



REGULAR COUNCIL MEETING
THURSDAY, NOVEMBER 18, 2021 @ 6:00 p.m.
699 Lakeshore Ave, Dover, ID 83825

MINUTES

Present: Councilors Brockway, Hoffman and Parkin. Staff Engineer-Hassell, Water/Sewer Operations-Hansen, Public Works-Strand, Clerk-Hutchings

Others present: see attached sign in sheet and Zoom attendance report

I. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE** – Council President Brockway called the meeting to order at 6:02 p.m.

II. **PUBLIC COMMENT:** No public comment was made at this meeting

III. **OLD BUSINESS:**

1) Water Intake Panel Move – Bids and Participation Agreement -Council reviewed proposal and recommendation from staff. Landscaping confirmed as separate process and separate bidding. Parkin asked that landowner be notified prior to landscaping work. Work may be performed near January 2022. **Parkin motioned** Council follow Engineer’s recommendation of award approving Power City Electric’s proposal estimated at \$55,008, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye.

Participation agreement for this project reviewed for presentation to DURA. Includes Power City Electric bid of \$55,008, landscaping estimate of \$10,000 and legal fees to date of \$35,000 for a total of \$100,008. Process is council submit to DURA, DURA the responds to council’s request and intention of funding. **Parkin motioned** Council approve the participation agreement as presented, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye.

2) Pine Street Jurisdiction Map Update – Hassell noted map is not for official records, for use as reference tool. Hoffman suggested future addition of addressing on parcels.

V. **NEW BUSINESS:**

1) USPS – Update on Purchase Completed and Lease Agreement -Hassell informed the USPS proceeding well, moving closer to bid package. Invited all to open house meeting at P&Z meeting 12/2. Draft lease still being worked through.

2) Budget Amendment Funding for USPS Building -Brockway stated not ready for Council review yet. CPA still working on resolution, expects to bring to possibly January 2022 meeting.

3) P&Z (Planning and Zoning) Recommendation File #SUB20-21 KOVA Enterprises – date for public hearing -Council agreed to hear at meeting 12/9/21 at 6:00 p.m. as quasi-judicial public hearing.

4) P&Z (Planning and Zoning) Recommendation File #ZC03-21 Bering Family – date for public hearing -Council agreed to hear at meeting 12/9/21 at 6:00 p.m. as quasi-judicial public hearing.

5) Proposed Resolution – Land Use Public Hearing Procedures -no questions from Council. **Parkin motioned** Council approve Resolution No. 169 - A Resolution of the City of Dover, a municipal corporation of the state of Idaho, setting forth land use public hearings procedures, providing for an effective date and rescinding resolution no. 110 as presented, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye.

6) Operation contract modification and re-authorization, City Public Drinking Water System, PWS #1090193 -Brockway summarized minor increase in fees. No concerns from Council. **Parkin motioned** Council approve the City Public Drinking Water System, PWS #1090193 Operation contract modification and re-authorization dated November 1, 2021 as presented, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye.

7) Operation contract modification and re-authorization, City Wastewater System, DEQ #ID0027693 -Brockway summarized minor increase in fees. No concerns from Council. **Parkin motioned** Council approve the City Wastewater System, DEQ #ID0027693 Operation contract modification and re-authorization dated November 1, 2021 as presented, **2nd by Hoffman. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye.

8) Cedar Ridge Water Building Siding -Brockway reviewed bid. Strand commented siding has been damaged by years of weather, and age. New material expected to be more durable. **Parkin motioned** Council follow staff recommendation and approve Estimate #1003 dated November 2, 2021 as presented by Quoin Construction in the amount of \$5,450 not to exceed \$5,450, **2nd by Hoffman. All in favor.**

9) Mayor's Walking Challenge – Use of Funds Awarded -Brockway gave report referencing guidelines for use of funds. Brockway requests funds be designated for use of Park improvements.

10) Certification of Election Results -**Brockway motioned** Council accept the official election results as presented in the Special meeting Minutes Election Canvass provided by the Bonner County Board of Commissioners. Results, by precinct, to be attached to the minutes of this meeting for record, **2nd by Parkin. All in favor.**

11) Appointment of interim Mayor -**Brockway motioned** council accept the appointment of George E. Eskridge as interim Mayor be accepted, **2nd by Parkin. All in favor.** Clerk administered oath to Eskridge, presented with certificate of appointment.

VI. **CONSENT AGENDA:**

1) Payables -Brockway spoke about purchase made, in the amount of \$4,744.50, just over Mayor authority due to emergency need for parts at sewer plant in order to avert potential problems with cleaning of the sewer membranes which could create a backflow of effluent.

2) Financials for September

3) Reports from staff and council -Engineering report: Ontario St. next step is bringing bids to council, bids will be over budget for FY22 due to verified length of street within Dover jurisdiction. Council agreed to option 1 presented in engineering report to bid project and build within one year with consideration of future grant funding while reviewing street funds budget. Still potential for approximately \$20,000 in reimbursement from the previous Ontario St. FEMA incident. City sewer collection system expansion to north discussed. Direction given to engineers to prepare a brief tech memo for the possibility of extending the sewer collection to the north boundary of the city and bring back to council for consideration at future meeting. Wastewater master plan does not include north of Hwy 2, recommends consideration of updating. Council agreed to authorize engineering to invest approximately 25 hours or up to \$5,000 to research and present more information to Council at future meeting. Letter of Interest to be drafted to IDEQ however, does not commit city to expansion. Dover will receive additional ARPA funding in FY2022. Strand noted Wastewater Master Plan estimated to be up to \$150,000, may be a DURA reimbursable expense. Project report: Strand confirmed that hydrant project will be on time and materials.

4) Minutes: Council 10/14

Parkin motioned to accept the consent agenda as presented, **2nd by Hoffman. All in favor.**

VII. **FUTURE AGENDA ITEMS/MEETINGS :**

Brockway reviewed upcoming events as listed on agenda

VIII. ADJOURNMENT: Parkin motioned to adjourn the meeting at 7:07 p.m., 2nd by Brockway. All in Favor.