



**REGULAR COUNCIL MEETING**  
**THURSDAY, JANUARY 14TH, 2021 @ 6:00 p.m.**

**MINUTES**

**Present:** Mayor Davis, Councilors Brockway, Hoffman, Parkin and Shaha. Staff: Planner-Marley and Clerk-Hutchings

- I. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE** Mayor called the meeting to order at 6:00 p.m. Parkin led the pledge of allegiance.
- II. **PUBLIC COMMENT** Clerk confirmed no public comments had been received.  
**IV.5 Planner report opened for discussion** (taken out of order)– Marley reviewed floodplain elevation requirements, freeboard and differences between 2018 IRC (International Residential Code) and Idaho’s adopted version of 2018 IRC. Marley confirmed Dover currently uses Idaho’s IRC which requires only elevation to BFE (base flood elevation) without any freeboard. Council asked to have on February agenda if clarity is needed after Marley has more details from IDWR (Idaho Dept. of Water Resources) and DBS (Dept. of Building and Safety). If council wishes to change current floodplain standard with no freeboard required above base flood elevation, outreach campaign will be made to engineers, architects, developers, etc. Discussion about adding educational information re: available savings in flood insurance with increased elevation within building permit packets. The Planning and Zoning Implementation table of 2021 was also reviewed. Hoffman is working with city engineer and LHTAC (Local Highway Technical Assistance Council) exploring grant options not requiring match funding. Would like to address southern speeding and traffic coming into Dover.
- III. **OLD BUSINESS**
  - 1) **CARES Act Grant Funding** – discussions/decisions re: CFAC-2030 IT Upgrades – Clerk working to obtain answers from state re: flexibility in pre-approved spending item detail. Will review at February meeting. Parkin favors reaching out to more vendors for estimates of services and products which is being addressed by Collins. Shaha and Mayor discussed inclusion of more current audiovisual equipment to assist in access to meetings by citizens. Mayor asked for council to advise clerk as to needs for city-issued laptop computers. February agenda expected to have comparison estimates for approving purchase of laptops and update on pre-approval limitations.
  - 2) **IT Services Provider update** - Office manager’s report reviewed. Clerk asked to add topic to February agenda with expectation to have comparison estimates to make decisions.
- IV. **CONSENT AGENDA**
  - 1) Payables –**Shaha motioned** to approve payables, **2<sup>nd</sup> by Parkin. All in favor.** Motion passed.
  - 2) Financials October and November 2020 – Not approved by council, not enough time to review and corrections are needed.
  - 3) Financials Due to/Due from – Not presented, not approved
  - 4) Accounts receivable aging reports – Quickbooks and ABS (utility billing) – Not presented, not approved
  - 5) Reports from staff and council – All reports acknowledged by council. DURA report raised some concerns. Shaha encouraged council members to join future DURA meetings.
  - 6) Minutes: Council 12/10/2020 and 12/30/2020 – Parkin motioned to approve minutes with addition to 12/30 minutes confirming no decisions were made, **2<sup>nd</sup> by Shaha. All in favor.** Motion passed.
- V. **FUTURE AGENDA ITEMS/MEETINGS** Mayor reviewed as listed on agenda. Brought to attention recent sewer plant stormwater overload and complications. Future agenda will include draft ordinance addressing issues and providing for city authority for enforcement. Planning for letter to users to be included with next utility billing mailing in late February.
- VI. **ADJOURNMENT** Brockway motioned to adjourn the meeting, **2<sup>nd</sup> by Hoffman. All in favor.** Meeting adjourned at 7:24 p.m.