

CASCADE CITY COUNCIL SECOND REGULAR MEETING February 24, 2020 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 by Mayor Judith R. Nissula at 6:00 P.M. Council members Rachel Huckaby, Cynda Herrick, and Ron Brown, were present. Quorum exists.

Also present: Heather Soelberg City Clerk

Darryl Stewart Building Inspector

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. The City Council does not take any action or make any decisions during public comment. To request Council action during at Council meeting, contact City Clerk at least one week in advance of a meeting.

Josh Davis – Wanted to bring to the attention of the City Council that the first round of comments was received from ITD regarding the traffic impact study on the River District, it was discussed that trigger a workshop item and the draft development agreement. The applicant would like to schedule for the March 9th meeting in order to have sufficient time to discuss prior to the next public hearing. Davis identified that staff and applicant have not been able to work through these issues to date. Councilmember Herrick agreed. Discussion regarding the meeting minutes for the February 24th meeting. Mayor Nissula identified that the City Council was notified that the first round of comments was received from the ITD, also informed the City Council that they had been received and were being reviewed by staff and attorney. Mayor also identified that the applicant and staff were scheduling a team meeting, Josh agreed that the meeting was schedule for this week (the week of February 24th). Councilmember Herrick requested that a work session be scheduled to discussion the development agreement. Councilmember Huckaby agreed. Discussion regarding having a workshop on March 9, 2020. Councilmember Huckaby identified that the team meeting should be held prior to the workshop. Councilmember Herrick agreed.

Cynda Herrick – Requests that the short-term rental and the single-track ordinance be set before the City Council. Mayor identified that the City attorney is reviewing both, but identified that the single-track issue might be better served being as a resolution or an addendum to the mobility plan.

PUBLIC HEARING

No Public Hearing

NEW BUSINESS

CASCADE GOLF ASSOCIATION LETTER APPROVAL RE: LEASE AMENDMENT

DISCUSSION: Tom Byrne updated the City Council of the request of the BOR the Golf

Course is requesting the draft and send a letter to the BOR requesting an amendment to the Lease to assign ownership of the existing and

proposed irrigation system to the BOR.

MOTION BY: Cynda Herrick SECOND BY: Rachel Huckaby

MOTION TO APPROVE THE CITY DRAFTING A LETTER TO SEND TO THE BOR REQUESTING AN AMENDMENT TO THE LEASE ON PROPOSED IRRIGATION SYSTEM TO THE BOR, AND AUTHORIZE THE MAYOR TO SIGN.

DISCUSSION: No further discussion.

ROLL CALL: Ron Brown Yes Cynda Herrick Yes

Rachel Huckaby Yes Denise Tangen Absent

Motion Passed

ASSESSMENT OF CASCADE CITY HALL

DISCUSSION: Darryl Shepard updated the City Council regarding the engineering

report. Prior to the proceeding with either the repair or replacement of the roof on City Hall an evaluation of the structural stability of the building was required. The City needs to determine what direction and steps they would like to take based on the engineering report provided by Kim Rost, P.E. Discussion regarding moving forward. Discussion regarding the old PD building. Andrew from Great Western Engineering identified that the Community Block Grant could help fund for a City Hall (and community center)/Library. Vernie identified

that the Library is moving forward with a new library.

MOTION BY: Cynda Herrick SECOND BY: Rachel Huckaby

MOTION TO TALK TO LESLIE REGARDING COMMUNITY BLOCK GRANTS TO WORK ON LONG TERM GRANT CYCLE AND LOOK AT OLD PD STATION AS AN INTERIM CITY HALL

DISCUSSION: Discussion regarding the PD building. Councilmember Herrick

requested that the City move forward with finding an alternative

location for City Hall.

ROLL CALL: Cynda Herrick Yes Rachel Huckaby Yes

Denise Tangen Absent Ron Brown Yes

Motion Passed

PROFESSIONAL SERVICES AGREEMENT FOR JRN REVIEWS

DISCUSSION: Plan review for the new Cascade Hardware Store bldg. is required, this

has been submitted to JRN Review for comment. The City needs to review and approve the Professional Service Agreement prior to the comment letter being issued. JRN Review has been doing plan review check for the city for recent years. Discussion regarding the fee.

Discussion regarding shopping for other plan review services.

MOTION BY: Cynda Herrick SECOND BY: Rachel Huckaby

MOTION TO APPROVE THE INTERNATIONAL BUILDING CODE PLAN REVIEW PROFESSIONAL SERVICES AGREEMENT, AND AUTHORIZE THE MAYOR TO SIGN.

DISCUSSION: No further discussion

ROLL CALL: Rachel Huckaby Yes Denise Tangen Absent

Ron Brown Yes Cynda Herrick Yes

Motion Passed

CASCADE AIRPORT - CASCADE AIP 016 GRANT APPLICANT (SEAL COAT PROJECT)

DISCUSSION: Kevin Bissell, the Airport Engineer, has presented the City with an

FAA grant application for design of the runway seal coat project at the Cascade Airport and FAA Sponsor Certifications for signature. The City will need to sign and return the documents to be eligible for the

grant funding.

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

MOTION TO APPROVE THE FAA AIRPORT IMPROVEMENT PROGRAM (AIP) PROJECT NO. 03-160016-2020 AND THE PROGRAM SPONSORSHIP CERTIFICATE FOR THE SEAL COAT PROJECT, AND AUTHORIZE THE MAYOR TO SIGN.

DISCUSSION: No further discussion

ROLL CALL: Denise Tangen Absent Ron Brown Yes

Cynda Herrick Yes Rachel Huckaby Yes

Motion Passed

CASCADE AIRPORT -PRIMARY ENTITLEMENT FUNDS TRANSFER

DISCUSSION: The Cascade Airport has some remaining non-primary entitlement

funds that are set to expire. Idaho has an airport (Challis) that could use these funds for an upcoming project this year. ITD has asked that the City be so kind to transfer these unused funds back to the FAA so

they may be utilized within the state.

MOTION BY: Cynda Herrick SECOND BY: Ron Brown

MOTION TO APPROVE THE FAA FORM 100-110, REQUEST FOR FAA APPROVAL OF AGREEMENT FOR TRANSFER OF ENTITLEMENT TO CHALLIS, IDAHO, AND AUTHORIZE THE MAYOR TO SIGN.

DISCUSSION: No further discussion.

ROLL CALL: Ron Brown Yes Cynda Herrick Yes

Rachel Huckaby Yes Denise Tangen Absent

Motion Passed

CONTRACT PLANNER INVOICES REVIEW

DISCUSSION: Review and discussion regarding the Contract Planner Invoices.

Discussion regarding the cost of the contract planner and how cost

should be born. Discussion that the code states that the applicant is to pay the actual expenses incurred for the applications process. Discussion regarding how the expenses to be shared. Mayor requested that the City Council identify which invoices should be born by the City and how the City will pay for this expense.

APPROVAL OF CONSENT AGENDA

MOTION BY: Rachel Huckaby **SECOND BY:** Ron Brown

APPROVE PAYMENT OF BILLS ON THE UNPAID INVOICE REPORT DATED FEBRUARY 20, 2020 IN THE AMOUNT OF \$10,104.25.

DISCUSSION: Inquiry regarding the vet boarding invoice, ERN internet services,

Computer software and snow removal.

ROLL CALL: Cynda Herrick Yes Rachel Huckaby Yes

Denise Tangen Absent Ron Brown Yes

Motion Passed

MOTION BY: Rachel Huckaby SECOND BY: Ron Brown

APPROVE PAYROLL REGISTER REPORT FOR PAY PERIOD ENDING FEBRUARY 15, 2020

DISCUSSION: No further discussion

ROLL CALL: Rachel Huckaby Yes Denise Tangen Absent

Ron Brown Yes Cynda Herrick Yes

Motion Passed

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

APPROVE CASCADE CITY COUNCIL MINUTES DATED FEBRUARY 10, 2020, WITH CORRECTIONS

Discussion Request to include the employee names in the motion.

ROLL CALL: Denise Tangen Absent Ron Brown Yes

Cynda Herrick Yes Rachel Huckaby Yes

Motion Passed

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

APPROVE FINANCIAL STATEMENT FOR JANUARY 2020

DISCUSSION: Inquiry regarding the Idaho franchise fee. Inquiry regarding snow

removal costs, engineering fees for streets, dues and publication for

water & sewer, chargeback.

ROLL CALL: Ron Brown Yes Cynda Herrick Yes

Rachel Huckaby Yes Denise Tangen Absent

Motion Passed

MAYOR REPORT

Monitoring Wells, mop head number two was pulled out of young lift station, HB409 freezing of the property tax, HB408 reallocating sales tax to a loss of approx. \$10,000 per year, Capital for the day this Friday, new ordinance to look at in April, All Mitigation Plan has been updated, water forum, stibnite adversary council update, still looking for a part-time employee, auction surplus update.

ADJOURNMENT

MOTION TO ADJOURN 7:13pm

ALL IN FAVOR: Rachel Huckaby Aye Cynda Herrick Aye

Denise Tangen Absent Ron Brown Aye

MEETING ADJOURNED:

Respectfully submitted and Attested by, Approved

Heather M. Soelberg
Heather M. Soelberg, Clerk/Treasurer

Judith R. Nissula, Mayor