

**MINUTES
CITY OF DOVER
COUNCIL MEETING
THURSDAY August 9, 2012 @ 7:00 p.m.
DOVER CITY HALL
699 LAKESHORE AVENUE, DOVER, IDAHO**

CALL TO ORDER

Mayor Curless called the August 9, 2012 City Council Meeting to order at 7:10 p.m.

Present at this meeting:

Council Members: Peggy Burge, Dave Darling, Annie Shaha and Denise Travis.

Staff: Bryan Quayle (City Planner); Rob Tate (City Engineer); Colleen Culwell (Treasurer); Kym Holbert (City Clerk).

Pledge of Allegiance

Public Present: See Sign-in Sheet.

Public Comment:

Neal Hewitt, Westside Fire District (WFD) Board Chairman, presented Council with a letter from WFD regarding a long-term lease for the fire station at 825 Railroad Avenue, Dover, Idaho. Neal read the letter aloud for Council and the public.

Clerk was directed to place this item on the September Council Meeting Agenda.

Bill Strand, Dover resident, thanked Council for the opening of the public restrooms at City Park, but is concerned that there is no exterior lighting, so possibly the restrooms should be closed at night.

Sharon Strand, Dover resident, shared with Council that she was concerned with some Agenda and meeting items.

Roschell Cobb, seasonal Dover resident, raised her concerns over the public restrooms in the City Park.

Alex Lett, Dover resident, wanted to know how Dover Bay was linked to the problem of Public Restroom keys being out to the public and that the restrooms were used during the course of the winter when they were locked and shut-down for the winter.

A motion was made by Peggy Burge to accept the Amended Agenda dated August 9, 2012 to include in Unfinished Business item #2 – Approval: MOA for Selkirks-Pend Oreille Transit (SPOT), Denise Travis seconded, all in favor, motion carried.

CONSENT AGENDA

Treasurer was asked questions regarding the July bills.

A motion was made by Peggy Burge to separate the 4 items on the Consent Agenda, Dave Darling seconded, all in favor, motion carried.

A motion was made by Dave Darling to approve 1) July 12, 2012 Council Mtg. Minutes, Denise Travis seconded, all in favor, motion carried.

A motion was made by Dave Darling to approve 2) July 26, 2012 Ordinance Review Mtg. Minutes, Peggy Burge seconded, all in favor, motion carried.

A motion was made by Peggy Burge to acknowledge 3) June 6, 2012 and July 11, 2012 DURA Mtg. Minutes, Dave Darling seconded, all in favor, motion carried.

A motion was made by Annie Shaha to approve the July 2012 bills, Denise Travis seconded, all in favor, motion carried.

MONTHLY REPORTS

IHD: Mayor Curless reported to Council that 2 sink-holes on McKinley across from the Water Plant were repaired by IHD, and once the patches settle the road would be re-paved.

TREASURER: A/R accounts are 92% current. Actual is ahead of budget at \$66,000 with \$29,000 in roads budget. Sewer is ahead of budget, but the funds are to be set aside for capital replacement. A scanner for the A/R checks is available from the bank, but at a cost. Other banks offer the service and equipment free of charge to customers with a high volume of checks.

Treasurer was directed to check other options and to pursue the current bank further for the use of the scanner.

Draft Audit for 2010-11 was distributed to Council for review. Discussion was held re: the same.

Treasurer was directed to ask the auditors what Council can do to address auditor's recommendations. Mayor was directed to sign audit letter at tonight's meeting.

ENGINEER: Loan docs from Idaho Dept. of Water Resources re: Intake Project, should be on their way to the City. **Clerk directed to send copy to Engineer.**

Permit for the new intake project will expire 9-12-12, so the City needs to start the project. Design Plan has been submitted to DEQ.

DEQ has new design guidelines in which "nesting" (combining fire flow and water storage) can no longer be done. The City needs to extend the water storage by using the Cedar Ridge Reservoir, which is part of the Plan on the DURA list to increase the piping from Cedar Ridge from 8" to 12".

No new information has been provided to the City regarding the ITD r-o-w and Railroad Avenue.

DEQ has approved the crossing at the highway for Thorne Research (400' – 12" pipe for extra fire flow capacity). The project is ready to go out to bid for a contractor. Al Czap, Thorne Research, is reimbursing the City for the engineering costs.

PLANNER: Buoy project at City Beach still needs a permit. Project was moved to Dept. of Lands and then back to the County. If the City is the applicant, Dept. of Lands will waive the application fees and publish. Buoys will cost approximately \$600-\$1300 each and the City is requesting 4 buoys.

A motion was made by Dave Darling for the Planner to move forward to include payment of any fees, application signatures, and any and all paperwork needed for the project, Denise Travis seconded, all in favor, motion carried.

Visited with the GIS Dept. of the County regarding Dover's mixed addressing system with grid and distance both being used. Spot checks demonstrate system locates Dover addresses. Peggy Burge offered her assistance to the Planner to keep this item at the forefront until it is completely resolved.

P&Z Commission is working on the sign ordinances and commercial zoning by comparing with other cities.

Checking on Park Grant funds – no new grant programs have been identified.

Liquor Store report will be available at next month's meeting. Clerk has shared previous research with the Planner.

New building permits should be coming in by October.

Planner asked the Mayor if he could address Item #1 of Unfinished Business – Talus Rock ER Appeal-continued. The Appellant was notified of the Agendized Item, there was no response, and the Appeal is terminated as of this meeting.

STREETS: Railroad Avenue resident requests dust abatement for Railroad Avenue.

Peggy Burge reported to Council that there is a lot of on-street parking going on in Dover Bay and that it was her understanding that there was to be no on-street parking per the PUD Agreement.

Annie Shaha offered to review the CCR's for Dover Bay and report back to Council.

BCATT (Bonner County Area Transportation Team) The highway repairs for Clark Fork area are moving forward.

MAYOR: Engineer for Mr. Brinkmeyer, Dover resident, contacted the Mayor requesting the paving of Pine Street.

Mayor suggested that Council take a short break at 9:00 pm. Council came back from break at 9:10 pm.

Two trash cans in the City Park were moved down to the main swimming area. Two other cans were stolen from the park w/chains and all.

Clerk was directed to follow-up on the roof repair at the Post Office and the Post Office sign installation.

UNFINISHED BUSINESS

MOA – SPOT regarding the Advisory Board.

A motion was made by Dave Darling to approve the MOA for Advisory Board as changed, Peggy Burge seconded, all in favor, motion carried.

Funding Ideas for the City of Dover: Denise Travis shared with Council her suggestions for items and projects to be implemented by the City, to include but not limited to: adding a maintenance budget to the Parks and Rec Dept., a future "Welcome to Dover" sign at the highway entrance, a depository for legacy videos of the seniors, updating the current Dover website, supplies and storage for supplies for emergencies. No Council decisions were made.

Denise Travis also requested that Ordinance 102 – City Hall and Park Properties, be added to the next Ordinance Review Meeting, which will be in September.

NEW BUSINESS

Mayoral Appointments: The Mayor explained to Council the procedure per Idaho Code. The Mayor brings the appointment to Council; Council will affirm or not affirm his appointment.

Discussion was held re: Public Restrooms in City Park. Issues included but not limited to open all night, lack of lighting in City Park and vandalism vs. miss-use. Mayor Curless stated that the original plan was to install the vault toilet for winter use. Mayor will check with ICRMP and to try and meet with the developer within 3 weeks to seek resolution to maintenance of the City bathrooms and to affirm a release of liability for the City for this maintenance.

**Clerk was directed to check on the wiring and lighting of the restroom building.
It was decided by the Mayor that the Public Restrooms in City Park would be open 24 hrs. until further notice.**

ADJOURNMENT

A motion was made by Peggy Burge to adjourn the Council Meeting, Denise Travis seconded, all in favor, motion carried.

Mayor Curless adjourned the August Regular Council Meeting at 10:20 p.m.

Kym Holbert, City Clerk