



CASCADE CITY COUNCIL
FIRST REGULAR MEETING
May 14, 2018 at 6:00 pm
Cascade City Hall

MINUTES

CALL TO ORDER AND ROLL CALL

The meeting of the Cascade City Council was called to order at 6:00 P.M. Council members Tom Byrne, Cynda Herrick, and Denise Tangen, were present. Quorum exists.

Also present: Heather Soelberg City Clerk
Steve Yamamoto Superintendent
Sally Gossi Building Department

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

AMENDMENTS TO MEETING AGENDA

No Motions to Amend the Agenda

PUBLIC COMMENT

Public comment is limited to three (3) minutes per person, per item, unless additional time is permitted by the presiding official.

A letter from the Cascade High School Volleyball presented a letter to the City Council regarding their request to host a Rambler Rainbow Run as a fundraiser in August 2018. The topic will put on the first meeting in June for further discussion.

APPROVAL OF PAYMENT OF BILLS

MOTION BY: Cynda Herrick **SECOND BY:** Tom Byrne

APPROVE PAYMENT OF BILLS ON THE UNPAID INVOICE REPORT DATED MAY 11, 2018 IN THE AMOUNT OF \$ 46,363.96.

DISCUSSION: Inquiry Councilmember Herrick regarding the payment to BSU for the Geothermal research.

ROLL CALL:	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

APPROVAL OF PAYROLL REGISTER REPORT

MOTION BY: Tom Byrne **SECOND BY:** Denise Tangen

APPROVE PAYROLL REGISTER REPORT FOR PAYROLL DATE MAY 2, 2018.

DISCUSSION: Inquiry by Councilmember Herrick regarding why we are approving the payroll reports. Mayor Crosby identified that this is a procedure that should have been in place previously, this provides for additional transparency.

ROLL CALL: Tom Byrne Yes Cynda Herrick Yes
Rachel Huckaby Absent Denise Tangen Yes

Motion Passed

APPROVAL OF MINUTES

MOTION BY: Cynda Herrick **SECOND BY:** Tom Byrne

APPROVE CASCADE CITY COUNCIL MINUTES DATED APRIL 23, 2018 WITH CORRECTIONS.

DISCUSSION: Councilmember Herrick requested clarification regarding the discussion of the Financial Reports. Councilmember Herrick also asked for clarification regarding the WCMEDC and alleged conflicts.

ROLL CALL: Tom Byrne Yes Cynda Herrick Yes
Rachel Huckaby Absent Denise Tangen Yes

Motion Passed

MOTION BY: Cynda Herrick **SECOND BY:** Tom Byrne

APPROVE CASCADE CITY COUNCIL MINUTES DATED MAY 7, 2018 WITH CORRECTIONS.

DISCUSSION: No further discussion.

ROLL CALL: Tom Byrne Yes Cynda Herrick Yes
Rachel Huckaby Absent Denise Tangen Yes

Motion Passed

APPROVAL OF FINANCIAL REPORTS

MOTION BY: Tom Byrne **SECOND BY:** Denise Tangen

APPROVE AND ACCEPT THE FINANCIAL REPORTS FOR THE MONTH OF APRIL 2018.

DISCUSSION: Inquiry regarding the Cascade School District line item for \$12,000.

ROLL CALL: Tom Byrne Yes Cynda Herrick Yes
Rachel Huckaby Absent Denise Tangen Yes

Motion Passed

DEPARTMENT REPORTS

AIRPORT No Report

BUILDING INSPECTOR: Sally Gossi updated the City council on the recent building permits issued for the months of March and April. Councilmember Herrick inquired as to the process for demolish permits. Sally updated the City Council for the City's need to update the City Ordinance regarding garage sizes. Councilmember Herrick provided the steps

and procedures to make such changes to the Ordinance. Request for the Sally to work with Deputy Clerk to move forward with changes.

LIBRARY:

Cynthia Durbin provided a report to the City Council. Summer Reading will begin the week of June 11 with the first program on 14th from 2-4 and will run for 5 weeks, with July 12 being the last day of the program. The theme for this year is Libraries Rock. A flyer will be created and provided to City Hall. The Poetry Slam for grades 7-12 was held on May 11th at the Roxy. The Library would like to thank David Gilmour for the volunteer time that he has given to this event, not just this year, but past years as well and the Library would also like to thank the Library Staff, Brenda and Tessa for volunteering their time to be judges and working to pull this together.

SHERRIF'S DEPT.

The Sheriff's Department provided a report identifying statistics for the month of April, a copy of the report is incorporated herein. Councilmember Herrick inquired as to the process for animal complaints. Mayor Crosby stated that she is working with Sheriff regarding animal issues and will be working and identifying chronic issues. Councilmember Tangen asked for the process the City is taking for Code violations.

PUBLIC WORKS:

Steve Yamamoto reported the transition from NPDES to IPDES DEQ permitting is moving forward in conjunction with processes required by the DEQ. Worked with the Engineer for the Cabarton Road (Phase 2) sewer improvements for submission to the DEQ for approval. Councilmember Herrick inquired as to who those service lines would service. Streets have been graded, there are still potholes on paved roads. Councilmember Herrick inquired as the grading of N Lakeshore Drive to Dam Road. Request to have N Lakeshore Drive "Lakeshore III" added to future agenda for discussion. Updated the City Council on the locates relating to the new Idaho Power lines. Councilmember Byrne inquired as to the asphalt repair for the power lines. Vacuum truck has been serviced in anticipation for storm drains and sewer line improvements. Steve updated the City Council on Mark Powell's resignation, last day is Wednesday May 23rd.

**CLERK/
TREASURER:**

There have been a couple of significant changes in the Legislature that will be affecting the City's day to day operation. First, as of July 1, 2018, the DEQ is taking over the monitoring of discharge permits, the City has talked briefly in past meeting regarding this, in short, the DEQ will be assessing fees to all municipalities with discharge permits for this monitoring. A fee amount has not been established as of yet but have been assured it will be established

prior to the budget cycle ending for budgeting purposes. The legislature is also looking at funding the Surplus Eliminator grant again next year, we might consider looking at updating and resubmitting our Children Pedestrian Safety grant application and look at what roads might qualify for the Local Strategic Initiative grant. If you are unaware, the City was one of 16 out of approx. 80 applicants that was awarded funding through the Surplus Eliminator Funding for the purpose of paving Cabarton Road (Phase 2), the total amount awarded to the City was \$600,000. The Legislature also passed HB578 regarding online sales tax collection, they estimate this will be a tangible increase to sales tax collection. The biggest change is HB611 that requires all government entities to post meeting notices and agendas to their website or social media pages, this includes the Library and P&Z. It also requires agenda items that require a governing board to take action to be designated as an "Action Item," i.e. the change in the meeting's agenda. In addition, it prohibits meeting agendas from being amended after the start of the meeting for any items that require action to be taken. To clarify, the agenda can be amended if it is for discussion purposes only, but not if a Motion is required. The Agenda changes become law July 1st.

PUBLIC HEARING

LEISURE TIME REZONE

DISCUSSION: The Regular City Council Meeting closed at 7:34pm to Resume the Public Hearing to accept comments from the public concerning CREATION OF R-IV Zone and RE-ZONE of Leisure Time RV Park Subdivisions 1, 2, & 3.

On 3/26/18, the Public Hearing process for this event was initiated. The hearing process has been continued to facilitate collection of public comment, drafting of ordinance, review of multiple drafts of ordinance, and review by Cascade City Attorney, Matthew Johnson. City Hall has not received any additional written feedback from the public.

In Favor: None

Opposed: None

Neutral: Sara Shields inquired about Section 4 A 2 regarding Park Models Regarding certain sections.

Extensive discussion regarding the Ordinances and revisions of same.

Discussion, approval and/or rejection of the recommended changes to the Ordinances made by the City Attorney.

The Public Hearing closed at 9:00pm and the City Council Meeting resumed.

NEW BUSINESS

CONSIDERATION AND APPROVAL OF ORDINANCE NO. 688, ADDING NEW R-IV ZONE

DISCUSSION: Line byline

MOTION BY: Tom Byrne

SECOND BY: Cynda Herrick

MOTION TO APPROVE THE CREATION OF R-IV ZONE, AND THE APPROVAL AND RATIFICATION OF ORDINANCE NO. 688.

DISCUSSION: No further discussion.

ROLL CALL:	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

CONSIDERATION AND APPROVAL OF ORDINANCE NO. 689 REZONING OF LEISURE TIME 1, 2 AND 3

DISCUSSION: See Public Hearing discussion.

MOTION BY: Tom Byrne

SECOND BY: Denise Tangen

MOTION TO REZONE LEISURE TIME SUBDIVISION 1, 2, AND 3 TO R-IV, AND THE APPROVAL AND RATIFICATION OF ORDINANCE NO. 689

DISCUSSION: No further discussion.

ROLL CALL:	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

PRESENTATION AND APPROVAL OF THE ANNUAL AUDIT REPORT FOR THE 2016-2017 FISCAL YEAR

DISCUSSION: Presentation by Jared Zwygart of the Auditor's report. A copy of the Audit Report is incorporated herein.

MOTION BY: Cynda Herrick

SECOND BY: Denise Tangen

MOTION TO ACCEPT AND APPROVE THE 2016-2017 AUDIT AS PRESENTED.

DISCUSSION: No further Discussion.

ROLL CALL:	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

CASCADE CHAMBER MAKIN' TRACKS TO FAMILY DAYS UPDATE

DISCUSSION: Tabled until May 29, 2018

CONSIDERATION AND APPROVAL OF A SOLAR POWERED STREET LIGHT IN LEISURE TIME

DISCUSSION: Tabled until May 29, 2018 (Ron Brown indicated that Leisure Time will be purchasing their own light, so no need to continue discussion).

REVIEW OF CITY FEE SCHEDULE

DISCUSSION: Per City Code, fee schedules for Water and Sewer should be reviewed twice a year during the first meeting in May and November per City ordinance. The Mayor recommend the review of fee schedule be incorporated into the FY18/19 Budget Cycle process given the fees generated are an income source for the City.

MOTION BY: Denise Tangen **SECOND BY:** Tom Byrne

MOTION TO INCORPORATE FURTHER DISCUSSION INTO THE FY18/19 CITY BUDGET CYCLE

DISCUSSION: No further discussion.

ALL IN FAVOR: Tom Byrne *Aye* Cynda Herrick *Aye*
Rachel Huckaby *Absent* Denise Tangen *Aye*

Motion Carried Unanimously

CONSIDERATION AND APPROVAL OF WEED CONTROL CONTRACT WITH VALLEY COUNTY

DISCUSSION: Mayor Crosby presented a recommendation for approval of 2018 Weed Control Contract with Valley County Weeds Dept. After review of the 2017 contract, Mayor contacted Steve Anderson, Valley County Weed and Pest Control for projected cost recommendations. Steve Anderson provided cost projection of \$2000.00 to cover Sewer Lagoons, City owned property, The Strand, and Roadside treatment. FY17/18 budget reflects 2K for streets, 1K for lagoons, 1K for Parks.

MOTION BY: Denise Tangen **SECOND BY:** Cynda Herrick

MOTION TO APPROVE THE 2018 WEED CONTROL CONTRACT WITH VALLEY COUNTY IN THE AMOUNT OF NOT TO EXCEED \$2000 AND AUTHORIZE THE MAYOR TO SIGN.

DISCUSSION: Discussion regarding compensation amount.

ROLL CALL: Tom Byrne *Yes* Cynda Herrick *Yes*
Rachel Huckaby *Absent* Denise Tangen *Yes*

Motion Passed

APPROVAL, ADOPTION AND RATIFICATION OF THE REVISED CITY OF CASCADE PERSONNEL POLICY AND RESOLUTION NO. 18-06

DISCUSSION: Table discussion until May 29, 2018

APPROVAL, ADOPTION AND RATIFICATION OF THE REVISED TRAVEL POLICY AND RESOLUTION NO. 18-07

DISCUSSION: Table discussion until May 29, 2018

WEEKLY SAMPLING REQUIREMENTS FOR DEQ NPDES PERMIT ID-002316-7

DISCUSSION: The Mayor updated the City Council on the Weekly sampling requirements for DEQ NPDES permit ID-002316-7. On 5/4/18, the City received notice from Matthew Stutzman, DEQ, recommending weekly sampling to facilitate data collection for the City's transition from NPDES to IPDES permit. Effective week of May 7th, weekly sampling commenced. The FY17/18 budget allocated 4200.00 for sewer sampling based on monthly testing schedule. Implementing a weekly testing schedule will result in an estimated shortfall of 3248.00.

MOTION BY: Cynda Herrick **SECOND BY:** Tom

MOTION TO APPROVE THE WEEKLY SAMPLING

DISCUSSION: No further discussion.

ROLL CALL:

Tom Byrne	Yes	Cynda Herrick	Yes
Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

CONSIDERATION AND AWARD OF THE 20256 PINE STREET TAP GRANT

DISCUSSION: Bid was brought before the City Council at the 4/19/18 meeting. Decision was tabled pending additional information. On 4/26/18, Council Members were sent additional information for review prior to tonight's City Council Meeting. Brian Wright and Amanda LaMott of LHTAC as well as Trevor Howard, of Horrocks Engineering, strongly recommend City Council reject bid submitted by Granite Excavation on 4/17/18 and wait until later this summer or early fall to re-bid. Mayor Crosby provided steps suggested by Amanda LaMott for the rebid process.

MOTION BY: Tom Byrne **SECOND BY:** Cynda Herrick

MOTION TO REJECT THE BID BY GRANITE EXCAVATION AND REBID THE PROJECT IN AUGUST AND SEPTEMBER.

DISCUSSION: Councilmember Herrick inquired as to what group brought the project forward, Mayor Crosby identified that it was the Cascade Mobility Team. Councilmember Byrne identified the importance of obtaining additional bids.

ROLL CALL:

Tom Byrne	Yes	Cynda Herrick	Yes
Rachel Huckaby	Absent	Denise Tangen	Yes

Motion Passed

RESTROOM SIGNAGE ALONG HIGHWAY 55

DISCUSSION: The City has had numerous discussions regarding bathroom signage. It has been identified that there is currently a sign identifying the Sports Park, recommendation by ITD that the Sports Park sign be amended to include reference to Fischer Pond and to include the restroom icon.

MAYOR' REPORT

COMMUNITY CLEAN-UP AND FREE DUMP DAY: The Community Clean-up and Free Dump Day is on June 8 from 8:00am to 6:00pm and June 9 from 8:00am to 3:00pm. additional information will be provided soon. The dumpsters will need to be manned on June 8th and June 9th.

ADJOURNMENT

MOTION TO ADJOURN 9:24pm

ALL IN FAVOR:	Tom Byrne	<i>Aye</i>	Cynda Herrick	<i>Aye</i>
	Rachel Huckaby	<i>Absent</i>	Denise Tangen	<i>Aye</i>

MEETING ADJOURNED:

Respectfully submitted and Attested by,

Approved

Heather M. Soelberg

Heather M. Soelberg, Clerk/Treasurer

Julie Crosby, Mayor