



MINUTES : SPECIAL COUNCIL MEETING

TUESDAY, JUNE 28TH, 2016 5:30 p.m. - DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Annie Shaha; Councilmembers – Kubiak, Strand, Brockway and Guthrie. Staff –Clerk, Michele Hutchings; Engineer, Brett Converse; Planner, Lisa Ailport

Public Present: Linda Gibbs, Susan Mack, Mark Kubiak, Mike Jones, Rich and Kelly Jenkins and Brenton Ellis.

I. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Mayor Annie Shaha called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance

II. **PUBLIC COMMENT:** No comment was offered

III. **UNFINISHED BUSINESS:**

(1) Review: Ordinances for Codification – Brockway opened explaining that formatting as shown in document for review re: deadly weapons is in format good for Codification but needs to be in Ordinance format for passage.

Ord. No. 124 - Deadly Weapons: Strand explains some of the modifications he's made. Council discussion with additional input from Mark Kubiak, Linda Gibbs and Rich Jenkins. Mayor asks if Strand has enough information to make some changes. Ailport will share specific alternate verbiage for 5-3-2. Amended draft to be presented for council consideration at future meeting.

Ord. No. 95 – Speed, Weight, Hauling Limits: Mayor Shaha notes Ord. No. 95 - Road limit weight restrictions - Mayor notes biggest change now gives Administrator option to put limits on with guidance from Engineering and IHD vs. waiting for Council approval. Council in agreement. Mayor directed to send Ord. No. 95 with changes noted to Codification.

(2) Discussion: Ordinance No. 117 – Zoning Ordinance: Ailport encapsulates changes in Ord. No. 117 rewrite also known as Title 12 in new codification process. Many additional pages in Title 12, most are for staff and public benefit to explain processes and standards. Also incorporates other Ord. in Title 12. Review of what's new, changed, to do, and what is now omitted. Ailport asks for direction from Council so that she can move forward with P&Z Commission. Strand requested list of items still to be addressed after first amendments, Ailport will provide. Brockway compliments Ailport and P&Z Commission for a job well done, recapped work completed, consolidations and clarifies most of effort has been to address bigger and more timely concerns with smaller issues to be dealt with at a later date. Council directs Ailport to move forward with the suggested amendments to current ordinance 117.

(3) Discussion: Budget Fiscal Year 2017: Brockway led Council through notes from previous meeting and reaffirmed larger items in budget and proposed dollars for each project. Brockway notes template for budget has been completed but May financials are needed in order to complete template further. She expects to have a more completed template by next council meeting 7/14. Council agrees to include maintenance of City Park and public restrooms as new budget item in the amount of \$15,000 for preliminary amount. Efforts will be made to obtain reasonable estimates for some services especially janitorial. Mayor asks if there are other ideas for budget items related to City Park. Guthrie suggests basketball court beyond playground area. Council agrees to amount of \$5,000 for preliminary budget for future park improvements. Preliminary amount of \$30,000 for auto-read meters. Strand notes new meters could be a DURA reimbursable expense. GPS/GIS project suggested at \$25,000 addition to preliminary budget. Ontario St. culvert sleeve project suggested at preliminary budget addition of \$6,000. The preliminary budget will be ready for the July 14 regular council meeting. A special council meeting will be needed to adopt a formal preliminary budget between 7/15 and 8/11. Date and time to be determined.

IV. **NEW BUSINESS:**



- (1) Resolution: Approval of Fee Resolution – **Strand motions** to approve proposed Resolution No. 120 with new rates and fees schedule with **2nd by Brockway**. Roll call vote: All Ayes. **Resolution carries.**
- (2) Discussion: Planning & Zoning Board Member Appointments - Mayor appoints new member, Mike Jones and reappoints Marilyn Becker for her seat. Mayor is waiting to hear from Dean Johnston. Mayor is working to fill a vacancy due to Ednie’s resignation. Brockway feels Jones will be a great addition to P& Z. **Strand motions** to approve both appointments with **2nd by Brockway**. All in favor, none opposed. **Motion carries.**
- (3) Audit engagement letter - Mayor asks for approval from Council for cost of \$7,250. **Strand motions** to approve cost and directs Mayor to sign engagement letter, with **2nd by Kubiak**. All in favor, none opposed. **Motion carries.**

V. CONSENT AGENDA:

- (1) Payables
- (2) Minutes from 6/9/16 Council meeting

Strand motions to approve consent agenda, with **2nd by Guthrie**. All in favor, none opposed. **Motion carries.**

VI. FUTURE AGENDA ITEMS/MEETINGS:

- (1) Monday, July 4th – City Hall Closed & SPOT meeting cancelled
- (2) Thursday, July 7th – Planning & Zoning meeting
- (3) Wednesday, July 13th – DURA meeting
- (4) Thursday, July 14th – Regular City Council meeting

Mayor notes a presentation is needed at an upcoming ITD meeting and she may delegate to a councilmember to attend and present. Details to follow. Strand will have report re: Syringa Water for next meeting and asks that agenda item be added to discuss in detail.

ADJOURNMENT: **Strand motions** to adjourn meeting with **2nd by Brockway**. All in favor, none opposed. **Motion carries. Meeting adjourned at 7:34pm.**

Respectfully submitted, Michele Hutchings – City Clerk