



CASCADE CITY COUNCIL
First Regular Meeting and Public Hearings
Monday, February 14, 2022
6:00 PM
Cascade City Hall
MINUTES

CALL TO ORDER AND ROLL CALL Meeting called to order at 6:00 pm

Present Council Members Ron Brown, Rachel Huckaby, Jason Speer, Denise Tangen
A **quorum** was present.

Present in person Judith Nissula, Mayor Heather Soelberg, Treasurer
Janice Van Winkle, Clerk

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

There was no public comment.

DEPARTMENT REPORTS

Building Inspector/Code Enforcement

Darryl Shepard reported on the status of the library and recycled bookstore. The books dried well. Another fire occurred at the depot. Someone was living in the caboose and should not have been there.

One building permit was issued in January, 2022.

Clerk

Summary of YTD activity on airport, park reservations, licenses and permits, and cemetery conveyances.

Library

The library will be closed for six weeks. The city treasurer will be the main point of contact for the cleanup and expense tracking process. The trustees are requiring criminal background checks on all library employees. Policy and Procedures will be updated a bit at a time over the course of several trustees meetings. The library director is working on getting a short-term strategic plan in place. A grant was awarded to allow an eight week book club program called around the world in 80 days. Girl's who code is temporarily closed. KReady! will be taking place in Donnelly. Friends of the Library space - there is internet access from the library parking lot. Reconnection of equipment has not occurred to date. Donations will not be accepted for the time being. During the closure, all residents of Cascade can get a free library card at McCall, Donnelly, and Garden Valley.

Darryl Shephard reported on the status of the ICRMP assessment of the damage and the status of the electrical at the library.

Public Works

Staff member Doug Green passed his water distribution test and is now licensed. Staff member Kestler Maynard is preparing to test for waste water treatment.

Sheriff's Office

Printout presented to Council. No presentation by the Sheriff.

Council member Tangen asked for clarification on the traffic stops and how many tickets or warnings resulted. Council members Speer and Huckaby had questions about reporting time spent. Council was in agreement that the content of the report needs to be improved.

AB 22-60 Form 470 – Library E-Rate Application (Action Item)

No motion necessary. This will reappear on the agenda should a grant be awarded.

AB 22-61 Personnel Policy Review (Action Item)

ICRMP put out a new personnel policy which resulted in a rewrite of the City policy. The first draft is the new recommended policy form the insurance carrier, ICRMP. The rewritten draft includes changes to employee classifications of PT, FT (32 hours) and Temp employees. Holidays and vacation policies have also been updated. The Treasurer recommends that Council adopt a resolution outlining elected officials benefits as there has not been one in the past. Overtime compensation policy was discussed as well as vacation and sick leave accrual, handling time not taken and stopping accrual of time once the threshold has been reached. The Federal holiday of Juneteenth was discussed and the Council was asked to adopt as part of the Holidays observed by the City including discussion on the need for an 8 hour cap on hours worked on a holiday. The remainder of the rewritten policy remains similar to the previous version. The additional documents for the On-Call / Call Out Policy and Timesheet Policy were briefly discussed.

The Treasurer/Personnel administrator has asked council to continue to look over the policy manual prior to adoption.

No motion necessary as Council will continue to review.

Motion by: Rachel Huckaby to table the draft personal policy review, on call and time sheet policy until the February 28, 2022 meeting.

Seconded by: Jason Speer

Roll Call Yes, Jason Speer Yes, Ron Brown
 Yes, Denise Tangen Yes, Rachel Huckaby

Motion passed.

AB 22-62 MOU, City, Cascade School District and Sports Park (Action Item)

Council inquired on the \$3,000.00 school investment in this MOU. The Mayor will further discuss with the Superintendent and get back to Council.

Motion by: Denise Tangen to table the MOU between the City of Cascade and the School District regarding Sports Park until the February 28, 2022 meeting.

Seconded by: Ron Brown

Roll Call Yes, Ron Brown Yes, Denise Tangen
 Yes, Rachel Huckaby Yes, Jason Speer

Motion passed.

AB 22-63 MOU, Noxious Weed Abatement (Action Item)

The Mayor will talk with Public Works regarding the effectiveness of spraying around the ponds and roads.

Motion by: Denise Tangen to table until the February 28, 2022 meeting after the Mayor has discussed with public works.

Seconded by: Jason Speer

Roll Call Yes, Denise Tangen Yes, Rachel Huckaby
 Yes, Jason Speer Yes, Ron Brown

Motion passed.

AB 22-64 FEMA Stormwater Drain Project grant acceptance. (Action Item)

This is phase one for the design work for the system. The second phase will be for the construction work.

Motion by: Rachel Huckaby to approve the grant DR-4443 HMGP.

Seconded by: Jason Speer

Roll Call Yes, Rachel Huckaby Yes, Jason Speer
 Yes, Ron Brown Yes, Denise Tangen

Motion passed.

AB 22-65 West Central Mountain Trail Coalition commitment. (Action Item)

This is a commitment to participate in the Trail Coalition. This is part of the Valley County pathways.

Motion by: Denise Tangen to approve the city's participation in the WCM Trail coalition.

Seconded by: Ron Brown

Roll Call Yes, Jason Speer Yes, Ron Brown
 Yes, Denise Tangen Yes, Rachel Huckaby

Motion passed.

CONSENT AGENDA (Action Item)

Payment Approval Report through February 11, 2022.

Payroll register reports for February 2, 2022

January 2022 Financials

Approval of January 24, 2022 meeting minutes.

Q & A:

Minutes correction AB 22-47 correct Rob to Ron.

Minutes correction AB 22-29 correct Speers to Speer.

Trouble shooting light posts is just now being invoiced.

SAI Associates bill for "general engineering support". \$1260.60 for the creation of the zoning map.

Payroll increase for public staff members that have passed licensing tests.

Motion by: Rachel Huckaby to approve the consent agenda items with corrections.

Seconded by: Jason Speer

Roll Call Yes, Ron Brown Yes, Rachel Huckaby
 Yes, Denise Tangen Yes, Jason Speer

Motion passed.

MAYOR'S REPORT

Library and recycled bookstore.

Communication issues that resulted from the library and recycled bookstore flood damage have been resolved. Moving forward, questions regarding the repair status of the library and bookstore will be directed to the building inspector.

Sled Dog Challenge was a success. Signing for “drop offs” could have been improved.

ADJOURNMENT Mayor adjourned the meeting at 7:45 pm.