



CASCADE CITY COUNCIL

Monday, February 12, 2024

6:00 PM

Cascade City Hall

MINUTES

CALL TO ORDER AND ROLL CALL Meeting called to order at 6:00 p.m.

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

Staff Present Judith Nissula-Mayor, Janice Van Winkle-Clerk, Keith Latimer-Treasurer, Maria Guest-Library Director

Staff Present via Zoom Dan Goodman-City Attorney and Trevor Howard-City Engineer

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT There was none.

DEPARTMENT REPORTS

Building The Mayor summarized the status of the new City Shop.

Clerk The City Clerk read the report that was submitted to the Council.

Library The Library reports were given to the Council in their packet. The Library Director will not be upgrading the electrical system for the library at this time. \$10,000.00 was requested from the friends of the Cascade Library to support Library expansion play equipment. The library Board will vote on 3/20/24 regarding the used book section (donation only) and resuming Saturday hours.

Treasurer Treasurer, Keith Latimer, is now in his sixth week with the City of Cascade. He informed the Council that there is a new batch report for items that are processed via “transmittal,” i.e., payroll check deductions and/or ACH debit items.

VC Sheriff Sheriff Copperi reviewed the report that was given to Council during the meeting. The report summarized activity including a felony, petit theft, an aggravated assault, traffic stops and the reason for the stop. Sheriff Cooperi invited the Council to continue to comment on the format of his monthly report.

NEW BUSINESS

AB 24-62 Annual Roads and Streets Report (Action Item)

Motion by: Rachel Huckaby to accept the FY 23/24 Annual Road and Streets Report

Seconded by: Denise Tangen

Roll Call: Yes, Denise Tangen Yes, Rachel Huckaby

Yes, Jason Speer

Yes, Ron Brown

Motion passed.

AB 24-63 Engineering Project Updates presented by City Engineer (Discussion)

Council Member Speer commented that he does not like making decisions on items that are not in the packet but presented at the Council meeting.

Trevor Howard explained to Council that the bids were received and opened on Friday, 2/9/24 which is why they were not included in the packet.

Stormwater Grant is for:

(A) Base Bid from West Service Way to Market St., to Payette

(B) Payette across the railroad tracks

There will be a request for additional FEMA funding. The city will need an additional \$144,000.00 in funds. The original FEMA grant was for \$400,000.00.

Main St. Sidewalk project is a TAP fund project:

\$500,000.00 is funded by TAP plus City matching funds of 7% plus what is spent beyond the TAP funding for a total amount of \$162,000.00.

After Council review, it was decided not to award the project and revise the scope of work to bring costs down.

LHTAC North and south sidewalk projects each received \$500,000.00 from LHTACT with \$36,000.00 match from the City.

Pavement preservation is 100% City funded:

It is recommended that once a road is sealed, chip sealing should be completed and it is recommend that ship seal occur on any new paving and part of the Old State. Old state to Lakeshore should be chip sealed first.

AB 24-64 Bid Award – FEMA Stormwater Grant (Action Item)

Motion by: Jason Speer to award the base bid to Granite Excavation at \$319,739.69 for the FEMA Stormwater Grant and increase the City match portion up to \$144,427.00 and direct the City Engineer to coordinate with FEMA for additional funding and increased city match.

Seconded by: Ron Brown

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

Motion passed.

AB 24-65 Bid Award – Pavement Preservation (Action Item)

No motion necessary. Table to future meeting.

AB 24-66 Bid Award – Main St. Sidewalks – Construction Phase (Action Item)

No motion necessary. Table to future meeting.

AB 24-67 Review of Law Enforcement Contract (Discussion)

Council member, Denise Tangen, asked Sheriff Copperi what type of changes Sheriff's department is incorporating into their proposed FY 24/25 contract and there was brief discussion.

There was additional Council discussion related to the (50) hours per month of administration time and the related billing amount needs to be discussed – what we are paying for in our hourly rate needs to be clarified.

Continuing to pay annually for vehicles and equipment needs to be looked at. For law enforcement personnel dedicated solely to the City of Cascade; it would be reasonable to pay for a vehicle. But if a vehicle is being used throughout the County 85% of the time; the City should not be paying 100% for the vehicle.

“Fluff” in the contract needs to be removed. As an example, 911 fees should be looked at; these are covered in property taxes. Also, the VIN inspection is also something the City should not be paying for. Why are these services charged in the contract?

A “per hour” rate could be established, and we delineate what is important to the City.

City Attorney, Dan Goodman, reiterated to Council what he sees as potential changes based on their requests. They are:

Fifty (50) administrative hours requires justification. How are these hours accounted for and what do they include?

Why is City charged for certain items?

Annual billing for pre-existing equipment and a date of when billing would “drop off” the contract fees should be addressed.

The council would like a simple monthly, rate with a number of hours specified in the contract. Why is the City paying for equipment that is not being used exclusively for the City of Cascade?

No penalty clause for early termination of contract. Whether the City can enter into a five-year agreement will be researched by the City Attorney. Can the City really be held to pay a penalty for early termination?

The importance of the City Code and traffic controls and the need for them to be enforced needs to be reiterated in the contract agreement.

The agreement should have services, as expected by City Council, delineated within the agreement. This list could be adjusted as needed.

The City Attorney asked Council what their thoughts were on a dedicated patrol car that would represent a presence in town and be reflected as a stipulated amount within the contract.

Would the Council consider a “monthly retainer” of hours dedicated to the city? This could be reviewed on a six-month basis and adjusted up or down as needed.

End.

AB 24-68 Better Building Better Plants Conference in Washington DC (Action Item)

Part of the Geothermal Planning Grant that was awarded to the City of Cascade was a requirement for attendance at a conference in Washington D.C. The Mayor will be in attendance and a portion of travel expenses will be covered. Any extra, above the grant stipend for attending and traveling to this conference, would need to be paid by the City of Cascade.

No motion was required.

CONSENT AGENDA

(Action Item)

Payment approval / batch reports through February 8, 2024

Payroll register report for December 3, 2023 through January 27, 2024 payroll.

November 2023 Financials

December 2023 Financials

January 2024 Financials

Approval of January 17, 2024 Special City Council Meeting Minutes

Approval of January 22, 2024 City Council Meeting Minutes

Question: Council member Huckaby asked what was the \$700.00 charge for payroll?

Answer: Caselle ran a payroll for the city and created a new checklist.

Question: Council member Huckaby asked why Propane was a line item under ADMIN?

Answer: There is a propane tank located that services City Hall.

Payroll register reports will be presented at the next Council meeting and the November, December and January financials will be removed until a later date.

Motion by: Rachel Huckaby to approve the consent agenda without the payroll register reports and the November through December financials.

Seconded by: Jason Speer

Roll Call: Yes, Denise Tangen Yes, Rachel Huckaby

Yes, Jason Speer Yes, Ron Brown

Motion passed.

MAYORS REPORT

AIC Conference in June 19-21

Office remodel

EXECUTIVE SESSION Pursuant to Idaho Code §74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal council at an executive session does not satisfy this requirement;

Motion by: Jason Speer to enter Executive Session at 8:41 pm

Seconded by: Rachel Huckaby

Roll Call: Yes, Rachel Huckaby Yes, Jason Speer

Yes, Ron Brown Yes, Denise Tangen

Motion passed.

The council came out of Executive Session at 9:04 pm.

ADJOURNMENT The Mayor adjourned the meeting at 9:04 pm.