

REGULAR COUNCIL MEETING MINUTES

December 10, 2015 @ 6:00pm

Dover City Hall, 699 Lakeshore Avenue, Dover, ID 83825

Present: Councilmembers; Rowdy MacDonald, Bill Strand, Diane Brockway, Neal Hewitt, Mayor Annie Shaha. Staff; Michele Hutchings, Tammy Anderson, Lou MacAfee. **Public Present:** Dave & Ely Darling; Bill & Gloria Stubble

I. CALL TO ORDER

Mayor Shaha called the meeting to order at 6:02 p.m. Pledge of Allegiance.

II. MAYOR APPOINTMENT AND COUNCIL CONFIRMATION

Mayor Shaha appointed Michele Hutchings as Dover City Clerk. A **MOTION** was made by Councilwoman Brockway and seconded by Councilman Hewitt to confirm Mayor Shaha's appointment of Michele Hutchings as Dover City Clerk. Roll Call Vote: Councilman MacDonald-AYE; Councilman Strand-AYE; Councilwoman Brockway-AYE; Councilman Hewitt-AYE. All in favor. None opposed. **MOTION** passed. Mayor Shaha administered the Oath of Office for Dover City Clerk to Michele Hutchings. The Oath of Office was signed by Mayor Shaha and City Clerk Michele Hutchings

III. GUEST SPEAKERS

Andrew Price, Price Geographic Consulting – explained GIS mapping processes and benefits primarily with regard to Water and Sewer line, tank, manhole locations. It was suggested that Bonner County may be willing to host GIS online maps for City of Dover.

Elaine Clegg, Idaho Smart Growth, Program Coordinator – update of Dover Comprehensive Plan. Initial interviews with local citizens and businesses are in progress. Answered questions posed by Councilmembers. It was agreed the Comprehensive Plan with description of process, how to get involved and the Summary Proposal should be added to the city website.

IV. PUBLIC COMMENT None given

V. UNFINISHED BUSINESS

1. Discussion/Decision Sewer Ordinance #139

Councilman Strand opened discussion with Accessory Dwelling Unit (ADU) concerns. Councilman MacDonald suggested the county garbage additional sticker purchased by residents may be a way to identify ADU's. The Bonner County Assessor's office may be the appropriate point of contact. Councilwoman Brockway stated she has submitted the full ordinance for review by Association of Idaho Cities' (AIC) legal department and expects to have a response by third week in December.

VI. NEW BUSINESS

1. FY 2015 Financial Review

Lou MacAfee, James Hutchens, PA gave a detailed slide presentation with explanations of Fiscal Year 2015 financials.

2. Cedar Ridge Road Agreement and Land Deed

Ely Darling expressed concerns on behalf of Cedar Ridge Owners Company (CROC) with section 4 (four) addressing Indemnification. Discussion was heard from Councilmembers and Ely and Dave Darling. The Darlings also submitted, for Council review, Cedar Ridge Road Maintenance Survey. Councilman Hewitt suggested it is time for the city to take over the maintenance of the Cedar Ridge roads. Council directed staff to look into this and report next month.

A **MOTION** to accept the agreement “as is” was made Councilman Strand and seconded Councilman Hewitt. All in favor. None opposed. **MOTION** passed.

Mayor Shaha called for a 15 minute break

3. Decision/Direction for City Engineer Proposals

Mayor Shaha confirmed the qualified base selection process does not require the lowest proposal be selected. Each councilmember reported results of findings after reviewing each bid. A **MOTION** directing Mayor Shaha to enter into negotiations with J-U-B Engineers, Inc. was made by Councilman Hewitt and seconded by Councilman Strand All in favor. **MOTION** passed.

4. Decision: Ordinance #142, 2016 Council Meeting Dates/Times/Locations

A **MOTION** was made by Councilman Strand to suspend reading of Council Bill No. 142 (Proposed Ordinance No. 142) on three (3) different days and once in full and seconded by Councilwoman Brockway. Roll Call Vote: Councilman MacDonald-AYE; Councilman Strand-AYE; Councilwoman Brockway-AYE; Councilman Hewitt-AYE. All in favor. None opposed. **MOTION** passed. Title of Proposed Ordinance No. 142 was read by Councilwoman Brockway. Councilman Strand **MOVED** to approved proposed Ordinance #142 and seconded by Councilwoman Brockway. Roll Call Vote: Councilman MacDonald-AYE; Councilman Strand-AYE; Councilwoman Brockway-AYE; Councilman Hewitt-AYE. All in favor. None opposed. **MOTION** passed. Council directed Clerk to move forward with publication.

5. Newly Paved Bike Path

Mayor Shaha opened discussion about the recent bike path improvements that Union Pacific Railroad expressed some concern over. Councilman MacDonald expressed some concern with the sinkhole area alongside the path. Mayor Shaha offered to write a letter in support of the bike path. All councilmembers were in agreement and directed Mayor Shaha to write and send the letter.

6. Council Approval of Canvassed Election Results

A **MOTION** to approve the Canvassed Election Results was made by Councilwoman Brockway and seconded by Councilman MacDonald. **MOTION** passed.

7. Decision/Approval : Wastewater Treatment Plant Blower Repair Quote

A **MOTION** to approve the Quote from Cascade Machinery & Electric, Inc. was made by Councilman Hewitt and seconded by Councilman Strand. All in favor. None opposed. **MOTION** passed.

VII. CONSENT AGENDA

A **MOTION** to approve the Consent Agenda was made by Councilman Hewitt and seconded by Councilman Strand. All in favor. None opposed. **MOTION** passed.

VIII. FUTURE AGENDA ITEMS

1. Elected Official Luncheon

Mayor Shaha reported that she attended the Highway 2/200 Corridor Planning Workshop. Councilmember elect Ruth Guthrie was also in attendance

IX. ADJOURNMENT

MOTION to **ADJOURN** by Councilman Strand, seconded by Councilman Hewitt. All in favor. None opposed. **MOTION** passed. Mayor Shaha adjourned the meeting at 8:34 p.m.

Respectfully submitted by Michele Hutchings, City Clerk