



MINUTES: REGULAR COUNCIL MEETING
and PUBLIC HEARINGS
AUGUST 29th, 2019 @ 6:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Shaha and Council Members Brockway, Evans, and Strand – Goodvin absent. Staff – Planner Clare Marley, Clerk Michele Hutchings.

Public Present: See attached sign in sheet

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE Mayor Shaha called meeting to order at 6:00 p.m.

II. PUBLIC COMMENT: Jay Bredl, 621 Ames Way appreciates arrows, yellow lines in center of road, crosswalk as well. Requested city consider funding solar-powered crosswalk flashing lights.

III. PUBLIC HEARING: Proposed Budget for Fiscal Year 2019-2020 (FY2020) Mayor opened public hearing at 6:04pm. Bredl requested to review streets budget, no further questions. No further council discussion or questions. Public hearing closed at 6:08pm.

IV. PUBLIC HEARING: Re-opening of Budget for Fiscal Year 2018-2019 (FY2019) Mayor opened public hearing at 6:12pm and explained unexpected income from emergency repairs for Ontario Street project. Bredl asked what amount was received from FEMA, confirmed as \$180,507. No other public comment. Public hearing closed at 6:13pm.

V. PUBLIC HEARING: Proposed Amendments to Dover City Code Title 8, Chapter 3 – Sewer System Council had no questions before Mayor opened public hearing at 6:15pm. Dan Parkin, 3rd Street resident, offered his support and outlined a couple of concerns. No other public comment. Public hearing closed at 6:18pm. Strand and council agree current proposed ordinance is a good compromise.

VI. NEW BUSINESS:

1) Discussion/Decision: Accountant/Treasurer Updates: Mayor gave update from last meeting with accountant and treasurer. Still working to provide balance sheet by fund. Cafeteria plan for health insurance, with pre-tax dollars will be \$300 start-up cost. Brockway supports plan, Mayor will move forward. General fund owes Sewer approximately \$350,000; funds available and will be paid. Sewer department is now solid. Water fund owes General fund about \$38,000.

2) Discussion/Decision: Utility Billing (ABS) Credit Card Processing Agreement for Services: Mayor and attorney reviewed agreement. Mayor also did further review with ABS (American Business Software) and ICRMP insurance (Idaho Counties Risk Management Program). Monthly, per transaction and annual compliance fees average to 2.5% per transaction. Mayor suggested council review annually. **Brockway moved** to approve the EVO merchant credit card agreement for service and authorize the Mayor to sign, **2nd by Strand. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **Motion carried.**

3) Discussion/Decision: Proposed Amendments to Ordinance File #AM017-19 – Structures & Fencing: Marley reviewed marked up copy of ordinance. Brockway referred to definitions, requests reconsider 4a. Maybe delete 4b, c, d. #6 materials. Would like to see items back in ordinance along with fence definition. Brockway suggested 4. only ending at "property lines". a) stays in but at 20' vs. 40'. 12-6-12 D. stays in, not to be removed. Strand recommended "fencing materials that pose hazards and safety concerns". Decision is to leave 6. As written. Proposed date for public hearing either 9/26 or 10/10.

4) Discussion/Decision: Planning & Zoning Recommendations on multiple KOVA files #AM016-19, SUP001-19, VAR003-19 and ZC01-19: Marley shared P&Z recommendation of denial on all 4 files. Suggested 9/26 for KOVA public hearings before Council. Quorum affirmed by all.

5) Discussion/Decision: Planning & Zoning Recommendation on Cedar Ridge Annexation File #ANX002-19: Marley shared P&Z recommended approval. Public hearing before council scheduled for 9/12 and will be coordinated with IHD (Independent Highway District) MOU (Memo of Understanding) for Cedar Ridge Road. Marley working on ordinance. Mayor reminded of need for deed to transfer property where water reservoirs sit.

6) Discussion/Decision: Proposed Appropriations Ordinance for Fiscal Year 2019-2020 (FY2020): **Motion by Strand** to dispense with the rules for reading the ordinance on three different days and call for one reading of the proposed ordinance by title alone, pursuant to Idaho Code §50-902, **2nd by Evans. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** rules dispensed with. **Motion by Strand** to adopt Proposed Ordinance, AN ORDINANCE OF THE CITY OF DOVER, BONNER COUNTY, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, APPROPRIATING THE SUM OF \$1,738,490 TO DEFRAY THE PROPER EXPENSES AND LIABILITIES OF THE CITY OF DOVER, IDAHO, FOR SAID FISCAL YEAR, PURSUANT TO THE PROVISIONS OF SECTION 50-1003, IDAHO CODE, AUTHORIZING SUFFICIENT TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE; PROVIDING FOR A COPY OF THIS ORDINANCE TO BE FILED WITH THE OFFICE OF THE SECRETARY OF STATE; AND PROVIDING FOR THE PUBLICATION OF THIS ORDINANCE, **2nd by Brockway. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** ordinance is passed.

7) Discussion/Decision: Proposed Amended Appropriations Ordinance for Fiscal Year 2018-2019 (FY2019): **Motion by Strand** to dispense with the rules for reading the ordinance on three different days and call for one reading of the proposed ordinance by title alone, pursuant to Idaho Code §50-902, **2nd by Evans. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** rules dispensed with. **Motion by Strand** to adopt Proposed Ordinance, AN ORDINANCE OF THE CITY OF DOVER, BONNER COUNTY, IDAHO, AMENDING ORDINANCE NO. 156, THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018; APPROPRIATING ADDITIONAL REVENUE FOR STREET FUNDS DUE TO UNFORESEEN REVENUE REIMBURSEMENT; DIRECTING THE CITY CLERK TO FILE A COPY OF THIS ORDINANCE WITH THE IDAHO SECRETARY OF STATE; AND PROVIDING AN EFFECTIVE DATE, **2nd by Brockway. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** ordinance is passed.

8) Discussion/Decision: Proposed Ordinance Adopting Amendments to Dover City Code Title 8, Chapter 3 – Sewer System: **Motion by Strand** to dispense with the rules for reading the ordinance on three different days and call for one reading of the proposed ordinance by title alone, pursuant to Idaho Code §50-902, **2nd by Evans. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** rules dispensed with. **Motion by Strand** to adopt Proposed Ordinance, AN ORDINANCE FOR THE CITY OF DOVER, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO PRESCRIBING THE RULES, RATES AND REGULATIONS FOR THE CONDUCT AND OPERATION OF THE DOVER SEWER SYSTEM AND CONNECTION THEREWITH: PROVIDING PENALTIES: REPEALING ORDINANCE NO. 144 AND PROVIDING FOR AN EFFECTIVE DATE. **2nd by Brockway. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** ordinance is passed.

9) Discussion/Decision: Proposed Resolution Amending (Res. No. 118-Septic Tank Standards, etc.): Mayor reviewed changes to standards. **Strand moved** to approve the proposed resolution amending septic tank standards as presented, **2nd by Brockway. Roll Call vote:** Brockway-Aye; Evans-Aye; Goodvin-Absent; Strand-Aye. **All Ayes. Motion carried,** resolution is passed.

10) Discussion/Decision: Continued communication failures within the water system; quotes for short and long-term remedies: Mayor reviewed some of current issues: pump communications work continues; still no alarming for water plant or storage tanks; currently moving cell antennas to outside of buildings to improve signal strength; intake pumps still tripping-working to resolve issues; reservoir pump controls failed requiring manual operation of plant for 2 weeks; contractor broke water service line causing depressurization-difficulty locating valves per record drawings; chlorine building upgrade plans are moving forward; city received the water CAD model on 8/23-city engineers actively working to gain information on how Estuary Forest may impact service to current water system; water loss down to 6%. City will be submitting to DRA for reimbursement in amount of around \$52,000 with additional \$55-\$60,000 additional future reimbursement.

VII. OLD BUSINESS:

1) Discussion/Decision: Addressing Parkside/Pomrankey: Clerk reviewed memo to council dated August 8th. Council agreed emergency services and response are primary concerns. Public safety is #1 priority. Decision is to re-address all of Parkside/Pomrankey now. Brockway and Evans would like assurances that no additional fees will be involved. Clerk given direction to work with Bonner County GIS. Bredl noted 42 units will need renumbering, raised concerns about ordering numbers, installing. Mayor confirmed Bredl will be HOA point person. Clerk to communicate Bredl throughout process.

VIII. CONSENT AGENDA: Marley referred to her updated planner memo and new addressing fees proposed to be assessed by Bonner County GIS. Pass through costs will be included on proposed fee schedule. Mayor to draft comment letter administratively.

Strand motioned to accept the consent agenda items as presented, **2nd by Brockway**. All in favor, **motion carried**.

IX. FUTURE AGENDA ITEMS/MEETINGS: Mayor reviewed upcoming dates. Strand offered that DURA meeting scheduled for 9/11 will not be held.

X. ADJOURNMENT: **Strand motioned** to adjourn the meeting, **2nd by Evans**. All in favor, motion carried. Meeting adjourned at 7:45 p.m.