



MINUTES : REGULAR COUNCIL MEETING

THURSDAY, DECEMBER 8, 2016 6:00 p.m. - DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Shaha and Councilmembers – Brockway, Guthrie, Kubiak, and Strand. Staff – Clerk, Michele Hutchings. Public present – Regan Plumb and Eric Grace of Kaniksu Land Trust

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

II. PUBLIC COMMENT: None offered

III. GUEST SPEAKER: Eric Grace, Executive Director - Kaniksu Land Trust – Public Access to property RPD00000197200A. Kaniksu Land Trust is pleased with relationship with Dover and involvement with Storywalk and Comp Plan. KLT is now hoping to purchase 160 acres of property within Dover with future plans for public education and health while partnering with Idaho State University, North Idaho College and Idaho Dept. of Lands. Project has support from Trail Mix, Sandpoint Nordic Club and Pend Oreille Peddlers. Access easement is from Pine Street on Weisz property. Pine Street Woods is current project name. Financial details discussed and Council asked various questions. Brockway noted land conservation was popular during Comp Plan discussions and agreed this would fit well. **MOTION by Brockway** to direct Mayor to offer letter of support, Kubiak **2nds. All in favor, none opposed - MOTION carries.**

IV. UNFINISHED BUSINESS:

1) Discussion/Decision: Website maintenance proposal – Strand explained history of website. Discusses interview with prospective website maintenance provider explains not a lot of work needed now and future projects can be bid separately. Brockway asks about possible student to do some of the work. She asked what estimated average time would be, Strand estimates 3 hours monthly or \$2,500 annually. Strand will work with Roundbox for IT however, suggests council should plan to budget for \$15,000 within 3 to 4 years for IT support. Council agrees to move forward and directs staff to use Roundbox for IT in future.

2) Discussion/Decision: City issued email addresses – Mayor asks if Council would like to go to City issued email addresses. Explains it would make public records requests more thorough and transparent. Clerk would have access to emails to collect & distribute according to public records law. Will not be requirement for Council to use however, advisable. Brockway asks who would set up, Strand confirms already been done. All Council in agreement, Mayor confirms this project will move forward.

V. NEW BUSINESS

1) Discussion: Business Licensing - Mayor confirms Ord. No. 98 requiring business registration has been reviewed by attorney who suggests follow through. City has not been enforcing recently but will begin again in 2017. Brockway asks about Air B&B, VRBO, Internet based home businesses. Mayor will work with Marley and Snedden to finalize questions and concerns.

2) Discussion/Decision: Ordinance No. 142 – Regular meeting dates and times for 2017 - Mayor asks for discussion as to whether or not Council would like to remain with same meeting schedule. All Council agrees to keep schedule without changes. Clerk directed to post annual meeting notices by January 2017.

3) Discussion: Dover/IHD JPA Agreement – Mayor informs council IHD is reworking agreement.

VI. CONSENT AGENDA: Mayor asks if Council has questions or concerns about Payables, October financials, Minutes of November 10th Council Meeting, Written staff reports as presented. Kubiak referred to Trail Mix, Brockway explains her involvement. Mayor clarifies balance sheet not completely accurate. Strand asks about building inspection fees on Kinney/Ontario St. project. Strand asks how DEQ water plant inspection went, Mayor advises City now waits for letter of findings from DEQ. **MOTION by Strand** to accept Consent Agenda as is, **Guthrie 2nds. All in favor, none opposed - MOTION carries.**

VII. FUTURE AGENDA ITEMS/MEETINGS: Mayor reviews dates listed on agenda. Council notified that 1/26 will open with public hearing for both P&Z fees and Floodplain Ordinance.

VIII. ADJOURNMENT: **MOTION by Strand** to adjourn, **Guthrie 2nds. All in favor, none opposed - MOTION carries.** Meeting adjourned at 7:23 p.m.

Respectfully submitted, Michele Hutchings – City Clerk