



**CASCADE CITY COUNCIL**  
**FIRST REGULAR MEETING and PUBLIC HEARING**  
**Monday, March 8, 2021**  
**6:00 PM**  
**Cascade City Hall**  
**MINUTES**

**CALL TO ORDER AND ROLL CALL** Meeting called to order at 6:02 pm.

Absent Council Member Ron Brown  
Present Council Members Denise Tangen, Cynda Herrick and Rachel Huckaby.  
A **quorum** was present.

Present in person Judith Nissula, Mayor Janice Van Winkle, Clerk  
Present via Zoom Darryl Shepard, Building Official Heather Soelberg, Treasurer

**PLEDGE OF ALLEGIANCE**

**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 to make any decisions during public comment. To request Council action during a Council meeting, contact City Clerk at least one week in advance of a meeting. There was no public comment.*

**ADDITION TO AGENDA**

Motion by Cynda Herrick to amend the agenda to add discussion regarding the letter from Gossi Family Trustor, Jerry Folger, regarding the City of Cascade/Gossi easement.  
Seconded by Rachel Huckaby

Roll call Yes, Rachel Huckaby Yes, Denise Tangen Yes, Cynda Herrick  
Motion passed.

**DEPARTMENT REPORT**

**Airport** No report was given.

**Building Dept.** Two permits were issued during February. Progress on the firehouse is ongoing.

**Clerk Report** The clerk presented the written report.

**Library** Things are going well. The library is still looking for volunteers.

**Public Works** Mayor reported of behalf of public works. Screens are in and will be delivered 3/9/21.

**Sheriff's Office** Review of written report submitted.

**Hwy. 55 Update**

Presentation by Alex Deduck of ITD. Beginning March 15<sup>th</sup>, the Monday through Thursdays, 10 am to 2 pm road closures will resume with traffic controlled by flaggers or signal except for Memorial Day weekend and summer weekends through Labor Day when there will be two lane traffic.

## COVID-19 Update

Tom Reinhardt summarized that there have been no positive tests in the past two weeks but a worry remains that people will relax and not wear a mask or social distance. CMC (Cascade Medical Center) continues to vaccinate. If you have not been vaccinated, go the CMC website, and click on “vaccine”; you will be directed to the State of Idaho registry to answer a few questions to schedule your vaccine date. Anyone who wants a vaccine administered in Valley County can access the Cascade Medical Center website or Idaho vaccine site to make an appointment.

## OLD BUSINESS

### **AB 21-29 Vendor Ordinance – third and final reading (Action Item)**

Discussion: Cynda Herrick asked why 4-1-1-C #1 and #2 reflect that a law enforcement official is required? Council discussed and the other Council members agreed that it should remain. The code enforcement officer needs to be code certified to write a ticket for an infraction, as a result, a law enforcement official is required to attend him.

Change: expiration date of permit from (90) days to (120) days.

Conditional Use Permits were discussed for vendor food trucks; they will be required.

“No gas generators were allowed” as reflected on the “Vendor Rules” document - no need to be removed, it would be addressed in the Conditional Use Permit.

Motion by Cynda Herrick for staff to create a final ordinance as shown in AB 21-9 to be adopted at the next meeting.

Seconded by Denise Tangen

Roll Call Yes, Cynda Herrick Yes, Rachel Huckaby Yes, Denise Tangen

Motion passed.

## NEW BUSINESS

### **AB 21-30 Appointment to Sports Park Committee (Action Item)**

Discussion At an upcoming, March 23<sup>rd</sup> meeting, the Sports Park Committee will present and discuss their updated Master Plan for the Sports Park that has not been updated since it was written.

Motion by Denise Tangen to appoint Greg Price to the Sports Park Committee.

Seconded by Cynda Herrick

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen Yes, Cynda Herrick

Motion passed.

### **AB 21-31 RFQ – Front Street reconstruction of roadway and storm water elements (Action Item)**

Discussion Grant monies for this project are \$100/K from LHTAC, \$30/K from a 319 Grant Program and potential additional monies from FEMA. The Treasurer confirmed that the total project is just under \$219/K. Even without grant funding, there is money in the budget to fully fund this project. RFQ language: Look at first paragraph directions...i.e. E. Cascade St. and repair so the description is accurately reflected.

Motion by Rachel Huckaby to accept the RFQ for front street reconstruction and storm water elements with the verbiage repair to the directions and then publish.

Seconded by Denise Tangen

Roll Call Yes, Rachel Huckaby Yes, Cynda Herrick Yes, Denise Tangen  
Motion passed.

**AB 21-33 RFP – Review and revise Land Use Section to City Code (Action Item)**

Discussion City Attorney outlined the benefits of using an individual with a planning background who is up to date with current standards to lead the effort to eventually present to planning and zoning. The RFP allows the city to see what options are out there – a contract does not have to be created.

Motion by Rachel Huckaby to send out RFP for review and revision of the land use section of city code.  
Seconded by Denise Tangen.

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen Yes, Cynda Herrick  
Motion passed.

**AB 21-34 RFP Leasing of Police Building (Action Item)**

Discussion The RFP will be for use of the entire building. Alternate storage for the vac and sand trucks was confirmed. Council Member Herrick would like to address the use of this building in workshops prior to this RFP going out.

Motion by Rachel Huckaby to table the leasing of the Police Building RFP until CIP (capital improvement plan) for city buildings is discussed in a future workshop scheduled for Monday, March 18<sup>th</sup> at 5:15 pm to approximately 6:45 pm which will be open to the public.

Seconded by Cynda Herrick

Roll Call Yes, Cynda Herrick Yes, Denise Tangen Yes, Rachel Huckaby  
Motion passed.

**AB 21-35 Scope of Work – Chip Seal Project (Action Item)**

Discussion There was discussion related to why the City would commit \$10,000 to hire an engineer to create a scope of work and manage the chip seal project from RFP to award. The City Engineer and Public Work's director will be scheduled to discuss and answer questions at a future meeting.

Motion by Cynda Herrick to approve AB 21-35 for Horrock's to prepare the bid documents for Chip Seal and authorize the Mayor to sign.

Seconded by Rachel Huckaby

Roll Call Yes, Denise Tangen Yes, Rachel Huckaby Yes, Cynda Herrick  
Motion passed.

**AB 21-36 LOT information – Public Education Plan (Action Item)**

Discussion The Myth and Myth Buster Q&A will be in written form for Council review at the March 18, 2021 workshop.

No action required.

**AB 21-37 Citizen's planning Academy – video (Action Item)**

The video was not posted on you tube so Council could not watch. No Action was required.

## **GOSSI / City of Cascade Easement Discussion**

Discussion Mr. Folger asked that the easement description be amended for accuracy in the event the Gossi property is sold. The cost of any new survey will be paid for by Mr. Folger who is the Trustor of the Gossi Trust. Council members discussed concerns over ingress/egress of utilities, driveway placement and future use and/or development of the property by the City and asked to make sure that any revision include language that the easement across city property could be extinguished if necessary.

## **CONSENT AGENDA**

### **Payment approval report through 03/04//21 (Action Item)**

Motion by Rachel Huckaby to approve the payment approval report in the amount of \$34,022.13.

Seconded by Denise Tangen

Roll Call Yes, Cynda Herrick Yes, Denise Tangen Yes, Rachel Huckaby

Motion passed.

### **Payroll Report for March 3, 2021 PR period. (Action Item)**

Motion by Cynda Herrick to approve the payroll report dated March 3, 2021 as presented.

Seconded by Denise Tangen

Discussion: re: employee No. 6200 whose hours did not add up to (80) hours. The Treasurer explained that the employee worked overtime during one of the weeks.

Roll Call Yes, Rachel Huckaby Yes, Cynda Herrick Yes, Denise Tangen

Motion passed.

### **February 2021 Financials (Action Item)**

Discussion Clarification on page 2 category “computer and office equipment” – costs included the Building Inspector computer, and office laptops.

Motion by Cynda Herrick to approve the February 2021 Financials as reported.

Seconded by Rachel Huckaby

Roll Call Yes, Denise Tangen Yes, Rachel Huckaby Yes, Cynda Herrick

Motion passed.

### **Approval of February 22, 2021 Meeting Minutes (Action Item)**

Discussion Change to minutes that shows that the late payment date was added to the utility bill.

Motion by Denise Tangen to approve the February 22, 2021 meeting minutes with changes noted above.

Seconded by: Cynda Herrick

Roll Call: Yes, Cynda Herrick Yes, Rachel Huckaby Yes, Denise Tangen

Motion passed.

## **Mayor Update**

The Off-Road Stampede is currently being reviewed. The County Commissioners were not aware of this event. As there are no permits at this point, it is premature for the Go Agency to present their event to the City Council. - Public Works Director and Mayor will be meeting with the County facility manager regarding Spring St. - Council Member Herrick asked the Mayor to provide the school “spring” data to her.

The Huber screen for the wastewater treatment system will be delivered on March 8, 2021.

**ADJOURNMENT** by Mayor Nissula at 8:25 pm