

**REGULAR COUNCIL MEETING**  
**August 14 2014**  
**Dover City Hall**  
**699 Lakeshore Ave., Dover ID 83825**

**CALL TO ORDER**

The meeting was called to order by Mayor Shaha at 7:00 p.m.

**Council Members Present:** Diane Brockway, Neal Hewitt, Rowdy MacDonald, Bill Strand  
**Staff:** Planner, Bryan Quayle; City Clerk, Jacquie Albright

**Also Present:** Debbie Furguson (Realtor), Lance Miller (Northland Surveyors), City of Kootenai Mayor Keogh, City of Ponderay Mayor Kunzman, Susan Kiebert (CTAI Mobility Manager) and Guest Speaker, Marion Johnson.

Pledge of Allegiance

**II. PUBLIC FORUM.** Mayor Shaha welcomed everyone in attendance to the regularly scheduled public meeting of the Council of Dover. There were no public comments.

**III. GUEST SPEAKER: Marion Johnson, System Manager for SPOT. (Selkirk-Pend Oreille**

**Transit)** Mayor Shaha introduced Marion Johnson, System Manager of SPOT. Ms. Johnson recited SPOTs Mission statement: "SPOT is a not-for-profit collaborative venture between the cities of Dover, Sandpoint, Ponderay and Kootenai that provides reliable, efficient and FREE public bus service and is overseen by a volunteer committee, the Bonner Transportation Team. Operational offices for SPOT were in Dover until last month when SPOT moved to a new office in Ponderay. A power point presentation was shown with information regarding the positive impact SPOT has had on local communities. Financed largely through (matching) grants, the bed tax in Ponderay (the only city to have the tax) and contributions from the 4 involved cities. The possible need to start charging a fee is currently being discussed by the Bonner Transportation Team however, BTT is hoping to avoid charging a fee to travel. April 2015 will be the start of a new service to Bonners Ferry made possible by a \$60,000 grant. The schedule currently, is 12 hours per day 7 days a week and is covered by 13 drivers each working 6 hour shifts. Ridership has continued to increase annually from 21,637 in 2011 to 200,000 in 2013. SPOT service is mainly used by local residents such as students, employees working in/out of Sandpoint, the aged and a few recreational riders (skiers, cyclist, hikers etc.). Tourists use SPOT very little. Winter figures for ridership are higher than summer as local passengers have other modes of transportation available to them. Mayor Keogh addressed the community demographics of the areas served by SPOT and Mayor Kunzman addressed some of the history and how SPOT began from seed money of \$140,000 raised by Cliff Warren and a group of volunteers. Two bus shelters are to be installed; one at Bonner Mall (completed and funded by Ponderay Rotary) and the 2<sup>nd</sup> one will be built at Walmart (also to be funded by Ponderay Rotary). A shelter at

Sandpoint library is being requested and funding is being sought. Mayor Shaha thanked Ms. Johnson and the “Mayors” for their participation and concluded the presentation with kudos to Ms. Johnson for her involvement in grant writing and managing system.

It was agreed to move Item 1 of New Business forward due to time constraints for Lance Miller and Bryan Quayle.

#### **IV. UNFINISHED BUSINESS**

**1. Approval: Source Water Protection Plan.**

A **MOTION** was made (Councilman Hewitt) and seconded (Councilman Strand to accept the Source Water Protection Plan as presented.

All in favor: AYE None opposed. **MOTION** passed.

**2. 2015 Budget Discussion.**

Mayor Shaha asked that Council familiarize themselves again with all aspects of the budget. The Public Hearing will be August 28, 2014 and only published information may be addressed. The budget will be in drop box with the breakdown. The budget may be adopted at the August 28<sup>th</sup> meeting as long as there isn't opposition from the public prior to and at the public meeting. Mayor Shaha noted the lack of increase in taxes for many years. Discussion regarding line items and transparency followed.

**3. Resolution: Mayor Spending Limit.**

Still not completed, tabled to future meeting.

**4. Contract: Bonner County Sheriff.**

A **MOTION** (Councilman Strand) and seconded (Councilman Hewitt) to approve the Bonner County Sheriff Contract as presented.

All in favor: AYE **MOTION** passed.

**5. Decision: Keep or Destroy Audio Tapes.**

A **MOTION** was made (Councilman Strand) and seconded (Councilman Hewitt) to destroy the Council meeting audio tapes prior to 2000.

All in favor: AYE **MOTION** passed.

**6. Engineer Quote: Emergency Rail Road Exit.**

Councilman MacDonald has been moving forward with the emergency exit and updated Council on the next step in the process. The proposal from Tate Engineering of \$4,170 was shared with Council. Rob Tate has already completed the training program with BSNF.

#### **V. NEW BUSINESS**

- 1. Approval: Czap Lot Line Adjustment & Replat.** Bryan Quale presented the lot alignment adjustment for the Czap property (Barrett's Lots) to Council

The new buyer of the property is requesting the lot line adjustment between two adjoining lots currently separated by a gravel roadway and a chain-link fence. A **MOTION** was made (Councilman Hewitt) and seconded (Councilwoman Brockway) to approve the lot line adjustment as presented. All those in favor: AYE Councilman Strand abstained. **MOTION** passed.

**2. ERU Study Discussion for Water Rates-Including Guthrie Condos: Resolution 96**

Councilman Strand presented an overhead diagram showing the Guthrie Condo units and the discrepancies due to meter size. RESOLUTION 96 was presented as an exception to ORDINANCE 131 due to the different type of meter sizes used when the Condos at 504; 507 and 509 Guthrie place were built. Rather than replace the 2" meter (assessed 5ERs) with a 1.5" meter (assessed 3 ERs), and to save costs to the City on replacement of the meter, RESOLUTION 96 now authorizes the exception to assess the designated three condo units on Guthrie at 3ERs per unit and therefore treat all the 7 condo units on Guthrie the same assessment as a 1.5" meter. A **MOTION** was made (Councilman Hewitt) and seconded (Councilman Strand) to adopt RESOLUTION 96 as presented. All in favor: AYE None opposed. **MOTION** passed.

Councilman strand updated the Council on the ER water rate study and the costs associated with conducting a study. Idaho Rural Water Association (IRWA) will not be able to conduct a study until mid-2015. Councilman Strand met with an engineer from TEO Engineering who would charge \$1,080 to oversee the rate structure. Council directed staff to use TEO for the study.

**3. Sewer Ordinance 134: Discussion on ERs**

Discussion surrounding the AMENDMENT of ORDINANCE 104 SECTION IV.C.7. with Sewer ORDINANCE 134. AMENDING and REPLACING in its entirety SECTION IV.C.7 (of Ordinance 104) setting the number of sewer ERs equal to the number of water ERs.

*SECTION IV.C.7. Equivalent Residence (ER) Determination and Charges: The number of sewer ERs attributable to the particular User shall be set as follows:*

- a. The number of sewer ERs for the User's sewer shall be set equal to the number of water ERs for the User.*
- b. In the case where the User receives water from another source other than the City, the User will have its sewer ER determined by the City on an individual basis, in such a manner as to approximate potential waste water service requirements.*
- c. The City shall have the authority but not the obligation, to adjust the number of sewer ER according to special circumstances.*

d. *Any User that discharges industrial wastes or produces a flow, biochemical oxygen demand, or suspended solids loading in excess of 5% of the average dry weather sewage flow measured at the main interceptor shall have its number of sewer ERs allocation calculated by the City. No quantity discounts shall be allowed and the City may assess a surcharge on waste flows with biochemical oxygen demand or suspended solids concentration above 250 milligrams per liter.*

2. *Effective Date:* *This Ordinance shall be in force and effect upon passage and publication as provided by law.*

Questions regarding fire protection, the condos, impact to Thorne Industries and patrons who only have water or sewer service from the City of Dover followed. A question also arose regarding, “is the Council being arbitrary and capricious in their decision making?” Attorney Snedden had previously been consulted about the same question and he recommended only replacing/amending SECTION IV.C.7 in it’s entirety as the rest of Ordinance 104 is currently applicable.

A **MOTION** was made (Councilman Strand) and seconded (Councilwoman Brockway) to approve ORDINANCE 134 (Amended ORDINANCE 104) as presented. (The suspension of the three readings is noted in the final paragraph of Ordinance 134). Roll call Vote: Councilwoman Brockway AYE: Councilman Hewitt AYE: Councilman MacDonald AYE: Councilman Strand AYE: None opposed. **MOTION** passed.

**4. Thorne Water & Sewer ERU Discussion**

Discussion concerning Thorne Industries and the calculation used for the water and sewer ERs. With passing Resolution 96, Thorne Industries will now be assessed for 16ERs water and 16ERs sewer. The reduction of 3 sewer ERs for Thorne Industries was agreeable to Council, bringing Thorne Industries ERs to 16 for both water and sewer beginning with the September 2014 billing.

**5. Traffic Count and Speed Study Results.**

The results of the traffic count and speed study were reviewed. Councilman Strand presented a graphic showing where the speeding (29-32mph) was occurring. Suggestion to have a police car sitting at the corner of Roosevelt and Dover Parkway once in a while might deter the speeders. The need to construct new speed signs was determined to be not necessary. The study was very informative.

**6. Cedar Ridge Street Maintenance**

Discussion: Cedar Ridge and the maintenance of the road. Is it the City of Dover’s job to maintain the road? The road is a public gravel road privately

maintained with HOA fees. CROC HOA fees pay for the mag-chloride and IHD supplies the labor and equipment. IHD is paid out of Dover City Roads fund supplied by property taxes. Mayor Shaha sent Shelly Munson (CROC Administrator) a letter and spreadsheet showing costs attributed to Mag-Chloride (paid for by HOA fees) and IHD costs (paid for by Dover). Mayor Shaha also included the snowplowing performed by IHD not covered by HOA fees but paid for by Dover City. Dover City has a water tank at Cedar ridge and access is needed. There is a gate on the road to the water tank that is often locked; this situation also needs to be addressed. Discussion ensued on if any or all of the road has met city standards and if so what does that mean for the city. Mayor Shaha requested more time and more information pertaining to the portion of the road that meets county and city standards and what it would take to bring the rest of the road up to standard. Councilman MacDonald will assist with obtaining the specifications needed.

#### **VI. CONSENT AGENDA**

1. Payables were approved as presented.
2. July 24th 2014 minutes Approved.

#### **VII. ADJOURNMENT**

A **MOTION** to **ADJOURN** was made and seconded. **MOTION** passed. The regularly scheduled meeting of Dover City Council was adjourned at 9:47pm.

Respectfully submitted  
Jacquie Albright, City Clerk