

**MINUTES**  
**CITY OF DOVER**  
**ORDINANCE REVIEW MEETING**  
**Thursday March 22, 2012 @ 4:00 pm**  
**DOVER CITY HALL**  
**699 LAKESHORE AVENUE, DOVER, IDAHO**

Mayor Curless opened the Ordinance Review Meeting at 4:25 pm.

Present: Council Members – Annie Shaha, Peggy Burge and Denise Travis. Dave Darling was absent.

Staff present: Kym Holbert, City Clerk.

There was no public present.

Discussion was held regarding Ordinance 123 – Special Events

The following changes to the first draft were decided:

1. Section 1. Definitions - Add Commercial Activity and Non-commercial Activity from Sandpoint Ch.10 – Park Regulations
2. Section 1. Definitions - Change “Special Event” blending Ch.6 from Sandpoint Public Assembly with existing definition and take out the number of persons.
3. Section 3.a. – Change to Sandpoint Ch.6-6-4 2<sup>nd</sup> paragraph and change to 30 days
4. Section 3.g. – Change the “down time” to “10:00 p.m.”
5. Section 3.j. – Delete
6. Section 4. – Add subsection c. Unplanned occurrence at a commercial business operating within their permitted scope of business.
7. Section 6. – Add State Code reference for Vendor Permits
8. Section 6.a. – Research State Code re: fees and add if necessary
9. Section 7. – Add State Code reference for Alcoholic Beverages
10. Section 7.a. – Research State Code re: fees and add if necessary
11. Section 8.b. – Delete “sponsor operated” and “ automobile”
12. Section 8.b. – Add after “vehicles” “, boats or watercraft”
13. Section 10.e.iii. – Delete in its entirety
14. Section 11.b. – Change to read “The City Council will consider the appeal in a timely manner.”
15. Section 14. – Add State Code referencing Penalty for Violation of Ordinance.

**Clerk was directed to add a note to the Application thanking citizens for choosing Dover for their Event.**  
**Clerk was directed to make the above changes ready for the April Ord. Rv. Meeting.**

Council then discussed the need for a Firearms Regulatory Ordinance. It was agreed that firearms in the Residential Zones would be prohibited.

**Clerk was directed to create a first draft Ordinance regarding Firearms Regulations for next month’s Ord. Rv. Mtg.**

Council discussed the need for an attorney to enforce simple ordinance violations.

**Clerk was directed to research a Request for Proposal (RFP) for a local attorney to contract with the City.**

**A motion was made by Peggy Burge to adjourn the Ordinance Review Meeting, Annie Shaha seconded, all in favor, motion carried.**

Mayor Curless adjourned the Ordinance Review Meeting at 6:32 p.m.  
Kym Holbert, City Clerk

CITY OF DOVER

MEETING DATE: 3-8-12

**SIGN-IN SHEET**

Please Print  
NAME

ADDRESS

LYNN BROMSTEDT

651 DOVER BAY PKW UNIT 901

Blank lined area for additional sign-in entries.

**MINUTES  
CITY OF DOVER  
COUNCIL MEETING  
THURSDAY March 8, 2012 @ 7:00 p.m.  
DOVER CITYHALL  
699 LAKESHORE AVENUE, DOVER, IDAHO**

**CALL TO ORDER**

Mayor Curless called the March 8, 2012 City Council Meeting to order at 7:10 p.m.

Present at this meeting:

Council Members: Peggy Burge, Dave Darling, Annie Shaha and Denise Travis.

Staff: Bryan Quayle (City Planner); Rob Tate (City Engineer); Colleen Culwell (Treasurer); and Kym Holbert (City Clerk). Marj Tilley, Independent Highway District (IHD) was also present.

Public Present: See Sign-in Sheet.

There was no public comment.

**A motion was made by Peggy Burge to Amend the Agenda adding "Appointment of Temporary Council President", Denise Travis seconded, all in favor, motion carried.**

**CONSENT AGENDA**

**A motion was made by Dave Darling to approve the Consent Agenda, Peggy Burge seconded, all in favor, motion carried.**

**NEW BUSINESS**

Resolution 82 – Road Limits. Brief discussion was held.

**A motion was made by Denise Travis to approve Resolution 82 – Road Limits, Annie Shaha seconded, all in favor by roll call vote:**

<b>Annie Shaha</b>	<b>Aye</b>
<b>Dave Darling</b>	<b>Aye</b>
<b>Peggy Burge</b>	<b>Aye</b>
<b>Denise Travis</b>	<b>Aye</b>

**Motion carried.**

Mayor called for nominations for Temporary Council President.

**Dave Darling nominated Annie Shaha.**

There were no other nominations.

**Mayor called for a vote for: Annie Shaha - 4 ayes**

**Annie Shaha was appointed Temporary Council President.**

**MONTHLY REPORTS**

IHD: Marj Tilley reported to Council that grading could be done on certain streets as decided by the Mayor.

Mayor Curless directed IHD to grade Lower Syringa and South Pine Street Loop at Hwy 2.

**Clerk directed to send Service Request.**

Marj Tilley asked if it was time to start trimming trees, Mayor Curless requested IHD to wait until the roads are ready.

Marj reported that the repairs done last year at the north corner of Pine Street Loop Road were still in good condition.

**REASURER:** A/R accounts are 91% current. Actual vs. Budget – year to date positive at \$88,000. Received \$30,000 from DURA as agreed. P&Z budget is behind, did not receive the agreed \$10,000 from Dover Bay Development to date. The remodel of the Transit Office went \$10,000 over the budget. Sewer Dept. in-line to purchase Geo-bag to use at Priest River Facility. Waiting on approval from Priest River Council. Streets Dept. ahead of budget with less activity this winter, waiting for decision as to which roads to work on.

**ENGINEER:** Draft Will-Serve Letter of Proposal for Sagle Valley Estates Sewer District, showing the hook-up fees and monthly user fees calculated was shared with Council. Discussion was held with Council.  
**Engineer was directed to present proposal to the Sagle Valley Estates Sewer District.**

**PLANNER:** The IDL Permit and Waterways Grant Project for City Beach is still moving forward. Waiting for response from Federal Grant Directors.  
A request was made by Bill Strand, Community Website, for a copy of the report by Steve Gill, DEQ, regarding the Brownsfield Project at 105 4<sup>th</sup> Street, to be posted on the site. Bill Strand was referred to DEQ. Monitoring has started at the site.  
The Planner will meet with Dan Spinosa of the County GIS Dept., and Denise Travis to discuss addressing. John Tindall, DEQ, and Panhandle Health District contacted the Planner to discuss Septic Tank Permits to be pulled throughout the City. City Staff concerns were shared with both Agencies. City Staff to continue discussion with both Agencies, with a final decision to be made at a later date.

**STREETS:** Winter plowing has been minimal this year, leaving more in the funds for other future projects.

**RANSPORTATION:** Mayor Curless reported to Council: Marion Johnson, Transportation Dept. Manager, attended a conference in Boise paid for by CTAI (Community Transportation Assoc. of Idaho). SPOT was declared the only system out of 3 other systems to be operating correctly following grant guidelines and rules. It was also noted at the conference that SPOT was the only transit system in North Idaho. Funds for Grant 5316 were released last month and Grant 5311 has been submitted. Another Grant is expected for the purchase of another bus. SPOT is currently running with part-time employees. The total monthly ridership count has exceeded annual ridership count by NICE Transit System, which has been closed down.

**BCATT (Bonner County Area Transportation Team)** Bryan Quayle reported to Council: The Dover Bridge project should be complete by July 4, 2012.

**POCWA (Pend Oreille Clean Water Alliance):** Denise Travis shared with Council that projects are moving forward. The Board has decided to only meet every other month.

**CIT (Crisis Intervention Team).** Denise Travis will attend the Graduation Ceremony.

**DURA:** Annie Shaha attended the DURA meeting. The City will need to decide which project should be completed first between the New Water Intake and the Geo-Bag System for the Wastewater Dept. The Mayor will need to re-appoint Kim Keaton for his 3yr appointment.

**EXECUTIVE SESSION**

**A motion was made by Peggy Burge to convene into Executive session pursuant to provisions of Idaho Code, 67-2345, Subsections 1(a), 1(f) and 1(j), Dave Darling seconded, all in favor by roll call vote:**

<b>Annie Shaha</b>	<b>Aye</b>
<b>Dave Darling</b>	<b>Aye</b>
<b>Peggy Burge</b>	<b>Aye</b>
<b>Denise Travis</b>	<b>Aye</b>

**Motion carried.**

Executive Session convened at 9:10 pm.

Clerk, Treasurer and Engineer were excused from the meeting.

**A motion was made by Dave Darling to close the Executive Session portion of the meeting at 10:50 pm, seconded by Peggy Burge, all in favor by roll call vote:**

<b>Annie Shaha</b>	<b>Aye</b>
<b>Dave Darling</b>	<b>Aye</b>
<b>Peggy Burge</b>	<b>Aye</b>
<b>Denise Travis</b>	<b>Aye</b>

**Motion carried.**

No action was taken nor any decisions made during the Executive Session.

**ADJOURNMENT**

**A motion was made by Peggy Burge to adjourn the Regular Meeting, Annie Shaha seconded, all in favor, motion carried.**

Mayor Curless adjourned the Regular Council Meeting at 10:51 p.m.  
Kym Holbert, City Clerk