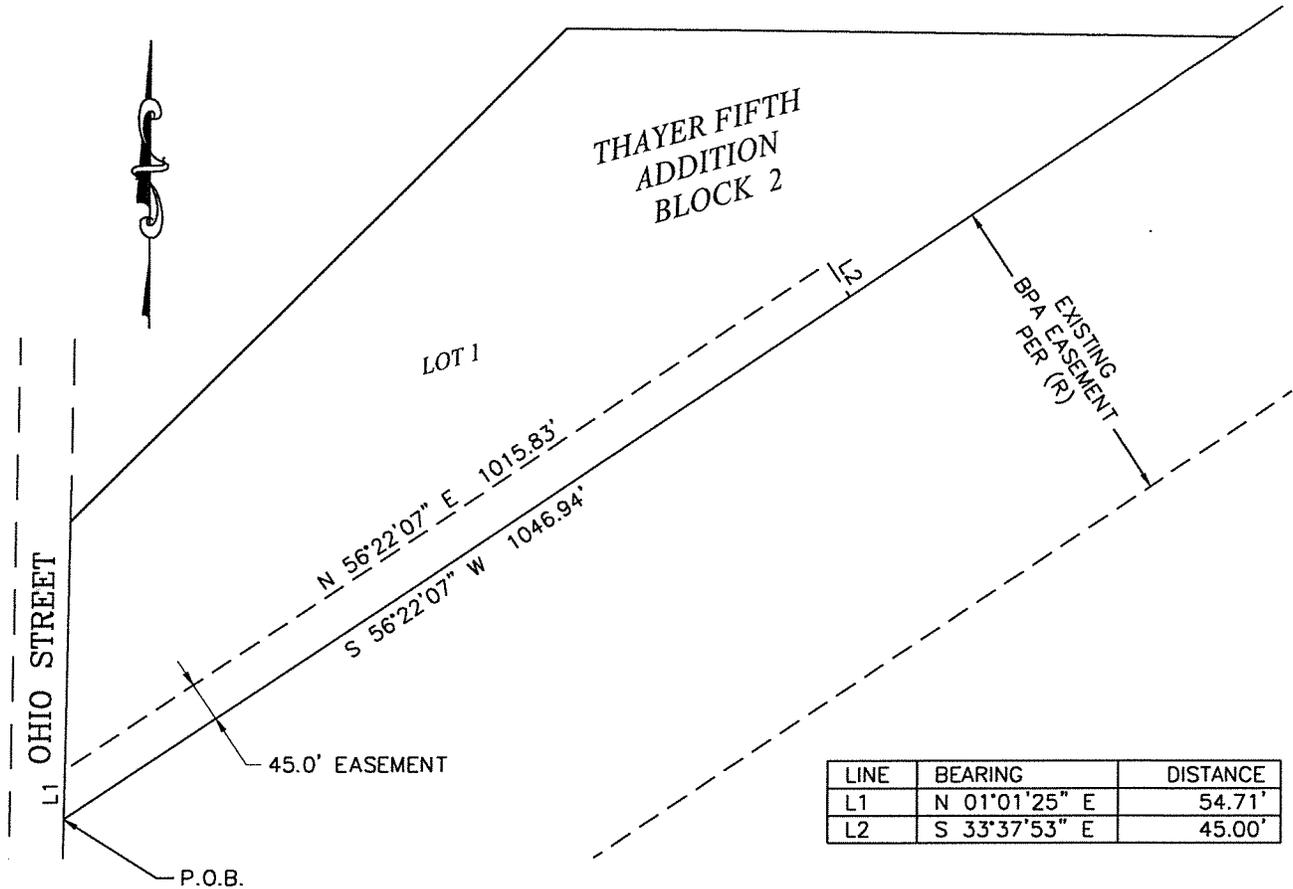
**Thence** **S.33°37'53"E.**, **45.00 feet** to a point on said southeast line of said Lot 1;

**Thence** along said southeast line of said Lot 1, **S.56°22'07"W.**, **1046.94 feet** to the **POINT OF BEGINNING.**

Subject to rights-of-way, easements or servitudes of record or in view.

## EXHIBIT B EASEMENT AREA

LOT 1, BLOCK 2, THAYER FIFTH ADDITION,  
LOCATED IN THE NW 1/4, SECTION 6, TOWNSHIP 51 NORTH,  
RANGE 4 WEST, BOISE MERIDIAN, CITY OF RATHDRUM, KOOTENAI COUNTY, ID



### LEGEND

(R) PLAT OF THAYER FIFTH ADDITION  
PER INSTRUMENT NO. 1529152  
(BOOK I, PAGE 31A), RECORDS OF  
KOOTENAI COUNTY, IDAHO

P.O.B. POINT OF BEGINNING FOR  
EASEMENT DESCRIPTION

————— PROPERTY BOUNDARY

----- EASEMENT LINE

### BEARING BASIS

BASED ON RECORDED PLAT OF  
THAYER FIFTH ADDITION

DATE \_\_\_\_\_

CALL BEFORE YOU DIG 342-1585



# Idaho Chiefs of Police Association

September 20, 2016

Mayor Vic Holmes  
Council Member Paula Laws  
Council Member Fred Meckel  
Council Member Debbie Holmes  
Council Member Mark Worthen

Dear Mayor and Council Members,

It is my pleasure to inform you that the Rathdrum Police Department has successfully completed the Idaho Chiefs of Police Association (ICOPA) re-accreditation process. During an on-site inspection by members of the ICOPA Accreditation Team on August 31, 2016, your police department was found to be in compliance with all accreditation standards set by ICOPA.

This milestone achievement came with no small effort. Our special thanks go out to Chief Tomi McLean and her staff for taking this opportunity and putting forth their efforts in meeting the accreditation standards set forth by ICOPA. This is an accomplishment that you and the citizens of Rathdrum can be proud of as it demonstrates your dedication to maintaining a progressive and professional police department for your community.

Once again, on behalf of the Idaho Chiefs of Police Association, we congratulate you and your city on this outstanding achievement.

Sincerely,

*R David Moore*

R David Moore  
Retired Chief of Police, City of Blackfoot  
ICOPA Accreditation Coordinator

# PROCLAMATION



*Declaring November 17<sup>th</sup> as “World Pancreatic Cancer Day” in the City of Rathdrum*

*Whereas, in 2016, an estimated 53,070 people in the United States will be diagnosed with pancreatic cancer, one of the deadliest cancers, and 41,780 will die from the disease;*

*Whereas, pancreatic cancer surpassed breast cancer this year to become the third leading cause of cancer death in the United States, and it is projected to become the second leading cause by 2020;*

*Whereas, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just eight percent;*

*Whereas, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis;*

*Whereas, approximately 210 deaths will occur in Idaho in 2016;*

*Whereas, pancreatic cancer is the seventh most common cause of cancer-related death in men and women across the world;*

*Whereas, there will be an estimated 418,451 new pancreatic cancer cases diagnosed worldwide in 2020;*

*Whereas, the good health and well-being of the residents of Rathdrum are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes and effective treatment*

*Now, Therefore I, Vic Holmes, Mayor of Rathdrum, Idaho, do hereby proclaim November 17, 2016 as;*

## *World Pancreatic Cancer Day*

*Mayor, Rathdrum, Idaho November 2016*



# PROCLAMATION



*Declaring November 17<sup>th</sup> as “World Pancreatic Cancer Day” in the City of Rathdrum*

*WHEREAS, in 2016, an estimated 53,070 people in the United States will be diagnosed with pancreatic cancer, one of the deadliest cancers, and 41,780 will die from the disease;*

*WHEREAS, pancreatic cancer surpassed breast cancer this year to become the third leading cause of cancer death in the United States, and it is projected to become the second leading cause by 2020;*

*WHEREAS, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just eight percent;*

*WHEREAS, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis;*

*WHEREAS, approximately 210 deaths will occur in Idaho in 2016;*

*WHEREAS, pancreatic cancer is the seventh most common cause of cancer-related death in men and women across the world;*

*WHEREAS, there will be an estimated 418,451 new pancreatic cancer cases diagnosed worldwide in 2020;*

*WHEREAS, the good health and well-being of the residents of Rathdrum are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes and effective treatment*

*NOW, THEREFORE, I, Vic Holmes, Mayor of Rathdrum, Idaho, do hereby proclaim November 17, 2016 as:*

# *World Pancreatic Cancer Day*

*DATED this \_\_\_ day of October, 2016.*

-----  
*Vic Holmes, Mayor*



# PROCLAMATION



*WHEREAS*, October 2016 marks more than 26 years that National Breast Cancer Awareness Month has educated men and women about early breast cancer detection; and

*WHEREAS*, National Breast Cancer Awareness Month is dedicated to increasing public knowledge about the importance of early detection of breast cancer by collaborating with several national public service organizations, professional associations, and government agencies who work together to ensure that the National Breast Cancer Awareness Month message is heard by thousands of men and women and their families; and

*WHEREAS*, the American Cancer Society estimates in the United States more than 231,000 new cases of invasive breast cancer will be diagnosed in women this year; and

*WHEREAS*, the American Cancer Society estimates in the United States more than 2,000 new cases of invasive breast cancer will be diagnosed in men this year; and

*WHEREAS*, through research and advocacy, significant advances have been made in the fight against breast cancer, including significant decreases in mortality; and

*WHEREAS*, the 2.9 million breast cancer survivors living in the United States today are a testament to courage, as well as to the importance of promoting awareness about breast cancer, providing information, funding research, following recommended screening guidelines and offering treatment to those who are affected.

*NOW, THEREFORE, I, Vic Holmes, Mayor of the City of Rathdrum, Idaho, do hereby recognize the month of October 2016 as Breast Cancer Awareness Month and ask all citizens to join in this worthwhile cause, to celebrate successes and memorialize lost battles.*

*DATED this \_\_\_ day of October, 2016.*

-----  
*Vic Holmes, Mayor*



# PROCLAMATION



*WHEREAS*, the citizens of the City of Rathdrum and the United States of America live in freedom because of the contributions and personal sacrifices made by those who have served and by those now serving in the Armed Forces; and

*WHEREAS*, our nation has fought and continues to fight battles around the world for the ideals of liberty and justice. The words of the first Veterans Day proclamation signed by President Eisenhower still ring true: "Let us solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage and freedom, and let us reconsecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain"; and

*WHEREAS*, the City of Rathdrum has always provided its best and brightest sons and daughters to serve bravely in America's Armed Forces. We remember with somber and grateful hearts those men and women who have served in the military with distinction and valor as sailors, soldiers, airmen, and Marines, and offer our sincere prayers for those who continue to defend the principles on which our nation was founded; and

*WHEREAS*, we will endeavor to always honor the contributions and sacrifices of those who have, over the centuries, served in the military and the tens of thousands presently serving, both at home and abroad; and

*WHEREAS*, the City of Rathdrum is home to veterans and our nation's military families. We are proud to recognize our country's veterans and extend the appreciation of our citizens to those who wear the uniform of the United States Armed Forces and serve on the front lines, preserving freedom and liberty;

*NOW, THEREFORE, I, Vic Holmes, Mayor of the City of Rathdrum, do hereby proclaim the month of November, 2016, as a month of Support and Recognition to recognize the service and sacrifice of our brave men and women in uniform and encourage all citizens of the City of Rathdrum to observe and appreciate these sacrifices and contributions of our veterans who fought for peace and defended democracy in our land and abroad.*

*DATED this \_\_\_ day of October, 2016.*

-----  
*Vic Holmes, Mayor*



**STAFF REPORT**  
**September 2016**  
*Finance & Administration*



---

**CURRENT ACTIVITY**

1. New Utility Accounts – 39 – Closed - 35
  2. Cemetery – Burials - 4
  3. Normal Monthly Activity (Utility Bills/Customer Service/Payables/Payroll/General Ledger)
  4. Monthly SWT Reporting
  5. Monthly Financial Statements
  6. Monthly Bank Reconciliation
  7. Department Head Credit Card Reconciliation
  8. Website & Facebook updates
  9. Finalization of FY16-17 Budget to Attorney General's Office
  10. Attended the ICCTFOA Conference
  11. Reconcile Cities Fixed Assets
  12. Council meeting preparation
  13. Begin FY15-16 Audit Process
  14. Reconciliation of ICRMP Claims
  15. Reconciliation of State Insurance Fund Claims
-

**RATHDRUM PARKS, RECREATION, & CEMETERY DEPARTMENT**  
**City Council**  
**Monthly Staff Report, October 12, 2016**

**Recreation Programs**

- We are in the middle of fall sports and to this point things have gone very well. We are currently taking registrations for Kindergarten-4<sup>th</sup> Grade basketball. Our Mini Slammers Basketball Camp will be held each Saturday from October 29 -November 19 at the Lakeland High School. Once again Steins IGA will be sponsoring the Mini-Slammers program.

**Community Events**

- We will be having our first ever Trunk R' Treat Festival on Saturday October 29<sup>th</sup>. This event will be held on Main Street from 4 PM to 7:30 PM. Anyone is welcome to bring a vehicle down and decorate it and hand out candy to the kids. We have several vehicles already registered but still have room for more. We will also be having a costume parade, arts and crafts for the kids and other activities.

**Park Activities**

- Asphalt Pathways and the irrigation system have been completed in the N.E. corner of Majestic Park. All trees and shrubbery have been planted. We have also installed decorative edging on the parking lot fence line. Staff is finishing up the final grading and a landscape mulch will be blown in tomorrow so grass seed can be applied. Staff has also finished building the utility shed which houses the Irrigation meter, double check, and irrigation control clock. In your council packets tonight I have included some pictures of the progress that has been made at the park.
- Staff has begun marking out and prepping for the installation of the tot-lot playground at Roth Park. We expect to have the playground built and ready for use by the end of the month.
- Irrigation Blowouts are scheduled for the end of this month.

**Cemetery**

- Staff has been keeping up with the general maintenance at the cemetery. Staff has a cremation this Saturday. The Cemetery Commission will meet on Wednesday October 26<sup>th</sup>.

**Parks and Recreation Commission**

- The Parks and Recreation Commission will meet on Tuesday October 25<sup>th</sup>. We are currently seeking a new member for the Parks and Recreation commission.









## PUBLIC WORK'S STAFF REPORT

### Public Works Department

October 6, 2016

#### 1. Public Projects

- a. **Sewer/Water Master Plans and Policy Update:** The City Council adopted the Water System Master Plan, Sanitary Sewer Master Plan and Basic Utility Policies. With legal staff input, we are in the process of reviewing and revising our city ordinances so that they better reflect our expectations. City Staff has prepared a draft water system ordinance. Legal staff has provided comments to the draft ordinance. Standard Details for water infrastructure have been drafted and have been circulated for internal staff review.
- b. **BNSF Railway - 2<sup>nd</sup> set of Tracks:** On 11.6.2014, ITD, BNSF, Kootenai County Sheriff's Department and the City of Rathdrum met to discuss BNSF Railway crossing at Mill Street and the future paralleling set of tracks through Rathdrum. BSNF has asked that Rathdrum identify our water main crossings, as BNSF will require us to extend the protective steel casing under the limits of the new proposed set of rail. We have pot-holed 4 of the 5 locations and are compiling our collection information so that we can provide it to BNSF. BNSF has informed us that any water line casing extensions need to be completed by the end of 2015. We anticipate that there is 1 water main crossing which will need to be modified.  
BNSF mentioned their intentions of making improvements to SH53 (NB right-turn lane extension, SB left-turn lane extension, extension of NB travel lane). The placement of the 2<sup>nd</sup> set of tracks, thru the Mill Street intersection, should close Mill Street for 1-day (per BNSF). As recently as September 2015, BNSF advised us that they intend to start construction on the 2<sup>nd</sup> set of tracks in early 2016. However, others have indicated that BNSF's project will not take place until 2018.
- c. **New Water Production Well:** O'Keefe Drilling was awarded the bid for the new 24" water production well. We are still in the process of securing the donation of the 1-acre well site appraised. Once the 1-acre parcel is obtained, we will process a water rights transfer application which will add this new point of diversion.  
Until the water-rights transfer application is processed, we don't believe that O'Keefe Drilling can obtain a water drilling permit. Thus, the start date is in limbo. It is anticipated that drilling could commence by October, but the water rights transfer application is a bit of an unknown.
- d. **State Highway 41 Improvements:** Poe Asphalt has completed this project, between Rathdrum and SH54.

#### Public Works – Staff Projects

- a. **City-Wide Transportation Plan:** The consultant has developed the sub-network model of Rathdrum's roadway system. DEA has completed a draft of the 2010 sub-network model (existing conditions) and the development of the 2030 sub-network model. DEA has also completed the preparation of the capital improvement program (to correspond with the deficiencies in the model) and provided us with detailed scope of work and cost estimates. We hope to have the report finalized by the end of 2016.
- b. **2016 Street Rehabilitation Program:**  
The Rathdrum City Council awarded a construction contract to Interstate Concrete & Asphalt on June 8, 2016. Interstate is making good progress on the

street rehabilitation work. We anticipate that all work will be complete by the 3rd week of October.

- 2nd Street - between McCartney Street and Mill Street: new curbs, sidewalks, on-street parking and new asphalt pavement construction.
  - McCartney Street asphalt pavement overlay - between BSNR Railway and 4th Street
  - Montana Street asphalt pavement overlay and sidewalk construction - between SH41 and Cassia Street
  - Boekel Road Pathway Extension - frontage of House of Prayer Church
  - Meyer Road Pathway Extension - from Tombstone Street to Park Rose Estates Subdivision. We are modifying the work scope because the property owner has not yet granted the needed right-of-way.
- c. Flashing Pedestrian School Zone Signs:** The 5 sets of RRFB Solar-Powered Flashing School-Zone Crosswalk signs have been installed. All signs are functional. The crosswalk striping work was completed last week. We hope to final-out this project by the end of October '16.
- d. Updates to Development Impact Fee Program:** we are preparing to begin the updating process for the City's Circulation (Traffic), Parks and Police Impact Fees in April. We held our most recent committee meeting on M7.25.16. We are reaching out to the committee to confirm a date/time for our final meeting.
- e. Barrett Road Improvements:** We awarded a contract to BCR Land Services. We have secured a right-of-way permit from the Post Falls Highway District. We anticipate holding a pre-construction meeting next week, with Notice to Proceed to given at that pre-construction meeting.

## 2. Site Plans/Subdivision Development

- a. Rathdrum Bible Church Addition:** Construction ongoing.
- b. STEM Charter School:** Construction for site expansion is substantially complete until spring. A "Site Improvement Agreement for Provisional Certificate of Occupancy" was executed with the owners providing appropriate performance surety for the remaining site work to be completed by 6/30/15. STEM added additional parking paving and landscaping to the site in summer 2015 and requested inspection 11/5/15. A small list of items remain to be completed from both landscape plans to occur in spring 2016. Staff is currently in contact with STEM's Engineer to discuss remaining items that need to be completed. Staff also recently met with STEM representatives on 2/26/16 regarding a proposed 2016 Classroom expansion project which will add 4 classrooms on the southwest side of 2014 Admin/classroom building.
- c. Weaver Industries:** We conducted a pre-application meeting on 3/4/14 for this expansion project, which includes a new 8,800 SFT building. Plans have been submitted, a review letter and redlines to site plan have been picked up by Paul Matthews on 4/11/14. Staff is currently waiting for a response.
- d. Marks Marine:** A site plan was approved 9/2/14 for two buildings to be added on site for boat storage and is still under construction at this time. Staff completed a final site inspection on 2/23/16 for Marks Marine; a few items remain to be completed prior to issuing a Certificate of Occupancy. A final inspection is scheduled for 8.25.16.
- e. NIC:** Construction of the site is substantially complete with the project engineer's initial punchlist being addressed by the contractor. Staff has a Site Improvement Agreement for Provisional C of O prepared for the project sponsor.
- f. Prairie Sky - Phases 2, 3, 4 & 5:** Applicant's Engineer submitted the preliminary plat for review on 9.25.15. Staff has presented this to both Planning & Zoning Commission (favorable recommendation) and City Council (approved). The

Amended Development Agreement has been executed. Construction drawings were approved on 5/12/16 and construction is underway.

- g. Eagle Automotive:** The Applicant picked up the permit and construction is underway.
- h. NKWSD:** The Applicant picked up the permit and construction is underway.
- i. North Ranch at Corbin Crossing 2<sup>nd</sup> Addition:** Construction drawings have been submitted on 9.2.16 and review comments sent to the engineer.

City of Rathdrum  
8047 W Main St  
Rathdrum, ID 83858



Phone # (208) 687-0261  
Fax # (208) 687-1818

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OCT 03 2016

CITY OF RATHDRUM

## Application for Appointed Positions

Name: Mark Gorton

Residence Address: 13552 N. Halley Street, Rathdrum ID

Mailing Address: \_\_\_\_\_

Home Phone: 208-660-3646 Work Phone: 687-0025

Current Employer: Lakeland Joint School District #272

Positions: Teacher, Mountain View Alternative High School

### I would be willing to serve in the following appointed position(s):

Check all that apply:

- City Council
- Parks & Recreation
- Planning & Zoning
- Special Committee

Resident of the City of Rathdrum: 16 Years Resident of Kootenai County: 40 Years

Current Government or Associated Government Positions you hold or have held:

Member of the Idaho Professional Standards Commission

Member of the Rathdrum Parks and Recreation Commission

List all Current or Past Rathdrum Community Involvement (i.e., Food Bank, Chamber of Commerce):

Coach of several seasons of Rathdrum Parks and Recreation Basketball teams