



CASCADE CITY COUNCIL
Second Regular Meeting and Public Hearings
Tuesday, October 10, 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 Rachel Huckaby, Jason Speer, Denise Tangen,
A **quorum** was present.

Council Member Ron Brown arrived at 6:45pm.

Staff Present Judith Nissula-Mayor, Steve Yamamoto-Public Works,
Darryl Shepard-Building Inspector

Staff via Zoom Heather Soelberg-Treasurer, Daniel Goodman-City Attorney,
Trevor Howard-City Engineer

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

There was no public comment.

DEPARTMENT REPORTS

Airport There was no report for the airport.

Building Dept. / Code Enforcement

Building Twelve (12) active permits in September and (6) new sets of plans for River View.

Code enforcement Removed 5 snowmobiles off Hillcrest, VCSO working on contacting owners.

Re-roof sports park Summary of re-roofing of the concessions stand.

City Shop Dug foundation for shop, concrete guys will be there 10/11/23, shop still has approx.
\$93,000 in budget. There may be inside framing to do. Insulation comes with
building.

Clerk Report

As presented in the Council Packet. Council Member Denise Tangen would like to see the report reflect LOT monies allocated in addition to the revenue that is reported. Mayor Nissula commented that the Treasurer report should have this information. The Treasurer will work to modify the financial reports to better identify LOT monies committed and spent on projects.

Library Report

Mayor Nissula presented the report included in the Council packet. The construction contract that was sent out to bid resulted in (1) bid from Dalrymple Construction whose bid came in under \$500,000.00.

Planter boxes will be donated to the library expansion project by the Cascade food pantry. A \$3600 donation from Blue Cross will be used for the new play area.

Organization of library files has been completed and the Board of Trustees is close to finishing the policy manual.

Public Works

Public Works Director, Steve Yamamoto, reported on leftover money in the budget and will have a meeting with electrician & ID Power to see what monies can go towards bringing power to the new City Shop.

Currently, routine samples are being collected and the staff has started seasonal servicing of the equipment.

Raven Ridge installed the sewer lines tie in last week, and started the water tie in today but the water line is not the same depth which requires additional parts resulting in tie-in occurring a week later than expected.

Council Member Rachel Huckaby inquired why the road was not open and no flaggers were present. Signs are up, but people are still driving through. She believes that it is unrealistic to keep the road closed for two weeks. Steve Yamamoto will work with City Engineer, Trevor Howard regarding the use of flaggers.

The Go to My Garage project now has an “independent” system instead of “loop” system that was installed today. New radio read meters will be installed. Council Member Denise Tangen asked if this (system) change would have an effect on the level of our water storage tanks. Steve Yamamoto said that it would not.

Darryl & Jason, removed three dead trees from the greenbelt & Pine St. Identifying dead trees will be updated and when it is time to re-do the Strand, a company will need to be hired to remove most of the dead trees and maintain the rest.

There were a few utilities locates and several connections and meter installs to perform in the River District.

Treasurer

Budget related discussion:

- Q. Councilor Rachel Huckaby inquired as to why \$2 million dollars was allotted to GeoThermal. She does not remember that being discussed.
- A. Though the City does not know the status of the Geothermal grant, it will continue to move forward. If awarded, the City anticipates partial funding from Idaho Power. There is time to determine how and where matching funds will be acquired.

Councilor Huckaby would like more clarification in the reports. The Treasurer will work on modification to reporting templates to better reflect available and allocated funds and where they are allocated to.

VC Sheriff

Sheriff Kevin Cooperi provided data from July 1st through September 30, 2023.

There were (179) traffic stops, petty theft and other disturbances but a trend does not exist.

Moving forward, he will establish a reporting template. Questions from the Council can be specifically addressed as they occur. There were no major incidents in the County that called deputies away from City duties.

City Attorney, Dan Goodman, recommends that the City provide a form/format for the VCSO to complete. Providing such a report in advance of a Council meeting would be helpful.

Sheriff Cooperi does recognize that there has been a communication breakdown in the past and hopes to improve that with more dialogue. Mayor Nissula reiterated the need for more dialogue.

PUBLIC HEARING/S

Amended Budget and Schedule of Fees

Hearing opened at 6:29 pm

Discussion

The Treasurer reiterated to Council that the city is required to amend the budget if they exceed budgeted expenditures. Currently, amendments need to be made to the general, library & water funds.

- Q. Councilor Rachel Huckaby asked how the line items that need adjusting are determined.
- A. The Treasurer explained how revenue can be adjusted to cover an expenditure. Other line items, like salaries, were changed enough to calculate to the final number (that is the number that really matters). Some did not need changed, because they do not impact the bottom line.
- Q. Councilor Denise Tangen says numbers do not match,
- A. The Treasurer explained that it's because the numbers reflected on the report are through August. September is not included.
- Q. Councilor Rachel Huckaby asked if amending the budget must be done now or can it wait.
- A. The Treasurer explained that it is too late for the City is too late to amend the prior fiscal year and recommends tabling the Public Hearing until the first week in November so she has time to modify the reports.

NEW BUSINESS

AB 24-10 Drinking Water System Status (Discussion)

Council to decide how we need to provide an answer to the public inquiring in regard to the City's Sewer & Water services. Sewer is good, but Water he feels we don't have a solid answer, we need to review where we are at and get direction – how would City Council like to have a standard answer on new building permits & new developments. He noted that we do not lack water; that we have two wells running during the summer months. It has been noted that since adjusting water use fees; water use has slowed. During the development of River District and review of water system, then development of water FPS it was identified that the supply is near capacity because of the requirement to have redundant supply. If one well goes out you still have enough supply to meet demand.

-Option one (answer): we think we are out of capacity until we get a new well and we are going to put moratorium on new Building Permits & new development until we get a new well.

-Option two (answer): We just issue Building Permits as they come in and we keep working on the well and we get the well before we exceed capacity of supply.

Keep in mind the capacity of supply is estimated on historical records and capacity of wells and forecasting that we have allocated everything, but until we have reported incidents that you are over supply and have a violation.

Mayor noted, this was just a discussion item and in short – one day it was ok, then DEQ changed rules. We need to be better at encouraging less water use and dry scaping.

City Engineer stated, should we just be deciding SAF’s on a case-by-case basis?

Councilor Denise Tangen asked when we may get to a point where we do not have the capacity to allocate more EDU’s. The City Engineer feels that it is just a matter of when you are looking at that data. At some point, without a new well, it could be very likely that a new well will be needed. A worst-case scenario would be during the middle of high, summer usage when wells one and two pump daily and pump three fails. Mayor Nissula asked Steve Yamamoto to begin to provide Council with the amount of water pumped each month. The goal is to have enough wells that will work together if the main well is not pumping (breaks).

Councilor Denise Tangen asked the City Engineer where we are with grant funding application for the water system. Application was made but there has been no award at this time.

Discussion only. No motion made.

AB 24-12 “Duffer’s” project paving contract (Action Item)

Council received two bids for hot mix on 10/5/23 and voted to approve bid from Valley Paving. City Engineer, Trevor Howard recommended approval and Mayor’s signature as soon as contract was received from Valley Paving and asked for ETA of same.

Q. Council member Denise Tangen asked for clarification from the Treasurer on how this project would be funded.

A. The Treasurer confirmed that the \$100,000.00 allotted for streets for FY 2023/2024 has been spent on Main St. projects. This project will be funded 100% with LOT funds.

Motion by: Rachel Huckaby to approve the bid from Valley Paving in the amount of \$165,000.00 and authorize the Mayor to sign.

Seconded by: Denise Tangen

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

Motion passed.

AB 24-01 Sportspark Concessions Building – re-roof (Action Item)

The Sportspark committee asked the building inspector to inspect the concessions building. It was determined that a new roof is needed as water damage is occurring to the building. One bid to re-roof the building was received in the amount of \$17,217.00. The re-roof project would be to replace it with the same kind of roof that exists. The roofing contractor can do the project now if Council approves the bid.

Motion by: Denise Tangen to approve the re-roof per the \$17,270.00 bid and direct the funding to come out of LOT funds and authorize the Mayor to sign.

Seconded by: Jason Speer

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

Motion passed.

AB 24-02 Replacement Trees (Action Item)

A full list of trees that need to be replaced should be made. There was discussion that smaller trees that are less susceptible to disease and more uniform should be used. Also, we should align with the comp plan & downtown revitalize plan. Discussion/Input from attendee Dick Carter stated, he recalls the trees were donated by Hans Barbonus and Mtn Ash is the type of trees they are, also that they should have been maint. and replaced every ten years.

Tabled until the October 23, 2023 meeting.

No motion. Discussion only.

AB 24-03 Removal of Trees (Action Item)

The answer is the same for the Whistlestop, as was given to Palooza Base Camp & Eatery. You can remove a tree, but it will need to be replaced at their (Business/Property owner) cost with a tree decided on by the Council. The Treasurer has emailed Council a list of trees.

Council has considered collecting replacement tree money up front (prior to removal) and would like to make sure that if monies are collected, trees are replaced quickly so the funds do not stay on the books. The comprehensive plan should state what is required and the City should stay in line with the comp plan.

Motion by: Rachel Huckaby to allow the Whistlestop to remove the tree at the cost of the Whistlestop owner and replace with a tree chosen by Council.

Seconded by: Denise Tangen

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

Motion Passed

**AB 24-04 Easement for Land Parcels (Action Item)
RPC00000251420 and RPC00000251599**

The parcels owned by the Gossi Trust have been listed for sale and asks the City to change the existing ingress/egress easement so the Gossi property can be more easily accessed. The current, recorded easement follows the Leisure Time property line. In addition, the Gossi’s plan on future need for water and sewer and ask that it also become a utility easement.

Public Works Director, Steve Yamamoto, confirmed that he does not see a problem with moving the easement as long as it is not around the lift stations.

The City Attorney inquired as to the recorded status of the existing easement that is to be modified and the Mayor confirmed that it does exist.

Motion by: Jason Speer to approve easement switch specifying that the cost of the survey expense is to be paid by the Gossi Trust ***and not*** by the City of Cascade.

Seconded by: Ron Brown

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

Motion passed.

AB 24-06 City Shop – Invoice for Pat’s Glass shop doors (Action Item)

This was part of the City Shop original bid. The building inspector is now asking Council for approval of the invoice for payment.

Motion by: Ron Brown to approve payment of \$23,110.00 to Pat’s Glass for the city shop doors.
Seconded by: Jason Speer

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

Motion passed.

AB 24-07 ITD Grant Agreement for airport agreement w/5% match (Action Item)

Councilor Jason Speer thought that Council had already authorized these matching funds. Councilor Rachel Huckaby asked if there were matching funds of \$98,000.00 available. The Treasurer confirmed that the normal match amount is 4%; the airport should have matching funds in their carryover funds as they have done no projects.

Motion by: Rachel Huckaby to approve grant agreement, AIP-3 ITD in the amount of \$97,401.78 and authorize the mayor to sign.
Seconded by: Denise Tangen

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

Motion passed.

AB 24-14 VC Sheriff and Prosecuting Agreement with Brian Oakey revisions (Action Item)

Changes to the VCSO agreement requested by the City of Cascade have been rejected by the VCSO prosecuting attorney. Negotiating a revised agreement is at an impasse. The Sheriff asks that the City move forward with the existing agreement for services at \$245,000.00.

Further discussion by Council highlighted the need for the new Sheriff to have the opportunity to fulfill the agreement that is in place, improve communication and improve enforcement of City code. Mayor Nissula pointed out to Council that some improvement has occurred related to the enforcement of traffic fines where revenue exceeded what the City had budgeted.

Re-negotiation for the next fiscal year remains on the calendar to begin in December, 2023.

Motion by: Ron Brown to approve the VCSO and Prosecuting Attorney Joint Powers Agreement as written.
Seconded by: Jason Speer

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

Motion Passed

AB 24-08 Amended Budget (Action Item)

Public Hearings tabled until a date certain.

Motion by: Rachel Huckaby to continue the public hearings to a certain date of 11.13.2023 until the Treasurer can clarify Council's questions.

Seconded by: Jason Speer to continue 11/13/2023.

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

Motion Passed

AB 24-09 Schedule of Fees – Resolution #23-26 (Action Item)

Council had a brief discussion on grey water and RV dump fees and will continue the discussion at the public hearing on 11/13/2023.

See motion on AB 24-08 above.

AB 24-13 LHTACT2 Main Street Sidewalk – Progress report #3 (Action Item)

Council Member Denise Tangen noted that the payment request amount and the "fixed fees" amount did not match and asked the Treasurer to confirm the accuracy of the payment request amount.

Motion by: Jason Speer, approve progress invoice #3 for Consor, not to exceed \$10,916, and authorize the Mayor to sign.

Seconded by: Denise Tangen

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

Motion passed.

CONSENT AGENDA (Action Item)

Payment approval report through October 6, 2023

Payroll register report for September 27, 2023 payroll.

September 2023 Financials

Meeting Minutes for September 25, 2023

Motion by: Rachel Huckaby to approve the consent agenda with the correction to the payment approval report identifying the "auto pay" line item as discussed.

Seconded by: Jason Speer

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

Motion passed.

MAYOR REPORT There was no report.

ADJOURNMENT The Mayor adjourned the meeting at 8:15 pm.