

CITY OF DOVER
REGULAR COUNCIL MEETING

May 22nd, 2014

Dover City Hall

699 Lakeshore Ave., Dover Id 83825

CALL TO ORDER

Mayor Shaha was not in attendance.

The meeting was called to order by Council President Councilman Strand at 7:00 p.m.

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

Staff: Bryan Quayle (City Planner); Jacquie Albright (City Clerk)

No Public Present

Pledge of Allegiance

Council President Strand apologized for the confusion regarding 'Dropbox' All will be streamlined for council and staff use in the coming weeks.

UNFINISHED BUSINESS

- 1. Discussion/Update Water Ordinance** Councilman Strand reviewed the updated Water Ordinance with the added changes from Councilwoman Brockway, Councilman Hewitt, Attorney Snedden and Clerk Jacquie Albright. Discussion followed regarding Section 3 Service Area and some further clarification as to exactly what the service area encompasses. What will be required of a residence not within the service area but within City boundary? Council President Strand will review again and maybe add further appendices for clarification and/or add to Section 5 Description of Service. Other discussion surrounded Section 8 Meter accuracy; Section 17 Water Main Extension; Section 21 Delinquent accounts. Section 8 was discussed regarding charges to the property owner if the City has to clear access to a meter. It was determined that the City cannot charge the property owner neither can the City charge for a replacement meter.

The Resolution connected to the Ordinance will mimic the current rate and fee structure until the 2014-2015 budget process has been completed. There will not be an increase in rates therefore a public hearing is not warranted. An increase in the number of ERU's per account is not a rate increase.

Council President Strand and Planner Bryan Quayle will meet with Attorney Snedden regarding questions. Hopefully the Ordinance will be ready for Council to pass at the next meeting June 4th and the Resolution will be completed for the Regular Council meeting of June 12 2014.

- 2. Sherriff Contract** The agreement between the Bonner County Sheriff Department and the City of Dover was reviewed. A **MOTION** was made (Councilwoman Brockway) and seconded (Councilman Hewitt) to accept the LAW ENFORCEMENT AND PROSECUTION SERVICES AGREEMENT BETWEEN BONNER COUNTY AND THE CITY OF DOVER as presented. Roll call vote-Councilwoman Brockway AYE; Councilman Strand AYE; Councilman MacDonald AYE; Councilman Hewitt AYE. **MOTION PASSED**
- 3. City Beach IDOL Permit Update** Bryan Quayle supplied Council with an update regarding of the current Idaho Department of Lands (IDOL) permitting for swimming buoys, beach sand, rock groins and log boom for the City Beach. (See attached). The beach improvements and buoy permits have been combined into one request by the IDOL and have been submitted to all pertinent agencies except

the Corps of Engineers for review and comment. New IDOL policy requires applicant to send the joint application directly to the Corps. A biological assessment will be required by at least one of the agencies for the beach permit. Further information should be available for the June 12 2014 Council Meeting.

- 4. Discussion Council Meeting Drop Box** Council president Strand apprised the Council regarding 'Dropbox' and the legal ramifications surrounding NOT using Dropbox as an information stream and Council members and staff should use only for the purpose of Council Meeting Agenda items only. Council President Strand suggested a DropBox workshop for Council and staff late afternoon around 4:00-5:30pm. Date to be determined.

NEW BUSINESS

1. FY 2013 Audit & Representation Letter. The draft audit from Andersons for 2013 has been reviewed by council. A **MOTION** to accept the Audit as presented by CPA Andersons was made (Councilwoman Brockway) and seconded (Councilman MacDonald). All in favor, non-opposed. **MOTION CARRIED.**

Call for a 10min break.

2. IHD Dust Control Application, Mayor approved Scott Hanson from IHD updated the Council on the increased cost for Mag-Chloride (Dust control). Application for the city will begin on June 18 at a cost of approx. \$6,000. Cedar Ridge has been included in the City's order again this year. Because Cedar Ridge is a private road, the Mag-Chloride is being included in the City's order. The only way IHD will allow application on Cedar Ridge is to include the Mag-Chloride and application with the City. IHD wishes to have Cedar Ridge participate in Dust Control however, Dover City does not want the responsibility for ordering Mag-Chloride for Cedar Ridge in the future. A letter is to be drafted and sent to Cedar Ridge Homeowners Association informing them that Dover City will no longer be the order contact for ordering and applying (IHD) the Mag-Chloride (Dust Control) for Cedar Ridge. The 2013 invoice for Mag-Chloride sent to the Cedar Ridge Homeowners Association still has not been paid.

3. Discussion/Decision for Road Crack Sealing Scott Hanson (IHD) e-mailed his report concerning Crack Seal Coat for the streets within the City. His estimate was approximately \$5,255 including rentals, materials and labor. A bid was also submitted from AAA Asphalt Rescue Service for \$3,031.15 for 2301L.F. of asphalt crack repair materials and labor. No truck rental needed. Also, Larry Hanna (AAA Asphalt) and crew measured all the cracks and determined that 2301L.F. of crack seal was all that was needed. A **MOTION** was made (Councilman MacDonald) and seconded (Councilwoman Brockway) to accept the bid from AAA Asphalt Rescue Service. Councilman Hewitt abstained from voting as he recently worked with the contractor. Without Opposition the **MOTION CARRIED.** City Clerk, Albright will contact AAA Asphalt for complete documentation.

4. Road Projects For The Summer There is a lot to be done. Councilman Hewitt is prioritizing the customer complaints lodged this past winter and spring regarding the washout on Pine and Ontario. Both roads need to be fixed before the Mag-Chloride is applied. There are 1,050' of ditch line to be repaired that will be a shared cost, with Dover contributing \$1,050 plus tax dollars. Some of the damage to the roads themselves arose due to private property owner's driveways and lack of grading and culverts. Ditching costs include two private driveways. Councilman Hewitt will contact the property owners in question. A **MOTION** was made (Councilman Hewitt) and seconded (Councilman MacDonald) to accept the quote from IHD for work on Pine Street. Without opposition the **MOTION CARRIED.** Scott Hanson will submit a price for the Ontario ditches that have disappeared due to lack of installation of culverts by property owners, including Laughing Duck Lane (a private driveway before it became a road). Scott will supply breakdown and costs and suggested

that Marj Tilley be contacted as IHD has some money available that Dover may be able to take advantage of. Councilman Hewitt will contact IHD. Mayor Shaha and CPA Lou MacAfee will contact IHD Marj Tilley and review the LGIP fund. Lou MacAfee and Treasurer Zach Spohn will be working on the street fund and will also connect with Marj Tilley. A request of Marj Tilley that a report be submitted to Council regarding the LGIP. Breakdown is clear, Dover takes care of materials IHD takes care of labor. No other items were discussed for road projects for the summer.

5.Discussion Impact Fee Study Councilwoman Brockway reported that she had met with Bob Hoffman about development impact fees. New Growth and development will be required to pay no more than their compared share with regards to the % of impact. Tax payers like impact fees as fees provide supplemental capital and help with roads and bridges. Discussion about the slow growth of Dover in development and new buildings brought up the question as to if Dover should be considering implementing impact fees. Councilwoman Brockway suggested that if Dover had a 10 year plan in the works to actively seek development, then maybe an Impact Fee Study would be warranted. However, the initial outlay of money versus the length of time related to yield (pay back) would be costing Dover more than the City would gain. Discussion followed regarding levying a lodging tax for B&Bs and vacation rentals to secure more revenue for the City. Councilwoman Brockway and Council President Strand agreed that conducting a study for impact fees at this time was a low priority as far as City business is concerned.

6.Discussion on writing a Resolution Providing for Mayor Spending Limits Discussion surrounded the amount of the spending limit as ICRMP has a low limit (\$500) and other Cities have higher limits (\$5,000). It was agreed upon to research other Cities resolutions and have information ready for a future meeting.

7.Proposed Increased Rail Traffic and Potential Impact Councilwoman Brockway reported on a meeting she attended with Shannon Williamson (Pend Orielle Waterkeepers) concerning the impact of 60 more coal trains and 22 more oil trains travelling the Montana (Sandpoint, Dover) Idaho corridor and the possible impact and hazards due to the increased traffic. Sandpoint Mayor Logan has a letter determining specific impact studies be conducted and Sandpoint Council is putting together two Resolutions (one for Oil and one for Coal) to encourage safety and evaluation. Councilwoman Brockway asked if Dover Council would also sign the resolutions and be part of the process. Council was in agreement that they would first like to review the Resolutions before agreeing to 'sign on'. When Councilwoman Brockway has a draft of the resolutions submission for review to Mayor Shaha would be in order.

CONSENT AGENDA

A **MOTION** was made and seconded to accept the Consent Agenda Payables for May 2014 as presented with the exception of the 3 Amigos payment pending further enquiry. Consent Agenda **APPROVED**
Minutes will be reviewed at the next meeting.

EXECUTIVE SESSION

A **MOTION** was made by Councilman Hewitt to enter into **EXECUTIVE SESSION** citing Idaho Code 67-2345 Section 1(a) Personnel at 10:40pm. The **MOTION** was seconded by Councilman Strand.

ROLL CALL VOTE

Councilman Hewitt AYE

Councilwoman Brockway NAY

Councilman MacDonald AYE

Councilman Strand AYE

Having a consensus vote of 2/3 Council President Strand asked the Public to leave the room and the Executive Session was opened at 10:45pm.

UPON EMERGING from EXECUTIVE SESSION at 11:15pm Council President Strand resumed the Regularly Scheduled meeting of the Dover City Council at 11:16pm.

A **MOTION** to ADJOURN was made and seconded. **MOTION** carried. The regularly scheduled meeting of Dover City Council was adjourned at 11:20pm.

Respectfully submitted
Jacquie Albright, City Clerk