



CASCADE CITY COUNCIL

Monday, July 8, 2024

6:00 PM

Cascade City Hall

MINUTES

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

Present Council Members Jason Speer, Denise Tangen, Rachel Huckaby
Ron Brown arrived, 6:30pm - A **quorum** was present.

Present via Zoom Trevor Howard-City Engineer

Staff Present Judith Nissula-Mayor, Brandee Nitzel-City Deputy Clerk, Jason Metz-PW,
Keith Latimer-Treasurer, Maria Guest-Library, Mike Arnold-Airport, Darryl
Shepard-Building, Jacob Jones-City Attorney

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Department Reports:

Airport: Not much going on, Granite Excavation coming tomorrow to start on the rolling of pad. Spray for weeds happened. Airport Leases, where are we at with those? Mayor needs to follow-up with some items.

Building Depart: 19 building permits for June, 57 for the year so far. Record keeping of depart almost completely digitized. Goal -Start getting inspections done with surface pro.

Code Enforcement: 4 jobs last Thursday without permits, never seen that before in one day. Did get permits for all. Letter sent out on Lukes Corner; they responded the next week. Next is 303 S Main.

Buildings & Grounds: Got Fischer Pond vault ordered. Need to go through elevation cert. and need to make it ADA accessible. We also have problems with ADA parking around town, but we are working on that.

Library: Updated all forms, been working on that for the last two years. Friends are giving \$25,000 for the awning. Working on getting a grant for Art, with Leslie. Secured 20 used books shelves from the City of McCall for the addition. Purchasing all furniture through grants. Concrete has been poured on addition. New building should be up by the end of July. Purchased 3 new computers. Why do we need a computer in kitchen? (Huckaby). To be able to utilize the area as a workspace if needed (library director).

Sheriff: Kevin Copperi presented - Traffic stops have gone up. Gave breakdown about everything on report, numbers & stats. Fourth of July was crazy. No lives lost, so all good. Continuing to implement zero tolerance on a MIP (minor in possession). Trying to keep report clear for Council to understand, let Sheriff know if they want to see things differently.

Public Works: Led & Copper report for DEQ just about finished up. Went over everything on report. We may be requiring new changes for the fourth of July. May work on different driving detour for next year, traffic was way more than years past.

Treasurer: Payment approvals for the library are top priority, large payments coming out. Budget documents went out to department heads last week. Did a calculation of iii-A amounts. Start adding specific projects to departments. Still working on LOT, Caselle & XBP to get up and running. Training needs to happen. Internet up at the new shop, time saver with SCADA. Office 365 will start with multi factor auth. Working through grant reimbursements. Payroll report has an error, hold off on approving that this time.

NEW BUSINESS

AB 24-134 WISE Land Lease renewal for 08/15/2024 thru 08/14/2025 (Action Item)
The packet shows what we are currently using for the Lease. The \$0.29 per sq foot to align with the airport leases is ok for now. When we do renewal, we can change that. Jason Metz, public works feels that we could utilize this space for the new shop. Store items & snow. May be better for large trucks since they can't turn around back by the shop. Eventually will cut off access to the RV Park, with fencing. Council member Speer doesn't want it to turn into a storage yard, it is HWY frontage. Maybe put a Cascade sign there?, suggestion of one of the public works guys. We did talk last year that the lease amount would go up, it's been in place since 2015. We do need to look into the sub leasing that is happening, is that ok? Keeping the Lease yearly is in the best interest of the City. We need to specify the traffic on the City Shop Rd. It needs used specifically for the City, no commercial traffic for the adjoining property owners' businesses. We need to let Lessee know changes will be happening: \$500.00 and only a year. All our City Lease property should be the same amounts & years verbiage.

Tabled to next city council meeting July 22, 2024

AB 24-135 Water Sales – Policy Review (Action Item)
No policy in packets to review. Our 3 tanks hold a combined 1.3 million gallons, and we are pumping 800 gallons a minute. The council needs a chart of usage to review.

Tabled to next city council meeting July 22, 2024

AB 24-136 Go to My Garage, SUB 22-01 Final Plat Approval (Action Item)
Changed use of the property from Flea Market to Storage units already happened. Typically, we approve a final plat before they start building, however with these they need to be platted to be sold individually. Trevor, city engineer had no additional concerns aside from his packet comments.

Motion by: Rachel Huckaby to Approve Final plat SUB 22-01, get appropriate signatures, assign addressing & get plat recorded.

Seconded by: Ron Brown

Roll Call	Yes, Denise Tangen, Yes, Ron Brown	Yes, Rob Huckaby Yes, Jason Speer
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AB 24-137 Wildfire Mitigation Plan requirement for all subdivisions (Discussion Item)

Riverview & Riverwoods, kinda brought this to light. Those parcels of land are extremely overgrown. If we are to approve subdivision development without some kind of mitigation plan, it could be disastrous. Just wanting to be proactive, and get with IBC to not overstep our city bounds. We'll look into Valley County guidelines. Most requirements would be in line with what a homeowners insurance policy would require. Could we do something like this City wide (Speer)? Is this a policy for infrastructure in building codes or in subdivision design (Huckaby)? We just want to lessen the 'fuel' in a subdivision. Citywide we do need 'fuel' reduction (Speer). We aren't in favor of telling people what they need to use to build their houses, but yes fire mitigation is always welcome. We could provide fire-wise material with building permits or even before that process. We'll keep working on this.

AB 24-138 Stinker Station BP-24-04, ENC 24-01 Exit Only Approval (Action Item)

We want to discourage the left turn in from Riverview Parkway. The images in the packet are strongly suggested. Darryl, City building inspector agrees with Trevor, city engineers' suggestions. Maybe add signing about the entrance. It is nice that Stinker Station is wanting to keep the flow of traffic in the parking lot good. To be clear, none of this is at the Cities expense (Speer)? – correct. Council member Huckaby feels additional signs posted on the sidewalk are needed. Stinker is asking that they work directly with Trevor & Darryl for everything needed on this to move forward with the right out only construction. Council says yes.

Motion by: Denise Tangen to approve the ENC 24-01 exit only.

Seconded by: Jason Speer

Roll Call	Yes, Jason Speer Yes, Rachel Huckaby	Yes, Ron Brown Yes, Denise Tangen
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AB 24-139 Library Policy Manual (Action Item)

Is this something that the City approves (Huckaby)? Yes, if it has anything to do with impacts to the City then yes. Maria, Library Director went through City Lawyers, went through Library Board and has house bill 7-10 needing approved. Council feels there should be a personal policy specific and then a Library policy specific. House bill 7-10 needs approved by July 1, 2024. We are late now, so should we just approve that and review the rest at a later date? If the Library board is going to vote on it tomorrow, then we can follow-up the boards approval.

Tabled to next city council meeting July 22, 2024

AB 24-140 2024 FY Zwycgart John Engagement Letter (Action Item)

There has been a request to shop around. The letter says we don't have to sign the agreement in a certain amount of time. Council member Huckaby would like to put out letters to any others interested.

Tabled to city council meeting Aug 12, 2024

AB 24-141 Wright Consulting Engagement Letter Archeology (Action Item)
We need this letter for our USDA grant funding. They need to walk around our proposed site and inspect.

Motion by: Rachel Huckaby to approve the proposal for statement of work for the proposed well site.
Seconded by: Ron Brown

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

CONSENT AGENDA

Any work done on water main line outside City limits we/Council do want to give approval (Speer).
Please clarify wording (Mayor).

Fix 'as' to 'asked', on 6/24/24 minutes, under consent agenda Question. (Huckaby).
Will do (deputy clerk).

Q - Why is Library spending \$700.00 on advertising? (Huckaby)

A - It's 4 to 6 flyers run in the newspaper. (library director)

Q - Are you asking how people hear about the library summer program? (Speer)

A - No, but I can start.

Q - Everything for library is being paid for by grants? (Huckaby)

A - yes (library director)

Motion by: Rachel Hucky to approve Consent Agenda , but not payroll.
Seconded by: Denise Tangen

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

MAYORS REPORT

-We have had more than one grant that we have not requested reimbursement for.

-Over service to intoxicated person may be happening. Should there be sales happening with AB catering permit? Semi subjective, we need to strongly suggest Sheriff monitor those catering permits. Mayor will pass that along.

-Spoke with ITD about doing a traffic study for AmeriTitle Building that is becoming the Valley County Buildings.

-Scoresby says the City is now able to apply for CDBG grant, we couldn't apply before because our income was too high.

-We do have a lot of funding out there for a lot of different things.

-We do have a lack of staff issue. We have an intern working through the military, working for 4 months, we will have her work here all day on Fridays. Seriously needing to look at a 5th public works guy. And another office employee.

-Jake met with Sheriff, some things they are willing to do, some things no. They are ok with removing the \$100,000 penalty, but are very firm on a lot of the things.

-We need to have a special meeting regarding the Sheriff Agreement next week, Monday July 15, 2024, Jake send info directly to Council. This will be a short discussion, and then we need to talk budget & III-a.

ADJOURNMENT The Mayor adjourned the meeting at 7:47 pm.