



**REGULAR COUNCIL MEETING**  
**THURSDAY, SEPTEMBER 8<sup>TH</sup>, 2022 @ 6:00 p.m.**

**MINUTES**

**Present:** Mayor Eskridge and Councilors, Glass, Hoffman, and Bledsoe. Councilor Parkin absent. Staff Planner-Marley, Clerk-Hutchings, City Engineer-Converse, Engineer- McNee, and Deputy Clerk-Camp  
**Others present:** see attached sign in sheet and Zoom attendance report

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL** – Mayor Eskridge called the meeting to order at 6:00 p.m., Councilor Glass led pledge of allegiance. Roll call for attendance made.

**I. PUBLIC COMMENT** – Clerk received no written comments. Dodie Glass, 106 Pomrankey, updated Council on the progress of the Neighborhood Watch Program. Glass requested Council consider putting a Neighborhood Watch sign in the park.

**II. STAFF REPORTS -**

**1) Planner Memo** – Marley presented. Hoffman asked for clarification on status of the garage to home ratio. Marley informed Council that the Planning & Zoning Commission will be discussing the garage to home ratio again at the October 6<sup>th</sup> Planning & Zoning meeting as the Commission is concerned a 50/50 ratio is too constraining.

**2) Clerk Report** – Mayor reiterated that public records requests should not be submitted in question format- they should be a request for records.

**3) Engineer Report** – Council had no questions or comments.

**4) Public Works Report** – Council had no questions or comments.

**III. BUSINESS ITEMS –**

**1) Water Intake Repairs Bid** – McNee informed Council the estimated start time is mid-winter, and there is approximately a thirty-day window to complete the project after the start date. Hoffman asked if there is a warranty included in the bids. McNee stated that a one-year warranty on materials and labor is standard, and that it is typically costly to purchase a longer warranty. Mayor inquired about the possibility of the intake line floating up again in the future. McNee informed Council that the line would be buried with concrete anchor. Hoffman asked if the City would be placing warning buoys above the intake line for boats. McNee stated that warning buoys have not been included because the pipes will be below the river bottom. **Glass motioned** Council approve the bid from Strider Construction for the water intake repairs project for \$356,668.05, with a 10% contingency, who was the low, responsive, and responsible bidder recommended by T-O Engineers. **2<sup>nd</sup> by Hoffman. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

**2) Request for time extension, Orchard Ridge Estates, File #SUB06-19, as Modified** – Marley confirmed that the property cannot be sold until the plat is completed and approved. Glass asked what Condition #2 is. Marley elaborated on Condition #2 of the original plat. **Bledsoe motioned** to approve a two-year extension for the approval of the preliminary plat of Orchard Ridge Estates, File #SUB06-19, as modified. The preliminary plat approval shall expire September 9<sup>th</sup>, 2024, unless additional extensions are granted by City Council, pursuant to condition #2 of the preliminary plat approval. **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

**3) Planning and Zoning Recommendation-File ANX04-22 Rust-Set Council Hearing Date** – Marley explained the annexation process. **Glass motioned** Council set the public hearing date for the Rust Annex request for October 24<sup>th</sup> @ 6pm. **2<sup>nd</sup> by Bledsoe. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

**4) Equipment Shed at Wastewater Treatment Plant Bids** – Converse explained that the bids are for a four-bay shed at the Wastewater Treatment Plant between the lab and the digesters and stated that it will be a metal building

As approved at City Council meeting held 10/13/2022

including a 29-gauge roof, full insulation, provisions for a water line, and electricity. Converse stated that after Council chooses a bid, he will request that the bidder submit plans for review before proceeding with the project. Mayor asked if a restroom is needed in the proposed building since there is one in the Wastewater Treatment Plant. Converse stated that a separate restroom in the proposed shop is ideal so there can be separation of wastewater staff from City staff.

**Glass motioned** Council approve the bid from Northwest Structures for the pole barn at the wastewater treatment plant for \$114,087.60. **2<sup>nd</sup> by Hoffman. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

5) Law Enforcement and Prosecution Services Agreement Between Bonner County and the City of Dover – **Hoffman motioned** Council approve the Law Enforcement and Prosecution Services Agreement Between Bonner County and the City of Dover as presented. **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

6) Audit Engagement Letter-Anderson Bros CPA – **Bledsoe motioned** Council approve the audit engagement letter from Anderson Bros CPA for fiscal year 21-22 audit as presented and authorize Mayor and the treasurer to sign and submit. **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

7) Proposed Resolution for Document Destruction - **Bledsoe motioned** Council approve **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IDAHO, AUTHORIZING DESTRUCTION OF RECORDS.** **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

8) Proposed Resolution for Equipment Destruction – **Glass motioned** Council approve **A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IDAHO, AUTHORIZING DESTRUCTION OF EQUIPMENT.** **2<sup>nd</sup> by Hoffman. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

9) Proposed Special Council Meeting 9/20-Council Updates from DBPOA Workshop – All agreed that the meeting should be held to inform the public of solutions that the City has worked on since the previous DBPOA workshop. **Bledsoe motioned** Council direct staff to schedule the special meeting for Council updates from the DBPOA workshop for September 20<sup>th</sup> at 6pm. **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

10) DURA Reimbursement Request-Intake Panel Relocation – Mayor informed Council that this item will be revisited at a later date in order to give the City more time to gather information.

11) Equipment Purchase – Bledsoe suggested Council wait until next spring to purchase a lawnmower. Discussion surrounded possible limited availability if Council waits to purchase a lawnmower. **Glass motioned** Council approve the purchase of the Bad Boy lawn mower from Northern Idaho Powersports for \$12,123.00. **2<sup>nd</sup> by Hoffman. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

#### **IV. CONSENT AGENDA**

1) Payables – Council had no questions/comments on payables.

2) Financials - Council had no questions/comments on financials.

3) Minutes - Council had no questions/comments on minutes.

**Bledsoe motioned** Council approve the consent agenda as presented. **2<sup>nd</sup> by Glass. Roll call vote:** Bledsoe-aye, Hoffman-aye, Glass-aye, Parkin-absent. **Motion passed.**

**V. FUTURE AGENDA ITEMS/MEETINGS** Mayor reviewed as listed on the agenda. Discussion surrounded future agenda items. Councilors requested adding a discussion about placing trash cans between the overpass and Syringa Heights Road, community beach clean-up, and a city-wide community clean-up to future agendas. Council directed staff to report on the management and cost of placing trash cans between the overpass and Syringa.

**VI. ADJOURNMENT** **Glass motioned** to adjourn at 7:16pm. **2<sup>nd</sup> by Bledsoe. All in Favor.**