



CASCADE CITY COUNCIL
FIRST REGULAR MEETING
May 13, 2019 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 Rachel Huckaby were present. Quorum exists.

Also present: Heather Soelberg City Clerk
 Steve Yamamoto Superintendent
 Sally Gossi Building Inspector
 Matt Johnson City Attorney via Phone

AMENDMENTS TO MEETING AGENDA

DISCUSSION: A request to amend the Agenda to add Executive Session pursuant to Idaho Code 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; and (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. This is not an action item, this is for discussion only.

MOTION BY: Cynda Herrick **SECOND BY:** Rachel Huckaby

MOTION TO AMEND THE AGENDA TO ADD EXECUTIVE SESSION PURSUIT TO IDAHO CODE 74-206 (A) AND (B)

DISCUSSION: Attorney Johnson stated the City needed to identify why the Agenda needed to be amended. Mayor Nissula identified that it was an urgent personnel matter.

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

Motion Passed

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.

Josh Davis – Addressed his concerns regarding the current application. Matt Johnson, the City Attorney advised that this is a current application before the City and asked the City Council proceed with caution. Councilmember Huckaby inquired about the notices to local property owners stating the date of the public hearing. City Attorney, advised again to proceed with caution

regarding the application, that this matter is to be heard before the Planning & Zoning prior to be heard by the City Council, but ultimately there is nothing for the council to be involved at this point. Council Member Herrick inquired if the Public Hearing would be heard at the May 20, 2019 meeting, City Attorney Johnson identified that would be for the P&Z Commission to determine.

Phil Davis – Reiterated Josh’s concern and requested that meetings be set up for further discussion to move the application along.

PUBLIC HEARING

No Public Hearing

DEPARTMENT REPORTS

AIRPORT

No report provided.

BUILDING INSPECTOR:

Sally provided a written report. Sally Gossi provided her letter of resignation effective June 15, 2019. A motion to accept Sally’s letter of resignation was made by Rachel and 2nd by Tom. Motion carried.

LIBRARY:

The new Library manager, Amelia, presented/provided a written report and is incorporated hereto. Councilmember Herrick inquired about in residency and non-residency membership. Mayor Nissula updated the City Council on local groups that used the conference room, and that the book club is now meeting at the Cultural Arts Center. There is another individual that has used the “conference room” that the library staff is working on collaborating with other entities to provide the private meeting space.

SHERRIF’S DEPT.

Sheriff Bolen provided a written report, which was presented by Sheriff Speer and is incorporated hereto. Sheriff Speer updated the City Council on the “active shooter” training that they did at the school, the exercise was positive. They will continue to make improvements to the plans and process. Councilmember Huckaby inquired about staffing, Speer provided an update to staffing and that they are at full-staff minus one but are in the hiring process. Councilmember Herrick inquired about speed safety sign. Discussion regarding the City getting such speed signs. Mayor Nissula inquired about sourcing for such speed signs.

PUBLIC WORKS:

PW Superintendent provided a written report and is incorporated hereto. Mayor Nissula inquired about the lift station repairs, Steve provided an update on the issues at the Young and Shop station. Mayor Nissula inquired about the grease in the system, request to provide further follow-up. Councilmember Herrick inquired about grant applications for the fencing, Steve identified that grant has a limit of \$10,000 per application. Councilmember Herrick inquired about bathroom cleaning, Steven identified that the Park staff takes care of that. Councilmember Herrick inquired about the repairs to the water wells, currently the wells are all up and

running.

**CLERK/
TREASURER:**

Clerk provided an updated report of the status of current issue within the City and is incorporated hereto. Clerk updated the City Council on the “adopt-a-treebox program, identifying that there are only 3 of the 75 tree boxes available. Grants for the Sports Park and the Strand were not funded. Discussion regarding camping on City Lots ordinance, discussion regarding feeding deer ordinance, discussion regarding GIS mapping, and sign for City parking lot re: no overnight camping.

NEW BUSINESS

TREASURE VALLEY TRANSIT FUNDING REQUEST

DISCUSSION: Presentation by Treasure Valley Transit for the 2019-2020 Fiscal Year funding, request of \$5,000 yearly contribution plus \$3,000 one-time funding match for new bus. Councilmember Herrick inquired about providing a line from Donnelly to Tamarack. Councilmember Herrick inquired about who is the major users of the bus lines.

MOTION BY: Rachel Huckaby **SECOND BY:** Cynda Herrick

MOTION TO TABLE TO REQUEST UNTIL BUDGET DISCUSSIONS.

DISCUSSION: Councilmember Herrick inquired about the current yearly donation amount. Councilmember Byrne inquired about the daily users, those numbers were not currently available.

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

Motion Passed

PARK UTILITY TRAILER

DISCUSSION: Request by Public Works for a dump trailer for the parks for transporting mowers and lawn clippings. Currently the City does not have a trailer for lawn clippings. Discussion regarding the type of trailer and size. Councilmember Byrne inquired about the price. The price ranges from \$8,000 to \$10,000. Mayor Nissula stated that we will continue to research. Discussion regarding the need for the trailer. Discussion regarding the Sports Park and the Strand grants were not approved there might be funding to make purchases. Councilmember Byrne requested pricing for the mower and the trailer. Councilmember Herrick requested Steve come back with additional pricing. Tabled until later.

RESOLUTION NO. 19-04 – DECLARING SURPLUS PROPERTY (AMENDED)

DISCUSSION: This is an amended resolution resolving the surplus property to be sold by yard sale as opposed to action.

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

MOTION TO ACCEPT THE AMENDED RESOLUTION NO. 19-04 AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: No further discussion.

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

Motion Passed

RESOLUTION NO. 19-06 – DECLARING SURPLUS PROPERTY (LIBRARY)

DISCUSSION: Items declared as surplus by the Library

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

MOTION TO ACCEPT RESOLUTION NO. 19-06 AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: No further Discussion

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

Motion Passed

RESOLUTION NO. 19-07 – DECLARING SURPLUS PROPERTY

DISCUSSION: It has been determined that the Ford Expedition previously retained for the use of the Building Department is no longer required, and the PD vehicles. Councilmember Herrick inquired about keeping it. Councilmember Byrne requested getting rid of it. Discussion regarding having an official vehicle for Building Inspector and Code Enforcement. Discussion regarding possible PW vehicles being used at a later date. Discussion regarding the issue that the vehicles are just sitting there, and the request to have it serviced.

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

MOTION TO ACCEPT RESOLUTION NO. 19-07 AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: Discussion regarding minimum value.

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

Motion Passed

RESOLUTION NO. 19-08 – DECLARING SURPLUS PROPERTY (MISC. OFFICE)

DISCUSSION: Final items at the PD Building

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

MOTION TO ACCEPT RESOLUTION NO. 19-08 AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: No further discussion.

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

Motion Passed

RESOLUTION NO. 19-09 – Destruction of Records

DISCUSSION: Records prepared by the Library for destruction

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

MOTION TO ACCEPT RESOLUTION NO. 19-09 – DESTRUCTION OF RECORDS AND AUTHORIZER THE MAYOR TO SIGN

DISCUSSION: No further discussion.

ROLL CALL:	Tom Byrne	<i>Yes</i>	Rachel Huckaby	<i>Yes</i>
	Denise Tangen	<i>Absent</i>	Cynda Herrick	<i>Yes</i>

Motion Passed

RESOLUTION NO. 19-10 – DECLARING SURPLUS PROPERTY (ADMIN ELECTRONICS)

DISCUSSION: Electronic items declared as surplus by Admin.

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

MOTION TO ACCEPT RESOLUTION NO. 19-10 AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: No further discussion

ROLL CALL:	Tom Byrne	<i>Yes</i>	Rachel Huckaby	<i>Yes</i>
	Denise Tangen	<i>Absent</i>	Cynda Herrick	<i>Yes</i>

Motion Passed

PERSONNEL POLICY REVIEW

DISCUSSION: Mayor Nissula presented to City Council changes to the Personnel Policy changing the definition of fulltime from 40 hours to 32 hours. Mayor Nissula requested that the City Council hear here request before immediately tabling the topic. Councilmember Herrick requested the topic be tabled. Mayor Nissula again requested that the City Council hear her out. Mayor Nissula identified that the City Council was not hearing her, but requested the City Council continue to listen. Discussion regarding holding this conversation until Denise is available. Discussion regarding overtime benefits.

MOTION BY: Rachel Huckaby **SECOND BY:** Cynda Herrick

MOTION TO TABLE

DISCUSSION: No further discussion. Mayor asked what information was required from City Council.

ROLL CALL:	Tom Byrne	<i>No</i>	Rachel Huckaby	<i>Yes</i>
	Denise Tangen	<i>Absent</i>	Cynda Herrick	<i>Yes</i>

LIBRARY BOARD VACANCY

DISCUSSION: Reiterated the Library Board has a vacancy.

CASCADE APRON RECONSTRUCTION

DISCUSSION: The Airport grant for Apron improvements was not awarded

CITY OF CASCADE YARD SALE

DISCUSSION: Update the City Council on the Yard Sale to be held at the old City PD building from Saturday, May 25th. Cydna Herrick volunteered to help.

APPROVAL OF PAYMENT OF BILLS

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

APPROVE PAYMENT OF BILLS ON THE UNPAID INVOICE REPORT DATED MAY 13, 2019 IN THE AMOUNT OF \$49,092.26

DISCUSSION: Update to include the WCMEDC payment.

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

Motion Passed

APPROVAL OF PAYROLL REGISTER REPORT

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

APPROVE PAYROLL REGISTER REPORT FOR PAY PERIOD ENDING APRIL 27, 2019.

DISCUSSION: No further discussion.

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

Motion Passed

APPROVAL OF MINUTES

MOTION BY: Rachel Huckaby **SECOND BY:** Tom Byrne

APPROVE CASCADE CITY COUNCIL MINUTES DATED APRIL 22, 2019 WITH CORRECTIONS.

DISCUSSION: Councilmember Herrick requested the minutes be changed. Reference to the code was not stated, but was included in the minutes. Mayor Nissula identified that she would attach the information. Councilmember Herrick requested additional changing to be incorporated.

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

Motion Passed

EXECUTIVE SESSION

MOTION BY: Cynda Herrick **SECOND BY:** Rachel Huckaby

MOTION TO GO IN TO EXECUTIVE SESSION PER IDAHO CODE 74-206 (A) AND (B)

DISCUSSION: No further discussion.

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

Motion Passed

MOTION BY: Cynda Herrick **SECOND BY:** Rachel Huckaby

MOTION TO EXIT FROM EXECUTIVE SESSION

DISCUSSION: No decisions where made.

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

Motion Passed

ADJOURNMENT

MOTION TO ADJOURN 8:09 pm

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

MEETING ADJOURNED:

Respectfully submitted and Attested by,

Approved

Heather M. Soelberg

Heather M. Soelberg, Clerk/Treasurer

Judith R. Nissula, Mayor