



## **MINUTES : REGULAR COUNCIL MEETING**

**THURSDAY, OCTOBER 26th 6:00 p.m. - DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO**

**Present:** Mayor Shaha and Councilmembers Brockway, Guthrie, Kubiak and. Staff –Engineer, Jay Hassell; Planner, Clare Marley; Treasurer, Tammy Anderson; Clerk, Michele Hutchings

**Public present:** Bill and Gloria Stuble, Brett and Kristy Evans, Mark Sauter, Bob Hansen

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Mayor Shaha called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Mayor took note of visitor carrying sidearm and asked council if comfortable with proceeding or if need to adjourn meeting. Strand stated he's comfortable, Brockway and Kubiak don't care for it but will proceed, Guthrie had no objection.

**II. PUBLIC COMMENT:** No public comment was offered

**III. UNFINISHED BUSINESS:**

**1) Discussion/Update: Ontario Street Emergency Repair Project:** Hassell gave update explaining old culvert is about 3' deeper than expected. Plans are being changed in order to keep water free flowing. Siltation combined with animals may have created problem over years. Broke a Syringa water line due to stub not on maps. Temporary water bypass created. Construction Safety is an issue especially with school children. Measures are being taken to restrict access and ensure safety. Mayor and Hassell have conference call with Idaho Office of Emergency Mgmt. Friday. Hopeful for encouraging funding news. Strand asked about project timeframe, Hassell confirmed all on schedule. Strand asks about 4 culverts he saw. Hassell says they are 20' length sections to make 1 culvert. Brett Evans asked Hassell if culvert is lower than water level, was there not intended to be a pond? Hassell says not creating pond just putting it back to ordinary water level. Strand explains silting drove level of culvert up above what original design was. Hassell says water level has evolved over decades. It is being restored on the upstream side to keep the original pond water level before the failure while still allowing water to flow freely.

**2) Update: Bat Remediation:** Mayor asks if council has any questions about report provided by Anderson. Strand noted upper pump station may have a problem with bats as well, suggests looking into. Anderson suggests considering quarterly pest control at pump houses especially for bee populations. Strand says WWTP (Waste Water Treatment Plant) is especially susceptible to bees.

**3) Discussion/Update: Water Facilities Improvement Project:** Strand gave overview and summarized presentation with focus on upgrades primarily in area of data control. FY2018 plans include PLCs (programmable logic controllers) with cellular communication, a starting point to get data to Mike Wade & WSMI to determine water level at main water storage tank and will help trouble shoot water loss. Cell service is estimated at \$300/yr. Brockway asked if this was budgeted for, Strand says will be in FY2019 not likely FY2018. Draft bid packet received and will be ready for Council next meeting. Brockway referred to 10/2016 draft plan and #3 option agreed upon. Strand said already submitted to DEQ but not finalized yet due to DEQ questions and required changes. Brockway asks if Phase 1 matches what was approved. Strand said no, due to shortage of money available. Strand confirms there are now 5 phases. Brockway suggests the phases, elements and financial picture be provided to council when bid packets are to be considered at next meeting. Mayor confirms Strand has done just that and understands it would be helpful to share with all council. Brockway asked for WSMI invoices with line items associated with project so that all costs can be attributed to the project specifically. Mayor thanked Bob Hansen (WSMI) for thorough invoicing. Brett Evans asked Strand if water inlet pumps have meters on them and how PLC is going to help? Strand explained pump controls, SCADA system, and data logging. Mike Wade will monitor without having to drive up and look inside holding tanks. Strand says 6 control loops at WTP now. Will soon go to level control and flow control. PLCs will handle 16 control loops in the system. Bid package will be out in next couple of weeks for PLCs and level transmitters. Variable speed pumps maybe considered this time next year.

**4) Discussion/Update: Water Loss, Leak Detection, Prevention:** Strand reviewed presentation and gave history back to 2013 noting that when City went to pay by gallon, residents found lots of leaks in their households. Last winter there was a spike. According to Strand's data, City is now losing more water than it is consuming. July & August there was 6-7% water loss. Now overall 35% water loss and winter months are more than 50% loss. Large geographic area has

As approved by Council at 11/09/2017 meeting (mch)



hampered leak detection. Possible leak in floor of main water storage at Essex. IRWA (ID Rural Water Association) put acoustical meters on hydrants to determine leaks. Still some areas not checked yet. 4 leaky hydrants have been found and repaired. One unknown residential meter recently discovered which accounted for 250,000 gallons over 3 years. Difference between production in 2014 and present is 20,000 gallons per day, which is the water loss amount. Looking into 3 unmetered connections into the Dover Bay water main on the East side of Thorne, on drawings but no record of them. Also investigating possible water connection on East end of Hwy 2. Suggests isolation valve and decommission fire hydrants in that area for 2 weeks. Mike Wade agrees isolation valve would be a good idea, line is very long. Area has gas main and other lines 6' down. Cutoff valve would be easier. Mayor suggested City will need to add about \$6 per ER a month in fees to residents if water loss continues or gets worse. IRWA suggests leak further down the line opposite Syringa Rd. Guthrie suggests Rob Tate may have information. Strand says he'll coordinate with Tate. Brockway asks if isolation valve would be quickest? Strand affirms it would be. Strand suggests plan of 1) research, dig with metal finder for cutoff valve E. of Thorne, should be two only found one. Confirm 3rd resident okay with 2 weeks without water. 2) buy 6" cutoff valve and install, shut down 2 weeks. Brockway suggests this be a "project" with costs tracked. Anderson now entering in memo field as leak detection under repairs, maintenance and supplies in expenses. Brockway asked if Bob Hansen WSMI checks hydrants in other towns' systems. Hansen said they test hydrants regularly and does have some really good equipment for it. Bill suggests the City is losing up to \$1,800 monthly. Strand said if City has better maps and GPS it would help take him out of the equation. Hansen suggests SCADA system will allow for better information and determining potential leaks. Data logging in real time would make a big difference. Brockway asks where City is at in process of cell service and PLC systems to eliminate float system. Mayor said flow meter from main tank may be in place before cell/PLC systems. Mayor and Strand will present at next meeting details and quote for the flow meter project. Strand says flow meter will require DEQ sign off. Strand estimates a monthly loss of 500,000 gallons. Kubiak noted slough behind Lakeshore & 3rd seems water level is higher than usual and asked if that could be a potential leak location. Brett Evans suggested pond is likely due to beaver dam further down. Bill Stuble asked if pond areas can be tested for chlorine levels. Strand says chlorine would be very dissipated. Mayor asks for motion and council approval on KG&T estimate in the event it would be needed for leak detection, as well it would be good to have since this section of line is so long. **Brockway motioned** to approve KG&T estimate #577 in the amount of \$2,829.80 pending the outcome of the line locate by Strand and Wade, **Kubiak 2nds**. Ayes from Brockway, Guthrie & Kubiak. Strand abstained. Brockway asks for both water facilities & leak detection to be on future agendas.

#### **IV. NEW BUSINESS:**

1) Discussion: Draft Comp Plan – P&Z recommendation due 11/3: future date for public hearing could be December 14<sup>th</sup>. Marley introduced what will be covered at upcoming P&Z public hearing. Some community confusion between "zoning" and "comp plan". Full 15-day legal notice would forecast meeting of council for mid-December. Marley suggested devoting at least an hour for Council to hold public hearing. Mayor suggested possible 5pm start time with light agenda. Marley said Mayor had asked if council could attend P&Z meeting, Marley confirms it is legislative and council is invited. Guthrie asked for confirmation of meeting dates/times for November and December.

2) Discussion: Building Code – adoption of new codes. Marley stated this item will need to be on December agenda as well. Must be in place before 2018. Marley reviewed items that have been discussed over last year, reviewed chart presentation. Mayor asks if public hearing would be required for December building codes. Marley affirmed. Marley finished with announcement of Quad Hwy 2-200 award received as reviewed in her report. Council thanked Marley for her hard work on all of her many projects.

**V. CONSENT AGENDA:** Mayor asked if there were any questions. **Strand motioned** to accept consent agenda as presented, **Guthrie 2nds**. All in favor, none opposed. **Motion carried**.

**VI. FUTURE AGENDA ITEMS/MEETINGS:** Mayor thanked Kristy Evans for stepping up as write-in candidate for council person. Strand asks all to encourage residents to get out and vote. Guthrie asked Kristy Evans to make sure that residents understand they will need to physically write her name on the ballot. Mayor asked that all council attend 11/8 joint DURA council meeting at 5:30pm. Strand says DURA water system upgrade and how much funding for DURA within next year will be agenda topics. Upcoming meetings reviewed as listed on agenda.



**VII. ADJOURNMENT: Strand motioned to adjourn, Guthrie 2nds. All in favor - motion carries.** Meeting adjourned at 7:35 p.m.

Respectfully submitted – Michele Hutchings, Clerk