



# CASCADE CITY COUNCIL

Monday, March 11, 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 and Jason Speer  
Via Zoom – Denise Tangen, Rachel Huckaby  
A **quorum** was present.

**Staff Present** Judith Nissula-Mayor, Janice Van Winkle-Clerk, Keith Latimer-Treasurer,  
Maria Guest-Library Director, Mike Arnold of Cascade Municipal Airport,  
Trevor Howard-City Engineer

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

**Presenters present via Zoom** Megan Smith of IIIA and Lt. Jeremy Mitchell of Valley County Sheriff's

Council member Huckaby left the meeting at 7:18 pm.

## PLEDGE OF ALLEGIANCE

**PUBLIC COMMENT** There was none.

## DEPARTMENT REPORTS

**Airport** ITD did some snowblower operator training at the airport, plowing has been kept up, the Airport Advisory Committee will address Council in the near future.

**Building** (10) permits issued YTD (refer to spreadsheet in Council Packet). Code enforcement has been active with removal of cars in non-compliance with parking during snow season. City Shop doors have been installed and are awaiting weather stripping.

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

**Library** Presented her report as provided in the Council Packet. The friends of the library group will provide the Cascade Public Library with a gift of \$25,000.00. Future funds requests must be made in writing by the Library.

**Public Wrks** Copy of report in the Council Packet.

**Treasurer** Is becoming more familiar with Caselle. The Nov. and Dec. 2023 financials have been completed. Jan. and Feb. are pending. General Journal Entries are being logged, Grant Reporting is being improved upon and time related to managing various grants will be logged to help with matching funds spent. Recurring invoices will be created to speed up the

payment process. Related to IT, there will be a future proposal for data storage and enhanced security. Cameras will be purchased and installed at the well houses in the near future. A fuel log will be created and used in the near future. Close out the LID in the LGIP system.

**VC Sheriff** Lt. Jeremy Mitchell presented his written report.

## **NEW BUSINESS**

- AB 24-78 III Annual Report (Presentation)**  
Report presented by Megan Smith who did a screen share of her report. IIIA shows growth in agency participation. There is 98% agency participation in IIIA hosted Wellness screenings. *This data was included in the Council member packet for this meeting.*
- AB 24-79 Proclamation AmeriCorps Week ( Action Item)**  
Presented by James Elmore of the who will be teaching digital skills focusing on the Senior Community until the end of August. He will be working with the Library and The University of Idaho extension office.  
Motion by: Jason Speer to approve the adoption of the proclamation.  
Seconded by: Ron Brown
- Roll Call: Yes, Denise Tangen Yes, Rachel Huckaby  
Yes, Jason Speer Yes, Ron Brown
- Motion passed.
- AB 24-80 Proclamation – Week of the Child ( Action Item)**  
Motion by: Jason Speer approve the adoption of the Proclamation for the week of the child.  
Seconded by: Ron Brown
- Roll Call: Yes, Rachel Huckaby Yes, Jason Speer  
Yes, Ron Brown Yes, Denise Tangen
- Motion passed.
- AB 24-81 Valley County Endorsement – All Hazard Mitigation Update ( Action Item)**  
Table until a future meeting.
- AB 24-82 BRIC Storm Water Master Plan ( Action Item)**  
Presented by City Engineer, Trevor Howard. The Grant is for the “plan” modeling so it is all engineering plus the plan. The planning will be for a city-wide storm water master plan. There will be additional engineering to implement the plan. The implementation engineering will be on a future grant.
- Council member Tangen asked where the \$75,000.00 would come from. The Mayor responded that it would come from a combination of LOT, Water and Sewer.
- Council member Tangen, would like to see this project tabled to another meeting.
- AB 24-83 Sewer Inflow & Infiltration (Sewer I&I) (Presentation)**  
This is part of the DEQ planning grant. This study is a budget item (see page 19 of the financials). There is a budget of \$20,000.00 for the I&I study. The City Engineer is seeking direction from the City Council related to spending more than \$7500.00 for cameraing lines

and wants to know if the city is open to spending extra dollars, above and beyond the grant, for extra cameraing, if needed, knowing that these funds would be at the expense of the city.

**AB 24-84 Geothermal Grant Status (Presentation)**

Two geothermal grants have been awarded. One is for \$100,000.00 and the other is for \$200,000.00.

The \$100,000.00 to access the schools wells, draft a well district agreement and expand the systems.

The \$200,000.00 grant is for planning and the Mayor will be attending a seminar in Washington D.C. in the near future.

Neither of the grants require a city match.

**AB 24-85 LHTACT2 Payment App – Trail Strand paving/Pedestrian Walkway (Action Item)**

Motion by: Rachel Huckaby to approve pay order application 2 based on the progress report 2.

Seconded by: Jason Speer

Council member Speer asked about the outstanding invoice that is reflected on this progress bill.

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

Motion passed.

**AB 24-86 Final choice on Main St. trees that Mayor did further research on. (Action Item)**

Council was asked to choose the trees that will be purchased for replacement.

Motion by: Jason Speer to purchase mountain ash and scarlet maple and plant in alternating fashion as replacement trees.

Seconded by: Denise Tangen

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

Motion passed

**AB 24-87 Review of Resolutions that may require changes in City Code. (Action Item)**

This will be tabled to a future meeting.

**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 February 26, 2024 City Council Meeting Minutes

Question: Council Member Huckaby had a question related to the December 2023 code enforcement salary and building inspector salary look flip flopped.

Answer: The Treasurer will research and provide the answer.

Question: Council Member Huckaby had a question related to LOT expenditures and wonders where the \$15,000.00 came from.

Answer: The Treasurer will research and provide the answer.

Motion by: Jason Speer to approve the Consent Agenda minus the January 2024 financials.

Seconded by: Ron Brown

Roll Call: Yes, Ron Brown                      Yes, Denise Tangen                      Yes, Jason Speer  
*Council Member Rachel Huckaby left the meeting at 7:18 pm prior to this vote.*

Motion passed

## **MAYORS REPORT**

Loader Update

The loader was rear ended by a passenger vehicle and a claim is pending. Because the loader is new; it will be repaired. The Mayor had the City Staff member who was driving the loader take a drug test which he passed.

23/24 – Amended Budget – re-notice public hearing.

**ADJOURNMENT** The Mayor adjourned the meeting at 7:22 p.m.