

**MINUTES
CITY OF DOVER
COUNCIL MEETING
THURSDAY October 13, 2011 @ 7:00 p.m.**

**DOVER CITYHALL
699 LAKESHORE AVENUE, DOVER, IDAHO**

CALL TO ORDER

Mayor Curlless called the October 13, 2011 City Council Meeting to order at 7:07 p.m.

Present at this meeting:

Council Members: Dave Darling, Peggy Burge and Maggie Becker. Jim Janish arrived approximately 7:30pm.
Staff: Bryan Quayle (City Planner); Rob Tate (City Engineer); Kym Holbert (City Clerk) and Colleen Culwell (Treasurer). Marj Tilley, Independent Highway District (IHD) was absent.

Public Present: See Sign-in Sheet.

Ms. Roschell Cobb, Dover property owner at 410 Lundblad Place, raised concerns re: Vault Toilet Project for the City Park. Mayor and Council responded letting her know that it is a proposed project, that hasn't been finalized at this time. She also raised questions and comments regarding the existing water rates. Staff and Council addressed her concerns and that different state codes and different city sizes cannot be compared and that all system users in the City are billed at the same rate regardless of actual time residing at any given residence.

Engineer was directed to prepare available copies of the "Engineering Studies" which are used to set the water and sewer rates each year and that this item would be placed on the Agenda for December Regular Council Meeting.

CONSENT AGENDA

City Planner suggested that the Minutes of September 8, 2011 be corrected to include the word "estimate" in reference to the cost of the Biological Assessment that is needed for "Sand at the Beach" Project.

A motion was made by Peggy Burge to approve the Consent Agenda as corrected, Dave Darling seconded, all in favor, motion carried.

MONTHLY REPORTS

TREASURY: Receivables came in at \$9,000, with only 4-5 accounts that are not being paid and that they are not paying property taxes either. Budget vs. Actual – Admin is ahead for the year, Parks are high/but seasonal, Streets are ok, Cedar Ridge reimbursement for IHD road work was received.

Audit letter for 2009-2010 is ready for Mayoral signatures.

Auto-Meter Reader and Software program is available at a cost of \$700.00 for set-up and equipment. This new equipment would save time and money for the water dept. and the utility billing process.

Discussion was held regarding the new system.

Treasurer was directed to purchase new Meter Reading System.

ENGINEER: ITD Permit for Thorne/Czap Increased Fire flow Project.

Patrick, WWTP Operator, found a means of saving the City several thousand dollars by building the BOD Sampling system he needs at the WWTP.

Engineer was asked about acquiring more lab equipment.

Engineer was directed to research used lab equipment i.e. Garfield Bay, etc. for City to purchase, possible through DURA Funding at a later date.

PLANNER: GIS/Addressing issues still moving forward.
P&Z Workshops are slow at this time, with no public hearing set for the next few months.
Planner directed to start work on possible Zoning Ordinance Amendments, etc.
Bryant/Bell Duplex Project at Rocky Point has been put on hold.
Stormwater issues are being addressed w/ Dover Bay re: street flow vs. swale & standing water.

STREETS: The new Dump Truck is being set-up with new plow. Truck runs excellent and will be a great asset to the City, especially for winter maintenance.
Mayor will assist Patrick as needed this season in procedures for plowing certain areas of concern.

TRANSPORTATION: Interview for new employee/drivers will take place for the next few weeks, to fill the need for relief drivers for SPOT.
Dept. Manager is searching for a new “used” bus for the System with a 20+1 wheelchair capacity.

EXECUTIVE SESSION:

A motion was made by Maggie Becker to convene into Executive Session pursuant to Idaho Code 67-2345, Subsection 1(c), 1(f) and 1(j), seconded by Peggy Burge, all in favor by roll call vote:

Jim Janish	Aye
Dave Darling	Aye
Peggy Burge	Aye
Maggie Becker	Aye

Motion carried.

The meeting convened into Executive Session at 9:05 p.m.
The Clerk, Treasurer and Engineer were excused.

A motion was made by Jim Janish to close the Executive Session proton of the Meeting at 10:32p.m., Dave Darling seconded, all in favor by roll call vote:

Jim Janish	Aye
Dave Darling	Aye
Peggy Burge	Aye
Maggie Becker	Aye

Motion carried.

No action was taken nor any decisions made during the Executive Session.

ADJOURNMENT

A motion was made by Dave Darling to adjourn Regular Meeting at 10:33 p.m., seconded by Maggie Becker, all in favor, motion carried.

Mayor Curless adjourned the Regular Council Meeting at 10:34 p.m.

Kym Holbert, City Clerk