



MINUTES: REGULAR COUNCIL MEETING
THURSDAY, MARCH 14th, 2019 @ 6:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Councilmembers Brockway, Goodvin, Strand. Mayor Shaha attended via phone. Councilmember Evans absent. Staff – Planner Clare Marley, Engineer Jay Hassell, Engineer Scott McNee, Clerk Michele Hutchings.

Public Present: Sign in sheets recorded with minutes

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE Council President Strand called meeting to order at 6:00 p.m.

II. GUEST SPEAKER: Mark Sauter, Bonner County Fire Chiefs' Association – Informed of proposed changes to Bonner County EMS system. His group is developing their own plan and will be submitting to Bonner County Commissioners May 12th. Would like to return after mid-April to present their draft plan to Mayor, Council and public. County assets and personnel to be used integrating all Bonner County Emergency Mgmt. Service employees in future plans.

III. PUBLIC COMMENT: Jay Bredl resident of 621 Ames Way, President of Parkside HOA, member DBPOAFAC (Dover Bay Property Owners Association Financial Advisory Committee) asked about Fire Station- how many full-time employees and how many volunteers? Noted that emergency access gate at railroad tracks near fire station has many padlocks. Who has keys to gate? Why is the access not plowed in case of emergency? Would like as future agenda items for discussion. John Windju resident of 653 Dover Bay Pkwy, President of DBPOAFAC read letter previously submitted for council review in response to request for comments re: changes to sewer ordinance. No other public comments.

IV. OLD BUSINESS:

1) Discussion/Update: Discussion/Decision: Results from T-O Engineers Supplemental Agreement No. 6 - Syringa Heights Water District (SHWD) Rate Analysis and Recommendations – Strand explained no decisions to be made this evening, looking to review analysis and cost benefits to City of Dover users. McNee reviewed his analysis. Cost-based analysis, uniform rate structure based on consumption. Strand asked council for any requests for changes to parameters. Strand sees advantages of cost and extra capacity available. Council agreed could be beneficial. Mayor requested feedback from SHWD (Syringa Heights Water District) before giving further direction to T-O. Mayor disappointed that no SHWD representatives attended meeting. Brockway and Goodvin agreed to wait for SHWD position. Direction from council is for T-O to keep as draft. Will review again once SHWD engineer has reviewed and commented. McNee will send draft to Blankenship of Sewell Engineering for SWHD.

2) Discussion/Decision: DURA Water Systems Project Participation Agreement – Strand reported at DURA meeting 3/13/19, all agreed to have joint meeting on 4/10/19 Wednesday @ 5pm to finalize participation agreement with appendix of this year's projects. Discussion later in this council meeting asked for DURA to agree to schedule instead for council meeting on 4/11/19 with a start time of 5:00 p.m. for consolidation of meeting dates. Strand will follow up.

3) Discussion/Update: Water Loss - Strand reviewed his report findings noted reconfiguration was necessary in order to gain better data. Leak from Essex tank downhill to lower Dover is likely where transmission travels under railroad tracks and bridge. Goodvin asks if leak under tracks, what is process? Strand noted difficult to test in that area due to acoustic process. Follow up report and update to be on April 11th agenda.

4) Discussion/Update: Cedar Ridge Road - Hassell reviewed his report in detail. Brockway stated she and Goodvin are residents of Cedar Ridge Rd. City attorney confirmed they may participate in discussion and decisions. Hassell suggested portion of road outside of city limits (in county) may require attorney advice before moving forward with agreement. Hassell also suggested CROC (Cedar Ridge Owners Co.-HOA) contribution toward costs be determined. Goodvin asked about life expectancy of geotextile fabric. Hassell affirmed if maintained properly, can last a long time. Brockway suggested city begin negotiations with CROC. Mayor asked Hassell about slide area and costs estimated of \$28,300. Hassell noted 2 of the 3 previous areas of concern have self-healed. Area in question will need public works licensed contractor to perform work. Mayor suggested possibly \$8,100 covered by city, balance by CROC. Deeding over property where tanks are will be negotiated. No plans for future paving. Brockway, Strand and Mayor agree maintenance will remain as-is today, same as other unpaved roads in Dover. Mayor will schedule meeting with CROC. Mayor will try to schedule meeting with all parties before 4/11/19 meeting. Status report will be on 3/28/19 agenda.

Respectfully submitted, Michele Hutchings – Clerk
As approved by Council at meeting on March 28th, 2019 (mch)

5) Discussion/Update/Decision: Parkside/Pomrankey addressing - Brockway reviewed findings and presentation materials. Plats, replats, street naming, addressing, block addressing, encroachments all points of discussion. Explained 4 options for decision tonight. All council agreed Option 1 would be least impactful to residents. Mayor asked if family names are approved by families prior to issue. Questioned if family names are issued, and families vehemently object, how do we deal with this. **Goodvin motioned** to proceed with Option 1, directing Clerk to coordinate with Developer for road names and giving direction to County GIS for addressing. **Roll Call vote:** Brockway-Aye; Evans-Absent; Goodvin-Aye; Strand-Aye. All Ayes, motion carried.

V. NEW BUSINESS:

1) Discussion/Decision: Appeal of Administrative Decision File #ADMIN017-19 : 227 Lakeshore Ave. - Marley recognized that landowners were in attendance and reviewed her staff report thoroughly noting city codes, process of 6-12-12 ordinance amendment approved in December. All structures need to adhere to setbacks. Planner decision was verbal. Marley recognized need to amend code. P&Z (Planning & Zoning Commission) agenda 4/4/2019 will have discussion for amendment to ordinance. Goodvin asked if proposed fence would violate a clear sight triangle. Marley deferred to Hassell as expert on vision triangle. Brockway affirmed that with current code lot line fence would not be in compliance. Strand agreed amendment to code is needed. Travis restated intent of lot line fence. Strand favors granting appeal in this case. **Brockway motioned** to uphold the administrative decision for File #ADMIN017-19, but allow the construction of the fencing at the owners' risk while a code amendment is considered, provided the sight distance triangle standards are met. **2nd by Goodvin. Roll Call vote:** Brockway-Aye; Evans-Absent; Goodvin-Aye; Strand-Aye. All Ayes, motion carried. Marley will provide decision letter to land owners. Strand asks about timeline. Marley suggested draft could be reviewed by P&Z 5/2/2019, Council could see on agenda by 5/23/19 or soon after.

2) Discussion: Changes to Sewer Ordinance - Strand reviewed history of last ordinance approval in 2016 and the 2 years of reviews and considerations by council through public meetings and workshops. Strand reviewed presentation document. Current budget does not support possible areas for additional sewer services. Referred to proposed T-O Engineers Supplemental Agreement No. 7, agenda item V.4. (see below)

3) Discussion/Decision: Budget Hearing Notification to County Clerk - Mayor noted Aug. 8th would be usual date of meeting, verified Festival dates for 2019. **Goodvin motioned** to schedule the annual budget hearing on August 15th at 6:00 p.m., **2nd by Brockway.** All in favor. Clerk directed to submit to County Clerk.

4) Discussion/Decision: T-O Engineers Supplemental Agreement No. 7, City of Dover costs for providing additional sewer services- Council agreed that services asked by residents to be provided city should be reviewed. **Goodvin motioned** to approve the T-O Engineers, Inc. Supplemental Agreement No. 7 in the amount of \$3,400 as presented, **2nd by Brockway.** **Roll Call vote:** Brockway-Aye; Evans-Absent; Goodvin-Aye; Strand-Aye. All Ayes, contract approved.

5) Discussion/Decision: T-O Engineers Supplemental Agreement No. 2, Engineering for Chlorine injection system- **Goodvin motioned** to approve the T-O Engineers, Inc. Supplemental Agreement No. 2 in the amount of \$16,740 as presented, **2nd by Brockway.** **Roll Call vote:** Brockway-Aye; Evans-Absent; Goodvin-Aye; Strand-Aye. All Ayes, contract approved.

6) Discussion/Decision: BNSF Sandpoint Junction Connector Project – Request for Comment - Marley reviewed some possible items to be addressed in formal comment and noted comment deadline of 3/25/19. According to BNSF statement, socio economic impacts would be minimal. Strand concerned about water source and potential impacts to Dover water system. Goodvin asked if periodic testing of water quality will be done. Could not be confirmed. Brockway concerned with influx of workers, families, and reminded that affordable house in area is limited. Brockway suggested drafting similar letter as previously sent with some additional concerns noted. Brockway will initiate letter.

VI. CONSENT AGENDA: Council had no questions about consent agenda items. **Brockway motioned** to accept the consent agenda as presented, **2nd by Goodvin.** All in favor, motion carried

VII. FUTURE AGENDA ITEMS/MEETINGS: Strand reviewed upcoming events. Strand not available for 3/28 meeting, may appear by phone. First meeting in April will be have budget on agenda. DURA board will be requested to have joint council meeting on regular council meeting date of 4/11/19.

VIII. ADJOURNMENT [Action Item]: **Brockway motioned** to adjourn the meeting, **2nd by Goodvin.** All in favor, motion carried. Meeting adjourned at 8:31 p.m.

Mayor completed conference call participation at 8:12 p.m.