



**CASCADE CITY COUNCIL**  
**Second Regular Meeting Hearing & Public Hearings**  
**Monday, March 27, 2023**  
**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.

Staff Present Judith Nissula-Mayor, Janice Van Winkle-City Clerk  
Staff via Zoom Heather Soelberg-Treasurer  
Presenters via person Jordan Zwygart of Zwygart & Johns CPA's, Dan Goodman-City Attny,  
Presenters via Zoom Paul Scoresby-S&A Engineers

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Council member Ron Brown asked for more discussion regarding future mail box placement.

**PUBLIC HEARING**

Title 3-1-13 Providing a "reasonable time" for the Planning and Zoning Commission to exercise its duties.

Mayor Nissula opened the Public Hearing at 6:02 pm.

**Staff Report**

Mayor Nissula and City Attorney Dan Goodman summarized the change in code verbiage which allows the City more time to provide a response and also match Idaho State minimum requirements. If a change to time frame verbiage is required in the future, this ordinance allows Council to make a change via resolution.

Proponents None  
Neutral None  
Opponents None

No rebuttal. Public Hearing closed at 6:07 pm.

Council discussion asked for Mayoral updates on a project's status. Further discussion regarding time frame for processing an application was

**PUBLIC HEARING**

Schedule of Fees update.

Mayor Nissula opened the public hearing at 6:12 pm.

**Staff Report**

The City Clerk outlined what the fee was for. Council would like to see clear verbiage that the fee is a fee charged to the CRFD and not a fee to the applicant.

Proponents                None  
Neutral                    None  
Opponents                None

There was no further Council discussion.

The Mayor closed the public hearing at 6:22 pm.

## **NEW BUSINESS**

### **AB 23-72                    Audit Results for Fiscal Year 2021/2022 presented by CPA                    (Action Item)**

CPA, Jordan Zwygart reviewed the audit as presented to Council in a printed booklet form. After summation of each fund status, Council questions were addressed and answered. Council was assured that good controls for processing bank statements and invoices are in place.

Motion by:                Jason Speer to accept the fiscal year 2021/2022 as present by the CPA.  
Seconded by:            Ron Brown

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

Motion passed.

### **AB 23-73                    Adopt Ordinance Title 3-1-13 Changes                    (Action Item)**

Motion by:                Rachel Huckaby to adopt changes to Title 3-1-13.  
Seconded by:            Denise Tangen

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

Motion passed.

### **AB 23-74                    Resolution No. 23-16 Schedule of Fees                    (Action Item)**

Motion by:                Rachel Huckaby to adopt Resolution No. 23-16 the Schedule of Fees with clarification in the Fire Impact Fee application processing fees description as requested.

Seconded by:            Jason Speer

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

Motion passed.

### **AB 23-75                    Resolution No. 23-17 Surplus Property                    (Action Item)**

This pickup was originally up for surplus prior to COVID. It was put on hold at the time.

Motion by:                Rachel Huckaby to accept resolution No. 23-17 for surplus property of a 2003 pickup.

Seconded by:            Ron Brown

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

Motion passed.

**AB 23-76 Approval to submit a DEQ Grant Application for the study of (Action Item)  
the Collection System requiring City matching funds of \$20,000.00.**

The Treasurer asked is using SAF fees were a legal use for this type of grant. Paul Scoresby of S&A Engineers assured Council that this is a Capital Improvements funds and qualifies for use of SAF fees to assist in funding this project.

Motion by: Jason Speer to approve AB 23-76, AB-23-77, AB 23-78 and AB 23-79 and authorize the Mayor to sign.

Seconded by: Denise Tangen

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

Motion passed.

**AB 23-77 Approval of \$7,500.00 (of the \$20,000.00 matching funds) so the (Action Item)  
City can camera lines.**

Motion passed in AB-23-76 vote and roll call.

**AB 23-78 Resolution No. 23-15 - Authorizing DEQ grant application for (Action Item)  
study of the Collection System.**

Motion passed in AB-23-76 vote and roll call.

**AB 23-79 S&A Engineers Task Order No. 11 for \$32,000.00 in Engineering (Action Item)  
Fees that are included in the DEQ Grant Application for the study  
of the Collection System.**

Motion passed in AB-23-76 vote and roll call.

**AB 23-80 Railroad Encroachment Permit and Fee (Action Item)**

Motion by: Rachel Huckaby to enter into the Right of Entry between the railroad and the City of Cascade and authorize the Mayor to sign and pay the \$1500 license fee.

Seconded by: Denise Tangen

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

Motion passed.

**AB 23-81 FONROCHE Solar Street Light (Action Item)**

The Mayor asked public works staff member, Doug Green, to summarize the meeting that was held at City Hall on Tuesday, March 21<sup>st</sup>, with FONROCHE's Ryan Crespi, related to solar, street lighting.

Motion by: Jason Speer to approve AB 23-81 for the FONROCHE test solar light to be located on Main St.

Seconded by: Ron Brown

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

Motion passed.

**AB 23-82 Purchase of VAC Truck (Action Item)**

The request for a newer VAC Truck was presented by Public Works staff member, Jason Metz and Doug Green. Council asked which VAC Truck in the packet presented to Council would be preferred by staff and asked for clarification if it would fit in the building it would reside in. Treasurer input addressed the following, purchase of this piece of equipment could not be paid for with SAF fees. Currently, water monies are all allocated to other projects. Purchase of this piece of equipment would put water funds into the hole. Funds from both water, sewer and streets would be needed in order to pay for this piece of equipment. Council asked City Attorney for direction on how to pay for this piece of equipment.

Motion by: Jason Speer to approve the purchase of a VAC truck for no more than \$85,000.00 and direct the Treasurer to pay for it using 2/3 sewer and 1/3 roads and bridge funds with the condition that the new VAC truck fit into the building that it will be stored and if transportation/delivery cannot be paid for out of employee cost Council must be revisited.

Seconded by: Rachel Huckaby

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

Motion passed.

Council member Speer asked that staff be more in tune with “land mines” that may arise. The Treasurer has already asked staff to make a list of needs to add to the Capital Improvement plan.

**AB 23-83 Food Truck Ordinance No. 726 (Action Item)**

Motion by: Rachel Huckaby to table Food Truck Ordinance No. 726 and direct the Mayor to Send back the document with some Clerk notes in blue and ask food truck supports to resubmit with a track changes.

Seconded by: Jason Speer

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

Motion passed.

**CONSENT AGENDA (Action Item)**

- Payment approval report through March 24, 2023.
- Payroll register report for March 22, 2023.
- Approval of meeting minutes for March 13, 2023.

Motion by: Rachel Huckaby to approve the consent agenda and change minutes for Rachel to reflect Rachel Huckaby as being in attendance via Zoom

Seconded by: Jason Speer

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

Motion passed.

**MAYOR'S REPORT**

Reminded City Council that the April 10, 2023 meeting will be a joint meeting at City Hall with the Valley County Commissioners to discuss the City of Cascade impact area.

**ADJOURNMENT**    The Mayor adjourned the meeting at 7:38 pm.