



MINUTES : REGULAR COUNCIL MEETING
THURSDAY, FEBRUARY 8th, 2018 6:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO

Present: Mayor Shaha and Councilmembers Brockway, Evans, Guthrie and Strand. Staff – Planner, Clare Marley; Engineer, Jay Hassell; Clerk, Michele Hutchings

Public present: Cami Murray, Suzanne Davis, Marcy Timblin and Brett Evans

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE: Mayor Shaha called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

II. GUEST SPEAKERS: StoryWalk Presentation – Cami Murray, Kaniksu Land Trust (KLT) and Suzanne Davis & Marcy Timblin, East Bonner County Library – Murray began presentation and expressed need to introduce, explain length, acknowledge partnerships of KLT, Dover, Library and offer comment/feedback box. Plan to have proposed design final by end of March with installation beginning of June. Timblin talked about interpretive sign design and would like to form group: Library, Dover, KLT for input and design. Davis spoke about how the program promotes literacy and outdoor health. Murray suggested using sign to promote flora, fauna, trails. Potentially 48x36" new sign next to Balto Dog Park signage. Would like some matching funds. Strand likes signage but concerned about placement of existing sign locations citing safety of all enjoying park. Brockway asked about any feedback already received. Timblin said big purpose behind new kiosk is to gather information from users. Murray will be promoting a Facebook page for Storywalk. Brockway and Evans both like the idea. Guthrie noted distance of pages as compared to original testing program. Main draw for Strand family is when new story is launched. Storywalk typically changes 1st of each month. Clerk will work to create link on website to Library and StoryWalk. Brett Evans asked if Pine Street Woods, Sherwood Forest will eventually be linked. Also asked if KLT funding is available for stewardship and maintenance of trails within Dover. Mayor and Strand confirm all trails are privately owned and maintained with the exception of City Park. B. Evans asked if signage is needing matching funds, Murray suggested matching funds would be preferred. Mayor asked for a council representative to participate in group. Kristy Evans volunteered. Brockway complimented all on growing program.

III. PUBLIC COMMENT: No public comment was offered

IV. NEW BUSINESS:

1) Discussion/Decision: Engineering estimate for O&M (Operations & Maintenance) manual for Essex tank and Additional task authorization to the existing contract - Mayor noted on hold waiting for further input from DEQ. Strand confirmed DEQ has required contact time and tank flushing be done immediately and those tasks have been done.

2) Discussion/Decision: Date and time for workshop with P&Z (Planning & Zoning) Commission – After discussion and review of P&Z Commissioners responses, dates of 4/25 or 4/26 agreed upon. Location to be City Hall. Time to be determined. Clerk will coordinate with all.

3) Discussion/Decision: Bonner County Title 12 amendments – File #AM161-18, P&Z recommendation - Marley reminded of original request for comment near holidays and her reply on behalf of City to request more time to review. General discussion of each item proposed by County. P&Z did review and make recommendations. B. Evans asked if changes apply to only new or already built. Marley noted this applies to County, does not affect Dover or PUD, only ACI (Area of City Impact). Brockway commented on BCRC 12-616 CofC, agreeing with Kootenai and supports their recommendation. Strand also in agreement regarding amnesty. Marley asked for clarification, if not at all or case-by-case. Brockway and Strand support as case-by-case. Mayor confirms all P&Z comments will be supported with the exception of BCRC 12-116 as discussed. Marley will draft response letter and present for Mayor's signature.

4) Discussion/Decision: StoryWalk program – During guest presentation council agreed on supporting the StoryWalk program and looks forward to proposed design and location of new interpretive signage as well as possible options for relocating existing StoryWalk signs alongside paved walkway through City Park. Kristy Evans will be Dover council representative on group.

5) Discussion/Decision: ITD Statement of Agreement, Idaho Unified Certification Program – Hassell explained ITD (Idaho Transportation Department) is offering to manage for local agencies. No financial commitment, just asking for

As approved by Council at meeting 3/08/18 (mch)



agreement to be signed by City. If city expects to receive federal funds, disadvantaged businesses need to be solicited and aware. Hassell noted this is a huge undertaking and recommends ITD assistance. Brockway agreed smart thing to do. Mayor asked for council approval. Strand asked of any disadvantages, Hassell knows of none. Mayor will move forward with signing agreement.

6) Discussion/Appointment: BCATT Local Designee - Mayor asked if any council members would like to volunteer to attend. 4th Wed. of each month 10:45am-12:00pm. Guthrie agrees to be main contact with back up designated as Marley. Mayor asks Guthrie provide reports for council after attendance. 2/28/18 will be next meeting held at County Admin Bldg. 1st Floor. Mayor will be 2nd alternative.

7) Discussion/Decision: Engagement letter for new accounting services - Mayor received reference to Richter from auditors' office. She is a former auditor and has met with Treasurer Neal and Mayor. Fees are about 50% less than current CPA. Very comfortable with her expertise. Mayor asked for council approval for signature on letter of engagement. Brockway likes her small city and auditing experiences. Guthrie agreed, asked if available right away, Mayor confirmed. All Council agrees with contract and approves of Mayor signing engagement letter.

V. CONSENT AGENDA: No questions or comments made by council. **Strand moved** to accept consent agenda as presented, **2nd by Guthrie**, all in favor - **motion carried**.

VIII. FUTURE AGENDA ITEMS/MEETINGS: Mayor reviewed upcoming meetings and confirmed that DURA meeting on 2/14 is not a joint council meeting.

VII. ADJOURNMENT: **Strand moved** to adjourn, **Brockway 2nds. All in favor - motion carried**. Meeting adjourned at 6:50 p.m.

Respectfully submitted – Michele Hutchings, Clerk