



REGULAR COUNCIL MEETING
THURSDAY, MARCH 12, 2020 @ 6:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER

MINUTES

Present: Mayor Davis, Council Brockway, Parkin, Strand and Williams. Staff – Planner, Clare Marley; Engineer, Jay Hassell; Clerk, Michele Hutchings

Public Present: Documented on sign in sheet on file

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – Mayor Davis called the meeting to order at 6:00 p.m. and led the pledge.

II. PUBLIC COMMENT - Wade Engelson, 603 Ames Way, representing North Idaho Sports Fishing groups requested future agenda item to consider letter of support from Dover to oppose gill netting in Lake Pend Oreille. Mayor agreed to place on May or June agenda and allow for brief presentation.

III. NEW BUSINESS

1) Request for Comment – City of Sandpoint File #PS20-0001, Timber Creek Subdivision - Marley reviewed request for comment. Brockway in favor of Marley drafting letter. Marley will pass along no objection, no comment with request for coordination with Dover City Engineers. All Council in agreement.

2) De-Annexation Requests – Williams expressed conflict on de-annexation, stepped down. Marley reminded not a public hearing, only discussion amongst council to make a decision. Brockway referred to 4/11/2019 previous de-annexation request and issues expressed. Feels worthy of having a discussion with petitioners to better understand the concerns. Brockway has no interest in changing boundaries or approving de-annexation. Parkin would like to understand why some property owners are not included in the request. **Parkin motioned** to deny this request for de-annexation/exclusion from the City of Dover and requests of a similar nature for one year from 3/12/2020 and Mayor or council hold future discussions with petitioners, **2nd by Strand. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Recused. Mayor will commit to future discussion with petitioners.

3) Grant Application - AARP Community Challenge Program - Hassell described grant, worthy of consideration. No matching funds required only staff time for the application. Parkin in favor, likes public restroom idea. Strand and Brockway agree. Direction given to Hassell to proceed with application. Hassell announced TAP grant will likely be awarded up to \$500,000. Final confirmation expected very soon.

4) Jackson St. Rebuild Project – Approval of Contingency Budget of \$5,000 - Hassell explained need for contingency fund. Strand in favor of adding the \$5k contingency. Parkin prefers to eliminate the additional paving work as previously directed based on original estimate unless the funds can come from carry-over in budget. Strand pointed out that there were carry-over funds in this year's budget. **Parkin motioned** to authorize a \$5,000 contingency budget fund for staff to use for unforeseen items that may come up during construction of the Jackson Avenue Project over and above the \$50,000 capital budget if it can come from carry-over in budget, **2nd by Strand. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Aye.

5) Interns – Engineering and Administration - Hassell gave overview of intern possibilities. Asked if council has an interest in using JUB Engineer's and the City Intern for asset inventory. Would help to determine capital projects. Not budgeted for 2020. Last inventory was done 2008 other than 2017 streets in pavement management plan. Brockway referred to software engineering included in last year's budget. Hassell recalled funding was used for water, would like to bring transportation into engineering fees. Strand referred to allocated \$5k for CAD conversion in water/sewer maps. In favor of finding funds and possibly use some water/sewer funds. Brockway asks for estimate. Hassell will present estimate at April meeting including recommendations for 2020 and future budget years. Council and Mayor give direction to Hassell to proceed with estimate.

As approved by Council at meeting 4/9/2020 (mch)

6) SHWD (Syringa Heights Water District) Water Purchase Request - Mayor gave some history about previous requests for purchasing water. Strand gave detailed background. About 3 years ago SHWD first approached City with request to purchase water. Not all SHWD users are within Dover which could be complication. Integrity of SHWD infrastructure should be considered. Council did send plan to DEQ, was approved after about a 2-year review by DEQ. Water rate estimate was presented to SHWD, but was rejected. Was dropped at that point. Brockway

asked what's changed since last offer? Open to entertaining discussion since many of the residents are Dover residents. Estimated costs already invested approximately \$8k. Mayor reminded of ongoing studies re: fire flows and pressure and tight schedule to meet DEQ deadline. Parkin and Williams agree city should consider future water sales to interested buyers. Williams feels buyers should bear all costs to provide water sold. Strand doesn't consider water sales a priority. Brockway not willing to invest more funding for studies at this time. Mayor proposed SHWD come forward with a proposal, doesn't recommend approving any budget funding. Possibly on July or August agendas. Darnell requested workshop. Said SHWD has a proposal and will email to Clerk.

5-minute recess taken – regular meeting resumed at 7:31 p.m.

7) Budget Input and Discussion for Fiscal Year 2021 - Mayor gave review of budget meeting held earlier in the day. Suggested those interested consider attending next budget meeting to be held 4/9/2020, 3:00 p.m.

8) North County Electric Revised Quote for Wastewater Treatment Shed - Mayor reviewed bid, confirmed council had reviewed. Parkin noted improvements to WWTP and shed. **Brockway motioned** to accept the quote dated March 9, 2020 from North County Electric for the work at the WWTP shed in the amount of \$5,932.29 which is an increase of \$3,318.29 over the initial quote dated July 27, 2019, **2nd by Strand. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Aye.

9) Replat of Blocks 2-A and 2-B, Estuary Forest, Dover Bay PUD, File #SUB10-18 - Marley reviewed matter and confirmed she and Hassell have been reviewing for some time. Major item was LOMA (Letter of Map Amendment) from FEMA to be reflected on plat. Staff couldn't reach accord on some issues and referred those to city attorney. Infrastructure completion, dedication of roads, private maintenance note has been refused, infrastructure warranty has also not been accomplished. Still some items unresolved. Eldenberg with Sewell Engineering, project engineer for Dover Bay Development addressed council. Strand asked for estimated time of completion for infrastructure. Eldenberg expect underground utilities should be complete by April 2020. Roads, including paving should be done by middle of June 2020. Williams stated, according to Development Agreement, improvements are be "to" not "through" the area and no COs (certificates of occupancy) issued until all is done. Eldenberg agreed that is the development team interpretation, council in past had different interpretation. Brockway referred to meeting 3/22/2018, council didn't want to hold up development but asked to have issue addressed as to the two different interpretations. Council opted to approve with additional plat notes. Disagreement was never mediated. Brockway noted there is still a difference of opinion. Eldenberg doesn't see City potential liability. Marley read from Development Agreement. City believes infrastructure should be completed before plats are signed. Mayor clarified lots cannot be sold until lots are platted. Marley affirmed city requested note about roads is not on plat. Mayor referred to verbal agreement of developer to provide 2-year warranty to City for utilities. Eldenberg said 1-year warranty is typical. Marley said private road maintenance may need to be added to plat. Brockway asked if other plats are forthcoming. Eldenberg said 4A1 will be submitted very soon and commercial development lots may not be re-platted. He'd like to see bridge inspections and as-builts completed within 1-2 months. Strand asked Mayor if meets with what he was expecting to see. Mayor said lacks warranty. Not seen as-builts yet. Eldenberg stated revised as-builts forthcoming with future plats. Mayor referred to state of disrepair of Railroad Ave. asks about ownership of Railroad Ave. Eldenberg claimed it's never been addressed, will need to be part of discussion when dedicating roads. John Sletager confirmed they'll be paving from lot 4, Estuary Forest to Barn Spur and will build to original specs of project. **Brockway motioned** to approve the Replat of Blocks 2-A and 2-B, Estuary Forest, Dover Bay PUD, File #SUB10-018 subject to payment of outstanding fees and subject to: a) Notes to be included on plat stating the roads within the final plat are privately maintained & no roads shall be maintained by the public until it's brought up to city road standards, dedicated to City of Dover and accepted by City into the road maintenance system; b) 2-year warranty on service connections from time of connection; c) Notes to be included on plat completion of sewer, stormwater roads and other essential utilities are the responsibility of the owner and City of Dover will not be the responsibility of the City and

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d) No Certificates of Occupancy will be issued until sewer and water infrastructure is completed. When all conditions are met, city staff and contractors will be authorized to sign and record the plat. Williams noted engineering charges are being disputed. Asks if disputed fees could be escrowed until resolved. Brockway not in favor, new information without details. **2nd by Strand. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Aye.

IV. OLD BUSINESS

1) Estimate for WWTP (Waste Water Treatment Plant) Communications – B&E Electric Quote - Mayor reviewed with council and reminded of council previous decision to delay. Understands process is lengthy, recommends moving forward now. Estimated completion date is September. Some portion may come from 2020 budget, most likely all will be paid from 2021 budget. Strand in favor of moving process forward. **Parkin motioned** to accept the quote dated February 10, 2020 in the amount of \$24,382.00 for Wastewater Treatment Plant to Upgrade GE PLC System, **2nd by Strand. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Aye.

V. CONSENT AGENDA – Strand motioned to approve the consent agenda items minus item 2) January & February Financials, **2nd by Parkin. Roll Call Vote:** Brockway-Aye, Parkin-Aye, Strand-Aye, Williams-Aye.

VI. FUTURE MEETINGS/AGENDA ITEMS – Mayor reviewed items from agenda

VII. ADJOURNMENT - Brockway motioned to adjourn the meeting, **2nd by Strand.** All in favor, meeting adjourned at 8:27 p.m.

Respectfully submitted, Michele Hutchings - Clerk

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