

**MINUTES
CITY OF DOVER
ORDINANCE REVIEW MEETING**

**February 27, 2014
Dover City Hall
699 Lakeshore Ave., Dover ID 83825**

CALL TO ORDER

Mayor Shaha called the meeting to order at 3:58 p.m.

PLEDGE OF ALLEGIANCE

Present at this meeting - Council Members: Bill Strand Neal Hewitt and Diane Brockway
Staff: Ronda L. Whittaker (City Clerk), and Bryan Quayle (City Planner)

Public Present: See Sign-in Sheet.

PUBLIC COMMENT

Public Comment: No comments were given.

MAYOR’S APPOINTMENT AND COUNCIL CONFIRMATION OF DURA BOARD MEMBER

Mayor Shaha asked for comments. Councilmember Strand stated that he had sought advisement from the City’s attorney regarding his nomination of Mr. Hayes and was advised that there was no conflict as Mr. Haynes was not related, not getting anything fiscal from it and able to supply an opinion. He stated that he could supply an unbiased vote. Mayor Shaha advised that the term would be a three year term. Mr. Haynes confirmed her advisement. **Councilmember Strand made a motion to affirm Mr. Haynes appointment, Councilmember Brockway seconded the motion. Roll call was taken:**

**Councilmember Strand - Aye
Councilmember Brockway – Aye
Councilmember Hewitt - Aye**

All in favor, motion carried.

MAYOR’S RE-APPOINTMENT OF DURA BOARD MEMBER

Mayor Shaha advised that Ms. Gibbs had not been re-appointed in 2013 and it was necessary for her to re-appoint the position. **Councilmember Strand made a motion to re-appoint Linda Gibbs to the DURA Board, Councilmember Brockway seconded the motion. Roll call was taken:**

**Councilmember Strand - Aye
Councilmember Brockway – Aye
Councilmember Hewitt - Aye**

All in favor, motion carried.

OLD BUSINESS

Discussion/Decision on fencing/security around water plant/tanks – Councilmember Strand advised that he had contacted Union Pacific in regard to where the fencing or what kind of fencing could be used. He stated that he was told that the fencing could be used on either the water storage or the water treatment plant and that it was up to the City on what type of fencing it felt was appropriate. He then proceeded to hand out and discuss his report regarding ADT security issues. (Attached). **Mayor Shaha asked Councilmember Strand to have ADT evaluate the site and bring a report to the March council meeting.** There was continued discussion about the existing fence posts around the water treatment plant. Councilmember Hewitt advised that there are two pump stations that need to be secured and wiring may be an issue when it came to ADT issues. Mayor Shaha suggested using the fencing to fence one of the pump stations. **Councilmember Strand moved move the fencing around the water treatment facility to the water storage tank at the end of Essex.** There was discussion on who and when the fence posts would be removed. There was discussion about asking Mr. Sletager to remove the posts, but that it was important to have a written agreement from the developer. **Councilmember Hewett seconded the motion, all in favor, motion passed.**

Update on Water Group efforts – Councilmember Strand announced that Jacquie had just returned from her vacation and he would be meeting with her soon to go over her research of the City's tax rolls. Mayor Shaha advised Council to post notice for any workshops they intend to have.

NEW BUSINESS

Discussion/Decision involving abolishment of Roberts Rules of Order – Councilmember Hewitt motioned to abolish the Parliamentary Procedures, Councilmember Strand seconded the motion, all in favor, motion passed.

Discussion related to 4th council member replacement – Councilmember Hewitt suggested Paul Nowesky. Councilmember Strand advised that he had published a notice for residents to submit a letter of interest to the City for the available seat. **Mayor Shaha advised Council to have interested parties contact her.**

Discussions related to draft resolution amending the City's monthly meetings – There was discussion regarding time's for meetings. Mayor Shaha asked the city clerk to draft a resolution changing the ordinance review meeting to a regular council meeting with a 7:00 time setting. **Councilmember Strand made a motion that a resolution be drafted changing the ordinance review meeting to a regular meeting to begin at 7:00 p.m., Councilmember Hewitt seconded the motion, all in favor, motion passed.**

Discussion related to draft resolution for revolving payables and spending limits for the Mayor – There was discussion related what vendors needed to be labeled as revolving. Mayor Shaha suggested the resolution be brought before Council at the March regular meeting. **Councilmember Strand asks the Mayor to direct the clerk to start the finalization of the resolution.**

Discussion on petty cash and a city credit card – Mayor asks for direction from Council. Councilmember Strand asks the Mayor to direct the Clerk to make it so.

Discussion/Decision on road limits and effective date (resolution #82) – Council directs staff to amend the ordinance to discontinue the resolution process and give staff the ability to make the judgment as to when the limits need to be posted. Bryan suggested that only half loads be traveling on city roads at this point and that staff needed to keep watch on hauling.

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CONSENT AGENDA

Councilmember Strand asks the Clerk to send draft minutes in word format for review and editing. Mayor Shaha requested Clerk to send minutes to staff for needed editing, then to her before they go to Council. Councilmember Strand made a motion to accept the consent agenda with Councilmember Hewitt's suggested editing. Councilmember Hewitt second the motion, all in favor, motion passed.

There was discussion about putting the banking ordinance topic on the next agenda. Councilmember Strand suggested the City wait until all banking institutes are confirmed.

ADJOURNMENT

Councilmember Hewitt made a motion to adjourn the meeting. Councilmember Strand seconded the motion, all in favor, motion passed. Mayor Shaha adjourned the meeting 5:42 p.m.

Submitted by,
Ronda L. Whittaker

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