



## **MINUTES : SPECIAL COUNCIL MEETING**

**THURSDAY, SEPTEMBER 21st 6:00 p.m. - DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO**

**Present:** Mayor Shaha and Councilmembers Brockway, Guthrie, Kubiak and Strand. Staff – Engineer, Jay Hassell; Treasurer, Tammy Anderson; Clerk, Michele Hutchings

**Public present:** See sign in sheet (attached)

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Mayor Shaha called meeting to order at 6:00 p.m. and led the Pledge of Allegiance

**II. PUBLIC COMMENT:** No public comment was given.

**III. UNFINISHED BUSINESS:**

**1) Discussion/Decision: Ontario Street update and decision:** Mayor asks if council has questions. Strand asks Hassell for update. Hassell explains one bid was received and is on the agenda tonight for either acceptance or rejection. FEMA has no timeline or indication of approvals. Could be 18 months to 5 years for possible FEMA reimbursement and that was timeline before hurricanes. Project could be funded by the City with no reimbursement. Strand asks if Idaho Office of Emergency Mgmt. (IOEM) may reimburse. Hassell says it's unknown if IOEM will still offer reimbursement and is asking if there should be another source for funding other than FEMA. Strand asks if going ahead with project would exclude from state funding. Hassell doesn't have percentage of probability. Probability of reimbursement from FEMA with existing bid is highly unlikely. Mr. Kuenzli asks if ITD might be helpful in funding and refers to previous closure of Hwy 2 some years ago. Hassell says ITD is not a party to funding discussions. Mr. Hagler comments on poor shape of L. Syringa. Strand says looking in range of \$170,000 for rebuild of Ontario which equals a couple of years of street funds. Mayor says there is \$238,000 in budget + \$254,000 was budgeted for Ontario. The longer a decision is postponed, more expense will be needed and possibly not funded. Mayor's main concern is temporary sewer line especially through winter. No confidence in FEMA reimbursements. Mayor and Hassell recommend that council agrees to repair now. Brockway asks what might be remaining in street budget if decision is made to move forward. Mayor states budget will allow for \$50,000 in maintenance i.e. snow removal, dust abatement, and grading. Possibly some small projects however, not enough to maintain pavement assets. Brockway would like all to understand that if Ontario project moves forward that budget for additional items will be limited. Mayor notes low water will be soon, now is the time to move forward. Strand asks about water removal from back side. Hassell notes dewatering is part of the bid. **Brockway motioned** to authorize the Mayor to award the project to the lowest bidder as-is and enter into an agreement for the City with the low bidder, **Guthrie 2nds. Roll Call vote:** Brockway-Aye; Guthrie-Aye; Kubiak-Aye; Strand-Aye. Unanimous, **motion carries.** Hassell thanks Mayor and Council and will work with the contractor to make arrangements to start the project. Mrs. Lynch asks if project will start within 6 weeks. Hassell will ask contractor to put forth schedule and make sure it is in accordance with bid. Lynch asks if there will be notification to local residents. Mayor notes updates will be posted to website as project moves forward. Mrs. Ramsey asks if contractor is responsible for the sewer line. Hassell confirms that both water and sewer lines will be repaired as stated in bid. Mayor notes water line is property of Syringa Water. City will be working with Syringa Water. Strand states sewer cutoff valves were installed in spring so line can be turned off for safety. Mr. Merithew cautions about road conditions - potholes and speeding. Strand has reported to Sheriff. Mr. Ramsey asks Hassell how elevation of culvert will be determined and Mrs. Ramsey asks if it will remain with continual water flow. Hassell affirms plan is to not change pool elevation and will also focus on best direction of culverts. Kubiak asks if screens will be on culverts. Hassell explains screens are not recommended. Mrs. Lynch notes north of road is full of refuse and asks if that will be cleaned out. Hassell says anything in the pool area belongs to the property owners City is only responsible for the right of way. Mr. MacAfee asks if City will be asking residents to clear that debris. Hassell suggests property owners work together to cleanup. MacAfee asks City to communicate with residents suggesting they do some cleanup. Hassell suggests notice and website advising property owners to remove debris once water level recedes.



#### **IV. NEW BUSINESS:**

1) Discussion/Decision: Proposed Resolution for vendor payments: Mayor introduces subject and reviews old ordinance and changes to new ordinance. Treasurer Anderson says new resolution list is smaller and City had incurred some late fees due to waiting for council meetings. Explains Mayor's authority to approve other bills from vendors not noted on resolution when a late fee would be incurred and the payment is within the council approved limits of the Mayor's duties. **Strand motioned** to accept Resolution No. 120 for vendor payments, **Brockway 2nds. Roll Call vote:** Brockway-Aye; Guthrie-Aye; Kubiak-Aye; Strand-Aye. Unanimous, **resolution passes.**

2) Discussion/Decision: Hach Quote #100281812v3 for chlorine analyzer: Strand reviews DEQ recommendation and need for analyzer. DEQ requires downhill monitoring but Mike Wade, Water Systems Mgmt. (WSMI) needs one for water going uphill for lesser lag time and margin of error to minimize problems. Strand proposes City will probably have to install a chlorine tank outside of the Water Treatment Plant (WTP) in near future. This new DEQ monitoring will double or triple chlorine usage and to have someone hand-carry the chlorine weekly is not ideal. **Strand motioned** to accept the Hach quote as presented and authorize purchase of equipment, **Brockway 2nds. Roll Call vote:** Brockway-Aye; Guthrie-Aye; Kubiak-Aye; Strand-Aye. Unanimous, **motion carries.**

3) Discussion/Decision: Alcohol catering permit application: Mayor introduces application to Council noting this is first in a long while to be presented in a timely manner for approval at council meeting. **Brockway motioned** to accept the approve the alcohol catering permit application submitted by Ivano's for Dover Bay Barn event on 9/23/17. **Kubiak 2nds. Roll Call vote:** Brockway-Aye; Guthrie-Aye; Kubiak-Aye; Strand-Aye. Unanimous, **permit approved.**

4) Discussion/Decision: Proposed Resolution for destruction of paper & audio files: Mayor reviews the need for purging of documents not required to be kept according to code. Clerk affirms City Attorney Snedden has reviewed and approved the lists presented as exhibits to the resolution. **Strand motioned** to accept Resolution No. 130 for destruction of audio and paper files, **Brockway 2nds. Roll Call vote:** Brockway-Aye; Guthrie-Aye; Kubiak-Aye; Strand-Aye. Unanimous, **resolution passes.**

**V. CONSENT AGENDA:** Mayor reviewed each item and asks for any questions. Brockway compliments all on thorough reports. Strand likes this method of reports rather than discussion throughout meeting. He gets most questions answered from those submitting prior to each meeting. **Strand motioned** to accept consent agenda as presented, **Kubiak 2nds.** Mayor asks if all are in favor, all ayes. **Motion carries.**

**VI. FUTURE AGENDA ITEMS/MEETINGS:** Mayor reviewed meetings - Strand says there will be no October meeting for DURA. Mayor notes (2) meetings for Council in October. Guthrie will not be present on 10/12. Strand says Idaho Rural Water Assn. (IRWA) may be in town 1st week of October to assist with water leak detection. Requests water system update be on agenda for next meeting. Brockway asks to have updates for the Ontario Street project on each agenda until the project is completed.

**VII. ADJOURNMENT:** **STRAND motioned** to adjourn, **Brockway 2nds. All in favor - motion carries.** Meeting adjourned at 6:42 p.m.

Respectfully submitted – Michele Hutchings, Clerk

CITY OF DOVER SPECIAL CITY COUNCIL MEETING  
 DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO  
 THURSDAY, SEPTEMBER 21st, 2017 @ 6:00 p.m.

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All phone & email updated in AAs 9-22-17 (meix)