



CASCADE CITY COUNCIL
FIRST REGULAR MEETING
August 12, 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 6:01 P.M. Council members Tom Byrne, Cynda Herrick, Rachel Huckaby and Denise Tangen, were present. Quorum exists.

Also present: Heather Soelberg City Clerk

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

PUBLIC COMMENT

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

Cynda Herrick – Inquired about the scheduling of the public hearing for the River District. Mayor Nissula identified that once information is provide from the City Attorney and recommendation from the P&Z Commission.

DEPARTMENT REPORTS

AIRPORT No Report was provided.
BUILDING INSPECTOR: No Report was provided.
LIBRARY: Amelia Valasek provided a written report.
PUBLIC WORKS: Steve Yamamoto provided a written report
SHERRIFF’S DEPT: Sheriff Patti Bolen provide an agency report
**CLERK/
TREASURER:** No Report was provided.

NEW BUSINESS – DISCUSSION ONLY

WCMEDC UPDATE

DISCUSSION: Presentation by Andrew Mentzer regarding the Mid-Summer report to update the Council on various projects: Economic Summit on October 7, 2019; broadband summit; research front regarding housing issues; programming efforts towards pathways, biking, trails; apprenticeship programs/workforce development; regional tech school; biomass and geothermal initiative; grant updates; septage update; economic feasibility; business outreach; and census. Mayor Nissula inquired about the property tax exemption to new businesses and whether such exemptions are available to existing business. Mentzer stated information regarding tax exemptions information is available on the

website. Mentzer identified that there are housing issues in the Valley County and that this is the great concern for people living in Valley County. Mentzer provided additional points on housing issues within the county. Mayor Nissula inquired about tiny home options. Mentzer identified that the survey is still not closed so data cannot be completely compiled.

PUBLIC HEARING

VACATION 19-01 – HARVEY PIPE LINE DRIVE VACATION

The regular City Council meeting was closed at 6:27, and public hearing for Vacation 19-01 was opened. Application VAC 19-01, Larry and Linda Harvey the applicants, have requested vacation of a portion of Pipeline Drive adjacent to lots 42 and 67 on one side of Pipeline Drive and is adjacent to lots 43 and 66 on the other side in Allen’s Cascade Addition.

STAFF

Larry and Linda Harvey, the applicants, submitted an application on or about May 10, 2019 requesting the vacation of a portion of Pipeline Drive adjacent to lots 42 and 67 on one side, and lots 43 and 66 on the other side in Allen’s Cascade Addition. The original Planning & Zoning hearing was scheduled for June 17, 2019 at which time the Commission tabled the decision until a letter of written consent was received from the adjoining property owner. Email correspondence was received on June 25th from Michael Rawdan agreeing to the vacation. Planning & Zoning held a special meeting on July 1, 2019, at which time the Commission unanimously approved VAC 19-01.

APPLICANT:

Larry Harvey presented his request.

**WRITTEN
CORRESPONDENCE**

Michael Rawdan’s letter was read on to the record.

PROPONENT:

Carrie Rushby is in favor of the vacation.

NEUTRAL:

None presented

OPPOSED:

None presented

REBUTTAL:

None Presented

NEW BUSINESS

VACATION 19-01 – HARVEY PIPELINE DRIVE VACATION

DISCUSSION:

The regular City Council meeting was closed at 6:40, and the public hearing for VAC 19-01. Councilmember Herrick believed that vacationing the ROW was a good idea. Councilmember Herrick requested that the applicant be responsible for preparing the deeds and for the applicant to confirm that the match what is on record at the county. Councilmember Herrick was wanted a release of liability be drafted as to the pipe currently located within utility easement. Confirmation that the vacated easement – half will go to Harvey and the other half to Rawdan. Councilmember Huckaby is concerned about land locking any other surrounding property.

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

MOTION TO APPROVE VACATION 19-01 WITH APPLICANT BEARING THE COST OF DRAFTING THE DEAD AND RELEASE OF LIABILITY RELATING TO THE ABANDONED WATERLINE LOCATED WITHIN THE EASEMENT, AND AUTHORIZE THE MAYOR TO SIGN AND RECORD THE DEEDS

DISCUSSION: Councilmember Byrne inquired to the applicant about the plot maps, Councilmember Herrick clarified the plot maps issues. Councilmember Herrick requested the motion be amend to the motion to include authorizing the Mayor to sign the deeds.

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

Motion Passed

PUBLIC HEARING

2019-2020 FISCAL YEAR BUDGET

The regular City Council meeting was closed at 6:47, and the public hearing for the 2019-2020 Fiscal Year Budget AND 2019-2020 Fee Schedule was opened. Clerk presented the budget and an overview of the property tax L-2 Form, levy rates and calculating of property tax. Discussion regarding foregone balance. Discussion regarding the expenses as compared to the previous version, explanation that the previous budget as presented was not balanced, and the need to present a balance budget. Discussion regarding the amount of property tax required to balance the budget (2.68% increase over next year).

PROPONENT: None Presented

NEUTRAL: None Presented

OPPOSED: None Presented

REBUTTAL: None Presented

2019-2020 FEE SCHEDULE

The regular City Council meeting was closed at 6:47, and the public hearing for the 2019-2020 Fiscal Year Budget AND 2019-2020 Fee Schedule was opened.

PROPONENT: None Presented

NEUTRAL: None Presented

OPPOSED: None Presented

REBUTTAL: None Presented

NEW BUSINESS, cont'd.

ORDINANCE NO. 698 – ANNUAL APPROPRIATION ORDINANCE

DISCUSSION: The Public Hearing for 2019-2020 Fiscal Year Budget AND Fee Schedule was closed and the Regular City Council meeting was reopened at 7:05pm. Councilmember Herrick inquired about an increase to the law enforcement contract. Mayor Nissula identified that there would not be an increase to the contract amount, and that Mayor and Sheriff Bolen had discussed this and agreed that the contract

MOTION TO APPROVE RESOLUTION NO. 19-16 IDAHO GEM GRANT

DISCUSSION: No further discussion

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

Motion Passed

CONTRACT CHANGE ORDER NO. 2 – PROJECT NO. A020(246) PINE STREET

DISCUSSION: Change Order No. 2 is for the Storm drain pipe and concrete required to construct the catch basins. The decrease from originally specked for \$12,837 and increased to \$29,000 as newly designed.

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

MOTION TO APPROVE CONTRACT CHANGE ORDER NO. 2 – PROJECT NO A020(246) PINE STREET

DISCUSSION: No further discussion.

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

Motion Passed

FINAL ACCEPTANCE LETTER – PROJECT NO. A020(246) PINE STREET

DISCUSSION: Final inspection and approval of the project, for final payment approval by LHTAC and letter accepting the project is required.

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

MOTION TO APPROVE FINAL ACCEPTANCE LETTER – PROJECT NO. A020(246) PINE STREET AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: No further discussion

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

Motion Passed

INTERNATIONAL BUILDING CODE PLAN REVIEW AGREEMENT

DISCUSSION: JRN previously has done plan reviews, the City will require continued services by JRN for commercial plan reviewing.

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

MOTION TO APPROVE THE INTERNATIONAL BUILDING CODE PLAN REVIEW AGREEMENT TO EXPIRE UPON ENTERING INTO AN AGREEMENT WITH ANOTHER COMPANY, AND AUTHORIZE THE MAYOR TO SIGN

DISCUSSION: Councilmember Huckaby requested the date be change and to follow up with what Building Code the City is using.

ROLL CALL: Tom Byrne Yes Rachel Huckaby Yes

Denise Tangen Yes

Cynda Herrick Yes

Motion Passed

CITY HALL HOURS

DISCUSSION: Mayor Nissula requested that this topic be tabled until the open position(s) is filled. Councilmember Tangen requested that City Hall be open as much as possible. Councilmember Herrick agreed, and identified that we are here for the public service.

APPROVAL OF PAYMENT OF BILLS

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

APPROVE PAYMENT OF BILLS ON THE UNPAID INVOICE REPORT DATED AUGUST 12, 2019 IN THE AMOUNT OF \$269,241.62

DISCUSSION: Inquiring about AIC payment for \$39 and \$4, it was a miss-payment of only \$35 in lieu of \$39. Inquiring about the pulverating, clarification that it was the pulverization of Idaho Street. Inquiring of Legend Hall pavement project, clarification that this strip of paving was the City's responsibility. Inquiring of Dept. of Labor unemployment insurance.

ROLL CALL: Tom Byrne Yes Rachel Huckaby Yes
Denise Tangen Yes 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 JULY 20, 2019

DISCUSSION: No further discussion

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

Motion Passed

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

APPROVE PAYROLL REGISTER REPORT FOR PAY PERIOD ENDING AUGUST 3, 2019

DISCUSSION: No further discussion

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

Motion Passed

APPROVAL OF MINUTES

MOTION BY: Rachel Huckaby **SECOND BY:** Denise Tangen

APPROVE CASCADE CITY COUNCIL MINUTES DATED JULY 8, 2019 WITH CORRECTIONS

DISCUSSION: Councilmember Huckaby had a change request. Councilmember Herrick inquired about Tangen being in agreement to move forward, clarification that the minutes are a correct reflection.

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

Motion Passed

MOTION BY: Rachel Huckaby **SECOND BY:** Denise Tangen

APPROVE CASCADE CITY COUNCIL MINUTES DATED JULY 22 2019 WITH CORRECTIONS

DISCUSSION: Mayor Nissula, Councilmember Huckaby and Herrick had corrections needed to be changed.

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

Motion Passed

MAYOR'S REPORT

IPDES Permit - Errors and Omissions Draft Review, City of Cascade, IPDES Permit ID-0023167 was received today, the City has ten days to approve this. The Errors Report was sent to Paul Scorsby for review the City will need to approve the Task Order for him to review the Errors Report. A special meeting is tentative schedule for tomorrow via telephone or in person.

Application Status – the City has received a number of applications to fill the vacant Deputy Clerk position. The City would like to extend a formal offer to one of the applicants.

Airport Dirt – The Golf Course would like to use any available dirt that might be available from the construction at the Airport.

ADJOURNMENT

MOTION TO ADJOURN 8:17pm

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

MEETING ADJOURNED:

Respectfully submitted and Attested by, Approved

Heather M. Soelberg

Heather M. Soelberg, Clerk/Treasurer

Judith R. Nissula, Mayor