

**MINUTES
CITY OF DOVER
COUNCIL MEETING
THURSDAY February 14, 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 7:10 p.m.

Present at this meeting:

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

Staff: Bryan Quayle (City Planner), Rob Tate (City Engineer) and Dagmar Breymann (bookkeeper) who left at 7:20.

Public Present: See Sign-in Sheet.

Pledge of Allegiance

Councilwoman Burge motioned to approve the amended the agenda, Councilman Darling seconded. Motion passed unanimously.

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 Sharon Strand requested an update (attached) on the status of the temporary bookkeeper hired by the Mayor in October.

Resident Bill Strand wanted to comment on the water rate discussion but was told it was on the agenda so he could not. As well, the public hearing portion had been closed. The comment period was not left open. It was suggested by Planner Bryan Quayle to have him address his comments during the agenda topic later in the meeting.

Resident Neal Hewitt asked why Westside Fire was not on the agenda. Councilwoman Burge apologized, it was an oversight in preparing the agenda.

CONSENT AGENDA

Councilman Darling motioned to approve Consent Agenda. Councilwoman Burge seconded.

Discussion:

Councilwoman Shaha did not want to pay Mr. Lempesis as the mediation did not proceed as promised. Mayor advised we did receive a letter from him. Mayor, Councilwoman Burge and Councilman Darling felt he had done enough and should be paid. Treasurer answered some accounts payable questions. Consent agenda approved unanimously..

MONTHLY REPORTS

Dagmar noticed problems with mail delivery on time. Several late fees billed in January. She will be issuing credit to residents who have let her know. Councilwoman Burge shed light on the fact that all mail goes to Spokane first, no matter what. Although the Post Master said he would hand deliver Dover mail if Dagmar asked. She is installing new Quicken software this week.

Engineer Rob Tate confirmed Intake project is out for bid and bid opening will be held on February 28, 2013 from 8:00-4:00 at his Coeur d'Alene office.

He submitted the latest Facility Plan to IDEQ two weeks ago. When approved, we will have to schedule a public hearing for the Facility Plan. Ralph Sletager has requested a copy.

Rob asked if Colleen Culwell could get historical data (meter read system) to him so he can work with Bill Strand on his records request.

No response back from ITD on legal description of property along Old Highway 2 section from US Highway 2 to junction of Dover Bay Pkwy and Railroad Ave.

One request for new septic service from Patrick on Cedar Ridge which Patrick is working on. Also a question on maintenance on Syringa. Between the main and septic, which is City's responsibility.

Rob handed out breakdowns of water rate information and cash flow for the rate discussion.

Councilwoman Burge asked about the river pump malfunction. He did not know about it. Councilwoman Burge directed him to follow-up on it.

Planner Bryan Quayle met with Ralph Sletager and Councilwoman Shaha regarding funding opportunities. Hopes to have presentation to Council for March or April.

Reactivating agricultural component efforts for comprehensive plan.

New flood plain elevation certificates have been issued from FEMA. Some concerns with new forms, but heading in right direction.

County Planning Department in contact with Bryan regarding renegotiating Area of City Impact and provided link to a report with 125 different impact agreements within the state. Has not had chance to review, but feels we need to be prepared to enter in the negotiations. It will not include AIC between the City of Sandpoint and Dover.

Old Post Office site update. Draft report had missing exhibits, now the ones submitted are too blurry to read. Asked for new one from DEQ. Also opened up some notes on the drilling which he will share with Rob. Eventually, when the deeds come forward, we need be on top of it.

Tax commission accepted amended URA mapping; city should now see appropriate taxes.

Bryan recommended we all attend the ICRMP workshop in Sandpoint next week.

Councilwoman Burge asked Bryan about when a business gets a Special Use permit, i.e. the daycare, how long is the permit valid even though it is not functioning as the permit (daycare, but being used as a home now). As long as they maintain the facility for the permitted use the permit is valid.

Mayor has put road weight restriction signs on Pine and Lower Syringa and Ontario.

Councilwoman Shaha asked why a small section of Railroad Ave. was closed. Rob Tate stated it is technically the State of ID right of way and was part of the bridge project (realignment), it is being abandoned and transferred to City of Dover. But it was State's right to make that decision for realignment.

Councilwoman Burge asked Councilwoman Shaha to ask Dover Bay to put up a sign at Jackson and Becker, as there is no Jackson sign at this corner.

Mayor reported SPOT is now the 2nd largest in District 1 with over 91,000 riders expected for this coming year. Councilwoman Burge would like to see more trips to Dover. It is not an attractive option for many Dover residents because it's over 4 hours to get back to Dover. She would also like to see a sign on the SPOT Office Door.

SPECIAL PRESENTATION

Bill Strand presented his continued work on a new city website (presentation attached) at no cost to the city. Councilwoman Burge felt the time to get it up and running would be when we have a new City Clerk. Councilman Darling stated how impressed and appreciative he is of Bill's time and efforts. This will be a discussion/decision agenda item for April Council meeting.

WATER RATE DISCUSSION

Public hearing cannot be opened without an advertisement since it was previously closed. Bill could submit information to Staff to review to comment back to council, which is what Rob recommends. Councilwoman Shaha suggested opening up the Public Hearing again. Rob advised the need to advertise and agenda the public hearing to the March Council Meeting so council can accept additional information (only new information) for the rate discussion.

Bill Strand is frustrated with his last 3 requests for public information that have not been filled in over two weeks. Mayor acknowledged Bill's requests.

Councilwoman Burge motioned to table the water rate discussion and advertise for a second Public Hearing to accept new testimony and Rob's further information to be held at the March Council Meeting. Councilman Darling seconded, motion carried.

QUARTERLY BUDGET REVIEW

Councilwoman Shaha presented a review based on information received. City has received zero state funds for the quarter. City still able to be over budget on income for the quarter by \$13,578. On expense side, over spent budget by \$35,603. Net income under budget by \$20,885. Councilwoman Shaha to look into possible SPOT expenses and other questions that may be able to be removed in future reviews. Discussion on Admin payroll expenses for treasurer, accountant, clerk to be reviewed.

COUNCIL TOPICS

Councilwoman Burge discussed her meeting with Councilwoman Travis and the fire chief regarding the disaster plan information. She has talked with Hal who is unaware where the water department's disaster plan is or if it exists. He then contacted Department of Rural water who said we must have one so they are searching. Neal Hewitt knows there is one for the sewer department, she will look into with Patrick. He doesn't know if there is a water contingency disaster plan at the sewer department.

Dale Hopkins from Westside Fire discussed community awareness of a disaster and notification. Bonner County 911 and Bonner County EMS, secured 3 years worth of grants to contract for mass notification to the county that is similar to reverse 911. Residents will receive messages to land lines. It will do 60,000 calls an hour and be functioning in 2 weeks. Cell phone, emails, other modes of communication will take another 6 weeks and residents will need to sign up for that.

Dale then discussed a possible mill rate increase for Westside Fire. For the most part, Dale does all 911 calls by himself. Need to find volunteers, hire some people, or go out of business. Westside Fire use to get the majority of its funding through EMS and transports. The fire money is less than half of budget. When Bonner County started their own EMS the revenue for the department went away. Simultaneously it has gone from one small station to now 2 new stations, new trucks. Revenues down, expenses went up. Not enough tax base to pay basic utilities, insurance, basic operations. The chief has retired and there is not money to replace him. The reality is if you can't pay the electric bill it has to be shut down. Wrenco can't be shut down, Laclede is virtually shut down unless in the station. Only place to save money is the Dover station.

Councilwoman Burge had another meeting with Source Water Protection project. Moving forward with signage on beach and marina if permitted and brochures and other outreach projects. Memorandum of Understanding has been amended per Council's request. It will be signed by the Mayor and forwarded to Jace Bylenga.

Councilwoman Burge motioned to approve applying weight limits to the roads for 2013. Councilman Darling seconded; motioned carried.

PARKING ON CITY STREETS DISCUSSION

Councilwoman Burge wants to know what streets we have parking signs on. Mayor confirmed they are on Upper Syringa, 3rd and 4th through the winter, so we may take down for the summer. Councilwoman Burge feels the increase in traffic for the Post

Office and SPOT that leaving them up would be a better idea. Have a problem with vehicles parking on the road. Railroad Ave was also discussed as an area that may need signs. Half of the homes on Railroad don't have private drives, so homeowners park on the right-of-way and subsequently break water meters once in a while. Discussion of no parking on street vs. no parking on right-of-way. Councilwoman Burge suggested marking the meters somehow to help remind residence not to run over them.

A motion was made by Councilwoman Burge to convene into Executive Session pursuant to provisions of Idaho Code, 67-2345, Subsection 1(i) Negotiations/Property, (f) Litigation and (j) Litigation. Councilman Darling seconded, no discussion, roll call vote:

Annie Shaha	Aye
Dave Darling	Aye
Peggy Burge	Aye
Denise Travis	Absent

Motion carried.

Executive Session convened at 10:00 pm. Engineer and public were excused from the building.

A motion was made by Councilman Darling to close the Executive Session portion of the meeting at 11:10 pm, seconded by Councilwoman Shaha, all in favor by roll call vote:

Annie Shaha	Aye
Dave Darling	Aye
Denise Travis	Absent
Peggy Burge	Aye

Motion carried.

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

ADJOURNMENT

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

Mayor Curless adjourned the February Regular Council Meeting at 1:16 p.m.

Minutes prepared by Annie Shaha, Councilwoman