

**MINUTES  
CITY OF DOVER  
REGULAR COUNCIL MEETING  
June 26, 2014 at 7:00pm  
Dover City Hall  
699 Lakeshore Ave., Dover Id 83825**

**CALL TO ORDER**

Mayor Shaha called the meeting to order at 7:02 p.m.

Present at this meeting: Council Members: Diane Brockway, Neal Hewitt and Bill Strand,

Staff: Jacquie Albright (City Clerk)

Public Present: Guest Speaker Eric Grace: See Sign-in Sheet.

**Pledge of Allegiance**

**PUBLIC COMMENT:** Councilman Hewitt vacated his council chair to be able to say a few words (as a citizen) in memory of Gil Gibbs who passed away last week. Mr. Gibbs had served the City of Dover as a past Fire Marshall and backup water operator after he had retired from working at the Dover Mill. Council thanked Neal Hewitt for his words.

**GUEST SPEAKER Eric Grace of the Kaniksu Land Trust**

Mayor Shaha introduced Eric Grace. Mr. Grace addressed the purpose of the Kaniksu Land Trust a 501©3 private land conservation organization that assists private land owners to determine the best methods of placing private land into permanent conservation. They assist landowners to create a lasting legacy by permanently preserving natural areas, wildlife habitat, lakes, streams, forests and ranches. Several conservation methods are available that can meet the personal and economic goals of the landowner while protecting the property's valued features for future generations. Conservation easements can have financial benefits to the land owner including a land donation or an endowment in a will. Kaniksu Land Trust can also purchase easements from donations to the trust and available grants. Criteria for consideration for a conservation easement would be unique wet land, flora and fauna, scenic trails, birds, and insects.

**UNFINISHED BUSINESS**

1. **Water Source Protection Plan-** Councilwoman Brockway updated Council on the completion of the Water Source Protection Plan Grant. All the grant money has been accounted for and the grant will close the end of June 2014. While Councilwoman Brockway was reviewing the Water Protection Plan she discovered items that needed to be addressed both in the Protection Plan and from other sources (IDEQ) and consequently developed a Project Plan, listing all the items in need of follow up. Councilwoman Brockway has also developed a time sheet (Requested in the IDEQ

grant) for council members and staff to enter volunteer hours worked on water projects.

At 7:43pm members of the public that were in attendance and Eric Grace left the Dover City Hall.

Councilwoman Brockway asked for approval of a team, to develop a budget, seek funding and continue to keep the living document alive (three year commitment).

Councilman Strand will list contaminants as per the Oct 2012 survey. Section 10 suggests a sanitary survey every 2 years. Councilwoman Brockway will contact Jim Williamson when he is here to inspect the new water intake system.

2. **Union Pacific Grant Ideas** The Union Pacific grant application is now open for the 2015 year awards. Ideas discussed-fencing for the lower water system tank and playground equipment.
3. **Train traffic and Impact on Dover** Councilwoman Brockway asked Council if Dover should be involved and be part of the process with Sandpoint. Councilman MacDonald was not in favor of being aligned with the Sandpoint process. Mayor Shaha agrees. Maybe consider what other cities have done and reference City Ordinances. Councilwoman Brockway suggested Dover review the Resolution Sandpoint has produced and adopt our own Resolution so that Dover will have a voice at the table when the time comes. Discussion followed. The increased traffic is a concern to everyone. Disaster relief, derailments are usually a result of human error; how many trains travel through this corridor, carrying coal, oil, ammonia and gases; how involved should Dover be? Councilwoman Brockway suggested Council write up an emergency derailment plan for review by Bob Howard when he attends the July 24<sup>th</sup> 2014 Regular Council Meeting as the Guest Speaker. After conferring with Bob Howard Council can then decide how to address the issue.

## **NEW BUSINESS**

**1. Resolution 81.** Resolution 81 –Health Insurance stipend for employees and council members over age 65. The Resolution needs to be terminated if Council is not going to enact (legal advice) as it may be discriminatory. Discussion surrounding the language and the intent of the Resolution followed. A **MOTION** was made (Councilman Hewitt) and seconded (Councilman Strand) to terminate Resolution 81 and revisit the subject with a new Resolution. All in favor. **MOTION** passed. Mayor Shaha noted that with the termination of the Resolution, payment of the stipend will be retroactive to June 26 2014 and noted in the new Resolution.

**2. Utility Deposits on Hand.** Treasurer Zach Spohn provided a list of transactions (\$12,752.76 in liabilities) beginning in 2007 to date, that the City of Dover has on the books from security deposits collected over the years. Resolution 58 requires a security

deposit be paid for all new accounts, however, Resolution 58 does not address how the money is to be used. Discussion regarding refunding the security deposits back to the original owners and amending/repealing Resolution 58. A **MOTION** was made (Councilwoman Brockway) and seconded (Councilman Hewitt) to allow the City Clerk to proceed to identify the security deposits made and to designate those items that may be refunded to the original owners and to not charge a security deposit going forward. All in Favor. **MOTION** passed. Councilman Strand moved and Councilwoman Brockway seconded a **MOTION** to allow City Clerk Albright identify and credit those accounts that are carrying a security deposit that has not been paid. Account must be in good standing. All in favor. **MOTION** passed. City Clerk Albright will follow up on the security deposits and work with Treasurer Spohn. Resolution 58 (Security deposits and some rates) will be discussed after the new Water Fees Resolution has been passed.

**3. New Lease for SPOT and Bus Parking.** New SPOT lease was reviewed. The new location is in Ponderay, David Graham's building, cost of \$400.including utilities and plenty of parking for the buses. The lease has been reviewed by legal counsel. A **MOTION** was made and seconded to accept the lease for SPOT as presented. Councilwoman Brockway, Councilman Strand and Councilman MacDonald were in favor. Councilman Hewitt abstained. **MOTION** passed.

**4. Repeal Resolution 21A and Adopt Resolution 90.** A **MOTION** was made (Councilman Strand) and seconded (Councilwoman Brockway) to repeal Resolution 21A due to Sections 7-15 being included in the new Water Resolution connected with Ordinance 131 and **ADOPT** Resolution 90 noting Section 4. Utility payment due date of the 25<sup>th</sup> of the month and late fee of \$25 when a utility account becomes delinquent. All in favor. **MOTION** passed.

**5. DEQ List of Improvements for the Water Department.** The Deficiencies List from IDEQs inspection in August 2012 is being addressed by WSM Bob Hanson. Four items had been addressed by previous Water Operator Hal Overland in 2012 however Council was unaware if any other items had been addressed. Bob Hanson will follow up and set priorities and have a report for Council for the July 24<sup>th</sup> Council meeting. Of major importance is the retaining wall at Cedar Ridge. APEX Construction has been contacted and Engineer Tate has been contacted for scope of the project and a cost estimate. A report regarding the deficiencies is due October 2014 to IDEQ.

#### **CONSENT AGENDA**

A **MOTION** was made and seconded to accept the Consent Agenda. **MOTION** passed.

Payables were reviewed. Councilman Hewitt requested that Councilman Strand not be a signer on the City Regence Health Insurance payment. Councilman Hewitt also requested the City Clerk and Wastewater Supervisor be issued a credit card for supply purchases. A **MOTION** was made (Councilman Strand) and seconded (Councilman Hewitt) to accept the payables as presented. All in favor. **MOTION** passed.

A **MOTION** was made and seconded to accept the Minutes of the June 4<sup>th</sup> Special Meeting-The Passing of Water Ordinance 131 as presented. All in favor. Councilman Strand abstained (not present at the meeting). **MOTION** passed.

**Reports:**

Roads-Councilman Hewitt updated Council on the West Side Emergency Exit and what the next move will be. Councilman Hewitt requested authorization from Council to authorize Engineer Tate to proceed with 1. Prepare a budget for the scope of the project. 2. Provide construction plans 3. Submit to ITD for the permits. Once these items have been addressed then construction can begin. Discussion surrounded what portion will be started first the Rail Road side or the City side. Construction for encroachments, are there some standard construction plans that may be used rather than redesigning? The encroachment permit will specify requirements. Mayor Shaha requested that Councilman Hewitt and Councilman MacDonald research the possibility of standard plans that can be used. Councilman Hewitt asked to be relieved of that responsibility and deferred to Councilman MacDonald. Estimated costs are not currently available however while Mayor Shaha was on previous council, and the extra amount of \$30,000 was discussed. The cost of the gate (City side) being absorbed by Dover City.

Signs. Councilman Hewitt brought attention to the curve and speed at the beginning of the Dover Bay Parkway as he feels the line of sight is impaired. White speed signs are a legal limit; yellow signs are suggestive. Street name signs are already up. The City does have a speed issue. Tourist traffic and construction crews not abiding by speed limit signs. Council approved installing an advisory sign to "slow down" at the Dover Bay Parkway Curve. Council approved a painted stripped 'Pedestrian Crosswalk' by the Discovery Bay Centre. Councilwoman Brockway cautioned that the section from Highway 2 to the Dover Bay Parkway not be 'oversigned'. Speed Study. It was agreed that Council review the 'curve' after the speed study by IHD has been conducted.

WebSite Mayor Shaha met with Peggy Burge who will delete the credit card payment option from her web site by July 1<sup>st</sup> 2014. Peggy considers her website more as a 'Chamber of Commerce' site rather than the official Dover City Web site. A **MOTION** was made and seconded to approve Councilman Strand's web site as the official Dover City Website. All in favor. **MOTION** passed.

IHD has been using water from the hydrant on 3<sup>rd</sup> Ave. (Dust abatement) Ralph Sletagar has given IHD permission to use the irrigation hydrants in Dover Bay. Request that IHD give an accounting of the water used to the City for our water calculations.

Water Meters Councilman Strand requested help in locating a few meters in the older part of Dover City. WSM is handling the weekend emergency calls and will present a proposal to Council (for the next meeting) regarding the coverage. WSM also requested 7 half days of training for the WSM crew (Class 3) starting next week with a tour of the facility for WSM crew. Rate Water Resolution attached to Ordinance 131 will be ready for the next meeting.

**ADJOURNMENT** A **MOTION** was made and seconded to adjourn the Council Meeting at 10:07pm. **MOTION PASSED.**

Respectfully submitted