



I D A H O

MINUTES : REGULAR COUNCIL MEETING

THURSDAY, NOVEMBER 10, 2016 6:00 p.m. - DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Shaha and Councilmembers – Strand, Kubiak, and Brockway. Staff – Clerk, Michele Hutchings and Planner Clare Marley. No public present

- I. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Mayor Shaha called the regular council meeting to order at 6:00 p.m. and led the Pledge of Allegiance
- II. **PUBLIC COMMENT:** There was no public present
- III. **UNFINISHED BUSINESS:**
 - 1) **Discussion: Floodplain Ordinance** Marley reviewed details outlined in her discussion handout. General questions/comments by Council. Estimated P&Z Commission will hold public hearing in January with Council to hold public hearing following in January/February. Additional noticing will be made to architects, builders, and other parties.
 - 2) **Codification Review: Discussion/Decision** Marley discussed titles she's reviewed and suggested corrections. Council and Planner confirm they are ready to send codification to Sterling for final phase. Signed confirmation to be attached to minutes. **MOTION by Brockway** to send Council's codification recommendations to Sterling for completion of project, **Strand 2nds. Roll call vote to confirm review of codification notebook: Brockway-Aye; Guthrie-Absent; Kubiak-Aye; Strand-Aye. All Ayes, MOTION carries.** Brockway notes fee schedules for Title 3 and Title 5 will need to be created. Mayor asks council and staff to review/recommend additional fees changes.
- IV. **NEW BUSINESS:**
 - 1) **Discussion/Decision: Handyman Services Contract** Mayor reviewed contract, explains City no longer has employees for handyman-type projects. Buildings included: water and sewer treatment plants, City Hall and public restrooms. **MOTION by Strand** to accept the Handyman contract, **Kubiak 2nds. Roll call vote: Brockway-Aye; Guthrie-Absent; Kubiak-Aye; Strand-Aye, all Ayes, MOTION carries.**
 - 2) **Discussion/Decision: Electrician quote for Admin. Office upgrade** Mayor gave background for need due to blown fuses. Brockway asks where budgeting will come from. Strand notes phone, data and electricity within City Hall have had issues however this quote is a quite a bit of money. Discussion to have handyman balance the HVAC so more heat is moved to offices. Wireless thermostat may also be installed by handyman. Still a need for circuits is recognized. **MOTION by Brockway** to accept the NCE proposal, **Strand 2nds. All in favor, none opposed, MOTION carries.**
 - 3) **Resolution: Public Record Request Fee Schedule/Resolution** Mayor discussed need for revised Resolution due to previous incorrect figures for costs. Brockway asks for minor change to align text. **MOTION by Strand** to accept the proposed Resolution with the alignment as noted, **Kubiak 2nds. All in favor, none opposed, MOTION carries.**
- V. **CONSENT AGENDA:**

October financials will be presented at first December meeting. Strand questions high cost on Sewell invoice. Mayor confirms she and Brockway have carefully reviewed both Sewell and Ruen-Yeager invoices and determined that costs are being captured through fees collected however, changes in fee structures may be needed in future. Council agrees Mayor's participation in AIC legislative committee would not be of great benefit to City. Strand notes a property on 3rd has an ADU and that City should be enforcing an additional ERU for water. **MOTION by Strand** to accept Consent Agenda as is, **Brockway 2nds. All in favor, none opposed - MOTION carries.**
- VI. **FUTURE AGENDA ITEMS/MEETINGS:** Mayor reviews dates listed on agenda. Strand said website contract will be forthcoming and asks Clerk to include on December 8th agenda. Strand asks to also include IT discussion on next agenda specifically for City email addresses. Mayor asks if there are other topics for next agenda, none noted.
- VII. **ADJOURNMENT:** **MOTION by Brockway** to adjourn, **Strand 2nds. All in favor, none opposed - MOTION carries.** Meeting adjourned at 7:12 p.m.

Respectfully submitted, Michele Hutchings – City Clerk

Draft minutes approved at 12/8/2016 Council meeting without changes/corrections (mch)

TO: City Council Members

FROM: Mayor, Annie Shaha

DATE: October 19, 2016

RE: Sterling Codification

The codified ordinances provided by Sterling were reviewed at prior council meetings, with the exception of P&Z related ordinances, and input was received from council members. This input has been transcribed, in red ink, along with input from the city attorney into the City of Dover Codification Copy notebook, available at City Hall.

Before we can approve and return the codified ordinances to Sterling, I would like each of you to:

1. Review the notebook at city hall for all red comments, page by page
2. Be prepared to provide edits and discuss what more needs to be done before sending back to Sterling,
3. Finally, approval of the codified ordinances for submitting to Sterling

The exceptions to this are Title 1 - 7, 7A and 7B; Title 9 - 11. P&Z is working on these.

Your signature below indicates you have reviewed all the red ink notations within the City of Dover Codification Copy. Please review and be ready for this discussion/approval at the Nov. 10th council meeting.

Bill Strand, president, City Council



Diane Brockway, council member



Ruth Guthrie, council member

Suzie Kubiak, council member

