

**MINUTES**  
**CITY OF DOVER**  
**COUNCIL MEETING**  
**THURSDAY January 10, 2013 @ 7:00 p.m.**  
**DOVER CITY HALL**  
**699 LAKESHORE AVENUE, DOVER, IDAHO**

**CALL TO ORDER**

Mayor Curless called the January 10, 2013 City Council Meeting to order at 7:05 p.m.

Present at this meeting:

Council Members: Marguerite Burge, Dave Darling, Annie Shaha and Denise Travis.

Staff: Bryan Quayle (City Planner), Rob Tate (City Engineer) and Stephen Snedden (City Attorney)

Public Present: See Sign-in Sheet.

Pledge of Allegiance

Public Comment: Mayor Curless announced that the public comment time is 3 minutes per person. Additional comments on an already presented topic must be limited to new or additional information.

Dover resident Bill Stuble asked if something can be done to get the bike trail plowed. Mayor indicated it is not Dover's responsibility, it is Bike Trails'. Mayor stated we need to do something to try to get some movement from the state.

Dover Resident Bill Strand expressed concern with City Hall hours, and just what are they. Suggested posted hours, or even a sign on the door stating when someone would be back. Councilwoman Shaha asked if City hours were by resolution. Bill Strand also mentioned he knew of some qualified candidates but the hours and pay were quite low. Councilwoman Travis mentioned that we have a position for four days a week at x amount an hour. Mayor is concerned, as we will need to come up with another \$10,000-\$15,000 just to cover unemployment through this process so we will eat up that money real quick. Councilwoman Burge then discussed if the possible cut of personal property tax may affect the City. Mayor thought that would be about \$5,000 if they do away with it.

Bill Strand also suggested some sort of match up with people who need help with people who can help out. Not sure what it would be exactly, but wanted to bring up the topic of perhaps organizing something. Mayor suggested maybe Bill's website could help. Councilwoman Burge suggested contacting Senior Center as they may have some groups developed or known volunteers or other resources. Bill will continue to look into it.

**SPECIAL PRESENTATION**

Bill Strand presented his work on developing a new city website. This website would be ADA compliant and become the city's official website. He would need all agendas, minutes, etc. to be submitted in a word format so it can be integrated by direct-to-speech

technologies. Access of information is the latest ADA is beginning to regulate. Would also have all public forms, such as facility use agreement, request to be on agenda, request for public documents, ordinances and resolutions, water/sewer rates, email contacts, etc. to be made accessible. Also discussion on how to be .gov, not .org. Councilwoman Burge said she may have some information on .gov and will get to what she can find to Bill Strand.

Councilwoman Burge asked who would do the updates and how long it would take. Bill said it is reasonable to think it may take an hour a week maximum to update and keep current. He is happy to do it until we can select the appropriate person(s) to handle. What takes the longest is getting the information in the first place. More discussion on moving from the current Dover website to this one. Will review the website at next Council Meeting.

### **CONSENT AGENDA**

Councilwoman Burge motioned to move the Consent Agenda items #2, #3, and #4: Approval of December 14 Special Council Meeting Minutes, Approval of December 27 Ordinance Meeting Minutes and Approval of bills for December 2012 to the Consent Agenda to the January 16th Special Ordinance meeting. Councilman Darling seconded. Motioned carried.

**A motion was made by Councilwoman Burge to approve the regular Council Meeting Minutes from December 13, 2012. Councilman Darling seconded.**

#### **Discussion:**

Councilman Burge change to Councilwoman; Councilwoman Darling to Councilman. Correct time of meeting to 6:00 PM (from 7:00).

**Consent agenda approved with changes made.**

### **MONTHLY REPORTS**

IHD: Councilwoman Burge expressed concern about entering New Highway 2 from old Highway 2 as there is a growing volcano of snow blocking vision out onto the bridge on the Southwest side. Mayor stated they will be out with backhoe to do some work.

Engineer:

During mediation discussed revisions to facility plan, which have been done and resubmitted to John Tindell, DEQ. Intake plan has been submitted and once approved going to bid. Councilwoman Burge asked how long it would take to get approval for these, Rob thought within the month.

Public Hearing format: Rob will give presentation, then open to accept testimony, at the end give another 5-10 presentation to answer questions that come up during the testimonies. Then the Public Hearing portion is closed and at that time take the information under advisement so staff can prepare the documents for the next regular City Council meeting for adoption. There will be no written comments accepted past the Public Hearing.

Water crossing project is complete and operational.  
Water and Sewer reports are submitted to Rob and they will be included in Monthly Reports. He will also build a database that will enable the city to identify the older tanks to at least pop the lids to see if they need pumping.

Planner:

Bryan spent some time with the assessor's office recently. Several outstanding CO's recently issued and turned in to assessor.

Bryan was in contact with the tax commission regarding Urban Renewal boundary issue. While the tax commission did have the revised Ordinance it was not supplied by the City. Bryan sent back to tax commission with recording number on it. They came back with request for original map Sewell provided. Working with Sewell to get jpg of original supplied to tax commission. The December 31 deadline was met.

Bryan will meet with Dept. of Lands to make sure ad happened regarding the buoys for public comment.

Scenic byway follow-up and signage.

Had one building permit in Dover Bay last month. Refund going to DBD as a \$600 deposit was given to clerk and in error was not credited to DBD and they were charged again. Will appear in Treasurer report.

DEQ activity with old Post Office. They continue to put together covenants before property is deeded to the City which will limit the area where olds pumps use to be and probably have a covenant that no residential structures on that area. Does not think they will do a clean up in the area. If they can't clean it up, the covenants will release them from liability. It's within setbacks so not really an issue. Actually paving is one of the best things to do if leaving in place.

Still asking for new mapping of new bridge to apply to zoning ordinance.

Joint meeting January 17, 2013 would welcome ideas before hand.

At the year end P&Z meeting went on record to recognize service of Maggie Becker to the City over the years.

West Side Fire: Dale Hopkins. Talked to John Sletager about getting street signs up. Had a nice tour of water plant with Hal last week. Discussion with Bryan Quayle on mapping and specifically Eskridge Place. General discussion on street names, GIS and the difficulty of finding places in Dover in the past month. Councilwoman Burge will meet with Dale to discuss and follow-up with Bryan Quayle before meeting with BC EMS Chief Keith Cutter over response difficulties.

Road Department: Continued plowing and scraping

**MEETINGS:**

**DURA:** Councilwoman Shaha reported DURA received \$85,000 in December, which is more than usual. They will be paying the city once January check comes in. Discussion on looking into refinancing with rates so low. Reviewing attorneys hope to talk to a couple in March. Boundary issue acknowledged. Next joint meeting on Feb. 6, 2013 at 5:30.

**BCATT:** Primarily a party for outgoing Commissioner Rich.

**POCWA:** Councilwoman Travis attended a meeting Jan. 10<sup>th</sup>. Only 4 board members attended. Talked about the need for a regional effort for funding. Chair of Board is retiring.

**Water Protection Campaign.** Councilwoman Burge is meeting with Molly to review upcoming meetings. The revised MOA was approved and will be given to the Mayor for signature per Stephen Snedden. Hours contributed by Councilpersons will be submitted to Councilwoman Burge.

**Mayor:** Signed an agreement with Priest River to do sewer testing in their lab since Sandpoint had quit doing the testing for cities. Dream is to have testing done by the City eventually.

Waste management has a request to be able to charge \$10 for large waste containers to be brought to the site.

Time to look at the emergency plans. Bob Howard recommends we have a sheet added to the back of the County plan outlining our emergency routes. Councilwoman Burge will sit down with Councilwoman Travis and Westside Fire since they are the ones who implement an actual emergency evacuation effort.

Westside access negotiations, nothing has progressed that the Mayor is aware of from Union Pacific.

**Council Member Special Assignments:**

Denise Travis reported on her talks with Greg Edwards of Waste Management regarding bringing recycling to Dover. Greg says WM is not ready to add Dover to the program due to current recycling efforts in Sandpoint. He wants us to know he is still interested in bringing recycling to Dover. It's going to happen, but not financially feasible for them right now. Denise to follow-up in four months.

Annie Shaha will be working with PBA Fish and Wildlife to see if there is an opportunity to present our needs of a new water intake system due to water fluctuation. Next step is to get on an agenda. Dave Darling suggested she talk to George Eskridge.

City Attorney Stephen Snedden was sworn in by Mayor Curless.

**A motion was made Dave Darling to convene into Executive session pursuant to provisions of Idaho Code, 67-2345, Subsection 1(c) Negotiations/Property and Subsections 1(b), Personnel. Denise Travis seconded, no discussion, roll call vote:**

<b>Annie Shaha</b>	<b>Aye</b>
<b>Dave Darling</b>	<b>Aye</b>
<b>Peggy Burge</b>	<b>Aye</b>
<b>Denise Travis</b>	<b>Aye</b>

**Motion carried.**

Executive Session convened at 9:30 pm. Planner, Engineer and public were excused from the building.

**A motion was made by Dave Darling to close the Executive Session portion of the meeting at 10:50 pm, seconded by Denise Travis, all in favor by roll call vote:**

<b>Annie Shaha</b>	<b>Aye</b>
<b>Dave Darling</b>	<b>Aye</b>
<b>Denise Travis</b>	<b>Aye</b>
<b>Peggy Burge</b>	<b>Aye</b>

**Motion carried.**

No action was taken nor any decisions made during the Executive Session.

#### **ADJOURNMENT**

**A motion was made by Marguerite Burge to adjourn the Council Meeting, Annie Shaha seconded, all in favor, motion carried.**

Mayor Curless adjourned the January Regular Council Meeting at 10:55 p.m.

Minutes prepared by Annie Shaha, Councilwoman