

# REGULAR COUNCIL MEETING MINUTES

**April 23, 2015 @ 6:00pm**  
**Dover City Hall,**  
**699 Lakeshore Avenue, Dover, ID 83825**

**Council and Mayor Present:** Mayor Annie Shaha, Neal Hewitt, Rowdy MacDonald, Bill Strand, Diane Brockway

**Staff Present:** City Clerk, Jacquie Albright, Engineer Rob Tate

**Others Present:** IRWA Diane Sauer, T-O Engineer Scott McNee, Molly McCahon (Lake\*A\*Syst) former councilmembers, Peggy Burge, Denise Travis.

**Public Present:** Gloria & Bill Stuble.

## **I. CALL TO ORDER.**

Mayor Shaha called the meeting to order at 6:02pm. Pledge of Allegiance

**II. PUBLIC COMMENT.** Peggy Burge commented on the absence of the 'mud' at the entrance to City Hall (now a bike rack). Gloria Stuble asked if the Dover Picnic would be scheduled for 2015. Bill Stuble reported that the question he had posed to Council at the April 9<sup>th</sup> meeting had been fully answered by Councilman Strand.

**III. SOURCE WATER PROTECTION PLAN AWARD:** Diane Sauer from Idaho Rural Water Association (IRWA) presented the Source Water Protection Plan Award for Dover to (previous Councilmembers) Peggy Burge and Denise Travis; Lakes Commission member Molly McCahon, and current Councilwoman Diane Brockway. Diane Sauer gave a 'condensed' version of the collaboration of man hours, work and dedication the recipients have given by the development of signage; doggy-do stations; riparian buffers; guide books; radio spots; septic pumping schedules and by engaging aquatic specialist and herbicide eradication specialists. Appreciation was shown to the team for their dedication in protecting Dover's Source Water Supply. Photo Shoot.

*New Business Item 3: moved forward to accommodate Scott McNee's travel time.*

## **3. T-O Intake Review**

T-O Engineers have completed a review of the City's existing raw water intake system. The installation of a flow meter inside the intake valve has both raised and answered questions regarding, gallons per minute flow; air intake; condition of the impellers and the intake line. Discussion surrounding possible build out; size of intake pipe; review of construction plans for a new intake system; possible dredging of the sand bar and conforming to Idaho Department of Environmental Quality (IDEQ) facilities plan. T-O Engineers speculated that the current system could last a number of years (10-15) with modifications (vault-humidity corroding controls) and improvements. Moving forward with the current system, Council requested a comprehensive list of improvements with estimated costs and a work/time schedule to help with the upcoming budget review. Mayor Shaha thanked Scott McNee for all his work and presentation. Please see the complete report for more detailed information.

#### **IV. UNFINISHED BUSINESS.**

1. Update 911: Councilman MacDonald updated Council on the 911 e-mail address that now notifies simultaneously both the assessor and GIS. Dover Bay Development (DBD) will install the 'Becker St.' sign replacing Jackson Street and Marina Way is yet to be numbered.

2. Fire Station Land Deed: Attorney hold up. Mayor Shaha will follow up.

3. Rail Road Emergency Crossing Bid Award: Rob Tate had supplied a rubric and tabulation of all the bids submitted. A **MOTION** was made (Councilman Strand) and seconded (Councilman Hewitt) to award the Emergency Crossing Bid to Fitzpatrick Contracting Inc. at a cost of \$24,583.08. Roll Call Vote: Councilman MacDonald-AYE; Councilman Hewitt-AYE; Councilwoman Brockway -AYE; Councilman Strand -AYE. **MOTION** passed.

#### **V. NEW BUSINESS**

1. SPOT Strategic Plan Bid Proposal: PLANGINEERING, LLC. Carole Richardson, PE submitted a scope and fee schedule for the development of a strategic plan for SPOT. At a cost, for the 6 tasks listed at \$7,930. The plan will assist SPOT in generating more funding and will develop a course of action for growth. A **MOTION** was made (Councilman Hewitt) and seconded (Councilman Strand) to approve the Strategic Plan Proposal for SPOT as presented from PLANNINEERING LLC., at a cost of \$7,930. Roll Call Vote: Councilman MacDonald -AYE; Councilman Hewitt-AYE; Councilwoman Brockway-AYE; Councilman Strand-AYE. **MOTION** passed

2. Direction for the New City Planner: New planner Lisa Ailport requested Council prioritize the tasks to be accomplished and how to divide her time. Council discussed the comprehensive plan; Ordinances; P&Z Commission; standardizing and streamlining the Building permit process and an ADU review. Council will ask Ailport for a proposal to establish a Comprehensive Plan using a few hours per month (of the 40 hrs. contracted) to work on the comprehensive plan. Priorities set by Council:- (1)Building Permits-streamline and confirm point of contact. (2)ADU Review – to recoup some of the already lost income. (3)Comprehensive Plan- Planner Ailport to advise Council on time spent. (4) New Development-Elevation form to be included in the Building Permit package. Mayor Shaha asked Councilman Hewitt if he would please review the current building permit packet supplied by Sewell Engineers.

3. T-O Intake Review: Moved item to earlier time. See above.

4. Quarterly Financial Review: Quarterly is not available at this time. Quarterly will be published by the end of the month. Moved to May 14<sup>th</sup> 2015 Regular Council Meeting.

5. Contract: Auto Water Meter Reading: A **MOTION** was made (Councilman Hewitt) and seconded (Councilman MacDonald) to accept the Independent Contractors Agreement from Frank Cafferty for auto-water meter readings beginning as soon as possible. Roll Call Vote: Councilman MacDonald -AYE; Councilman Hewitt-AYE; Councilwoman Brockway-AYE; Councilman Strand-AYE. **MOTION** passed.

**VI. CONSENT AGENDA:**

A **MOTION** was made (Councilman Strand) and seconded (Councilman Hewitt to accept the Consent agenda as presented. Roll Call Vote: Councilman MacDonald –AYE; Councilman Hewitt-AYE; Councilwoman Brockway-AYE; Councilman Strand-AYE. **MOTION** passed.

**VII. FUTURE AGENDA ITEMS:**

Mat 12<sup>th</sup>, 2015 Budget Workshop at 4:00pm.

May 14<sup>th</sup>, 2015. Executive Session at 5:00pm-Attorney Stephen Snedden.

**IX. ADJOURNMENT:** **MOTION** to **ADJOURN** was made (Councilwoman Brockway) and seconded (Councilman Strand) at 7:51pm. Roll Call Vote: Councilman MacDonald –AYE; Councilman Hewitt-AYE; Councilwoman Brockway-AYE; Councilman Strand-AYE. All in favor. **MOTION** passed.

Respectfully submitted      Jacquie Albright