

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.

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).

REBUTTAL:	None Presented
OPPOSED:	None Presented
NEUTRAL:	None Presented
PROPONENT:	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 coverage could be met within the current contract amount. Mayor Nissula also identified that Carol Brockman will also continue to do the prosecuting services. Discussion regarding administration salary and staffing for the City Hall. Discussion regarding cost liability insurance costs per department. Discussion regarding property tax to be levied in order to pay for an additional staff member. Further discussion regarding staffing. Mayor Nissula identified that if an increase to property tax is the main concern that a cut of property tax needs to be made to every department, not just to one department. Councilmember Tangen voiced her concern about increase staffing and an increase to the property tax liability. Councilmember Huckaby identified that staffing needs should be determined by the Mayor. Clarification that the administration staffing adds minimal increase to the property tax of approximately \$1,250. Staff identified that the Admin budget uses other funds, as opposed to solely relying on property tax. Councilmember Herrick identified that she wants control over who City Hall hires. Councilmember Huckaby questions the need for the City Council to control who City Hall hires. Councilmember Herrick continued to identify she is not comfortable budgeting for 3 full time staff members.

 MOTION BY:
 Rachel Huckaby
 SECOND BY:
 Tom Byrne

MOTION TO APPROVE THE BUDGET WITH A PROPERTY TAX INCREASE OF 2.68% AS PUBLISHED

DISCUSSION: Councilmember Herrick asked if the Council was done talking about it, she wanted additional conversation about staffing.

ROLL CALL:	Tom Byrne	Yes	Rachel Huckaby	Yes
	Denise Tangen	No	Cynda Herrick	No
	Mayor Nissula	Yes		

Motion Passed

DISCUSSION

MOTION BY:Rachel HuckabySECOND BY:Cynda HerrickMOTION TO WAIVE THE READING OF ORDINANCE 698 ON THREE SEPARATE
OCCASIONS.

DISCUSSION :	No further discus	ssion			
ROLL CALL:	Tom Byrne	Yes	Rachel	Huckaby	Yes
	Denise Tangen	Yes	Cynda	Herrick	Yes
MOTION BY:	Rachel Huckaby		SECOND BY:	Tom Byrr	ne
MOTION TO ADO	OPT ORDINANCE N	0 698 – AN	NUAL APPROPF	RIATE ORI	DINANCE FOR
FISCAL YEAR BE	EGINNING OCTOBE	ER 1, 2019	IN THE AMOUN	T OF \$2,9	02,334

DISCOSSION	no fui tiler dibede	001011		
ROLL CALL:	Tom Byrne	Yes	Rachel Huckaby	Yes
	Denise Tangen	No	Cynda Herrick	Yes

No further discussion

RESOLUTION NO. 19-15 SCHEDULE OF FEES

DISCUSSION:	The Public Hearing for 2019-2020 Fiscal Year Budget AND Fee
	Schedule was closed and the Regular City Council meeting was
	reopened at 7:05 pm. Mayor Nissula presented the current fees, and
	inclusion of a concessionaire stand fee and an \$1.31 to the Sewer Base.
	No increase to the Water fees. Discussion regarding continuing the
	discussion to the Fees to another meeting.

MOTION BY: Cynda Herrick SECOND BY: Tom Byrne

MOTION TO APPROVE RESOLUTION NO. 19-15 SCHEDULE OF FEES TO INCLUDE THE CONCESSIONAIRE FEE AND THE INCREASE OF THE SEWER BASE FEE TO \$1.31

DISCUSSION: No further discussion.

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

Motion Passed

CASCADE RURAL FIRE DEPARTMENT IMPACT FEES

DISCUSSION: Fire Chief Hull presented to the Council the matter of initiating a study to determine the impact fees to Fire and EMS as it relates to current growth. While the Fire Department will bear the cost of the study, but would like the support of the City (and County) in moving forward with the process. Councilmember Herrick inquired about creating a development agreement with new subdivision, etc. Chief Hull said yes, but that by collecting fees would allow for additional equipment, fees cannot be used for personnel.

MOTION BY: Tom Byrne SECOND BY: Rachel Huckaby

MOTION TO APPROVE AGENDA BILL 19-25 TO INITIATE THE STUDY IMPACT FEES

DISCUSSION: Confirmation that this does not cost the City to pursue the study.

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

Motion Passed

LIBRARY BOAR	D OF TRUSTEES APPLICATION
DISCUSSION:	Tabled at the request the Library Board.
RESOLUTION N	O. 19-16 IDAHO GEM GRANT
DISCUSSION:	Mayor Nissula provided history on the Pine Street project identifying the lack of funding to install the RRFB. The City is interested in pursuing funding from Idaho Gem Grant to help off-set the costs of purchase of the RRFB.

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

DISCUSSION:	No further discussion				
ROLL CALL:	Tom Byrne	Yes	Rachel Huckaby	Yes	
	Denise Tangen	Yes	Cynda Herrick	Yes	
Motion Passed					
CONTRACT CH	ANGE ORDER NO.	2 – PROJE	CT 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 APP PINE STREET	PROVE CONTRACT	CHANGE O	RDER NO. 2 – PROJECT	NO A020(246)	
DISCUSSION :	No further discu	ssion.			
ROLL CALL:	Tom Byrne	Yes	Rachel Huckaby	Yes	
	Denise Tangen	Yes	Cynda Herrick	Yes	
Motion Passed					
FINAL ACCEPT	ANCE LETTER – P	ROJECT NO	0. A020(246) PINE STRE	ЕТ	
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 T	angen	
	PROVE FINAL ACCI JTHORIZE THE MA		CTTER – PROJECT NO. A(N	020(246) PINE	
DISCUSSION:	No further discu	ssion			
ROLL CALL:	Tom Byrne	Yes	Rachel Huckaby	Yes	
	Denise Tangen	Yes	Cynda Herrick	Yes	
Motion Passed					
INTERNATIONA	L BUILDING COD	E PLAN REV	IEW 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:		
AGREEMENT TO		NTERING INT	BUILDING CODE PLAN RE FO AN AGREEMENT WIT SIGN		
COMPANY, AND	Councilmember Huckaby requested the date be change and to follow up with what Building Code the City is using.				
COMPANY, AND DISCUSSION:		• •		e and to follow	

Motion Passed					
CITY HALL HO	URS				
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 BIL	LS			
MOTION BY:	Tom Byrne		SECOND BY: Rachel H	luckaby	
	IENT OF BILLS ON MOUNT OF \$269,24		AID INVOICE REPORT DAT	ED AUGUST 12,	
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 REGIST	'ER REPO	RT		
MOTION BY:	Rachel Huckaby		SECOND BY: Tom Byr	ne	
APPROVE PAYR	OLL REGISTER RE	PORT FO	R PAY PERIOD ENDING JU	LY 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 Byr	ne	
APPROVE PAYR	OLL REGISTER RE	PORT FO	R PAY PERIOD ENDING AU	GUST 3, 2019	
DISCUSSION:	No further discu	ssion			
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 T	angen	
APPROVE CASC CORRECTIONS	CADE CITY COUNC	IL MINUTI	ES DATED JULY 8, 2019 W	ITH	

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	SE	COND BY: Denise T	angen
APPROVE CASCA CORRECTIONS	ADE CITY COUNCII	L MINUTES DAT	ÈD JULY 22 2019 W	ITH
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