



CASCADE CITY COUNCIL
First Regular Meeting and Public Hearing
Tuesday, November 12, 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 Denise Tangen, Rachel Huckaby, Ron Brown, Jason Speer
A **quorum** was present.

Present vis Zoom Judith Nissula-Mayor

Staff Present Janice Van Winkle-City Clerk, Keith Latimer-Treasurer
Jason Metz-Public Works, Jake Johnson – City Attorney,
and Darryl Shepard-Building Department

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT There was none.

PUBLIC HEARING

ICDBG Community Block Grant Application

The Mayor opened the public hearing at 6:03 pm and explained the purpose of the hearing which is to allow public to provide input related to the ICDBG Grant application.

They Mayor continued to read the outline that was provided by Emma Morton of Altura as a Staff Report which included:

What is Idaho Community Development Block Grant?

Idaho Community Block Grant (ICDBG) is a grant program through the Idaho Department of Commerce. The funding passes through Idaho Department of Commerce from HUD. This funding can be utilized by eligible communities for eligible projects, including public facilities.

What is Cascade applying for?

The City of Cascade is submitting a ICDBG Public Facilities grant, submission 11/22/24, for the design and grant administration costs associated with their larger water system improvement project that includes line replacements and improvements, the building of a new tank, identifying and constructing a new well. The project will create necessary redundancies in the system, address fire flow, and address aging infrastructure.

What is the grant amount?

The City is applying for a \$500,000.00 grant.

What is the project Timeline?

Application is due November 22, 2024

Award Announcements are typically Spring the following year (2025)

Potential Construction start (project will be phased) Summer 2025

The Mayor asked for attendees testimony:

For	None.
Neutral	None.
Opposed	None.

There was no testimony.

The Council had no concerns to put into record.

The Mayor closed the public hearing at 6:06 pm

DEPARTMENT REPORTS

Treasurer

Keith Latimer uploaded the September financials to TEAMS late this afternoon for Council to peruse and formulate questions for approval at the next meeting. He reported that a balance sheet will be created for future review and approval by Council.

Keith also summarized changed to the payment approval reports that were included in the Council Packets.

LGIP accounts are being used more like an investment/checking account where the city is moving monies earned that are sitting in checking into the appropriate LGIP that is currently earning 5.4% interest; YTD \$160,000.00. There are good systems in place for tracking these LGIP/Checking fund transfers which require signature from the Treasurer and the Mayor along with a detailed description of the purpose of the transfer and supporting documents.

The airport fuel flowage fees are being ACH deposited to the City’s checking account.

Building Department

Darry Shepard summarized the Building Inspector / Code Enforcement activity as reflected in the report presented to Council.

Library The library report was included into the Council packet and was not read aloud.

Public Works

Jason Metz reported on the Public Works report that was included in the Council Packet. A copy of the letter that was mailed to the City Water users was included for Council’s information.

NEW BUSINESS

AB 25-16 ICDBG Community Block Grant Application (Action Item)

Emma Morton of Altura summarized the grant application which is a \$500,000.00 application for design and administration of this grant and explained to Council that the other ICDBG agenda bill items on this agenda are specific to grant application compliance

This was not an action item so no motion is necessary.

AB 25-17 ICDBG Application – Resolution No. 25-03 Fair Housing (Action Item)

Motion by: Jason Speer to adopt Resolution No. 25-03, Fair Housing and authorize the Mayor to sign.

Seconded: Rachel Huckaby

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

Motion passed.

AB 25-18 ICDBG Community Block Grant – Citizens Participation Plan (Action Item)

The city will conduct the required additional open meeting laws.

Motion by: Rachel Huckaby to approve the Citizens Participation plan for the ICDBG Grant.

Seconded: Denise Tangen

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

Motion passed.

AB 25-19 ICDBG Administrative Services Proposal (Action Item)

Motion by: Jason Speer to approve the Administrative Services Proposal as presented.

Seconded: Ron Brown

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

Motion passed.

AB 25-20 River District subdivision, Phase 1, Replat (Action Item)

Building Inspector, Darryl Shepard, present to Council the change in the replat. Two multi-family lots were changed into Commercial lots. The two multi-family lots being removed from Plat 1 will be introduced into another phase of the development. Council Member, Rachel Huckaby, reiterated that Phase 1 (one) will include all Townhomes that are to be built and asked why phases 3 and 4 were out of succession. Building Inspector, Darryl Shepard, stated that the Phases do not have to be built in succession.

Motion by: Rachel Huckaby to approve the Phase 1 amendment into the final re-plat.

Seconded: Jason Speer

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

Motion passed.

CONSENT AGENDA

(Action Item)

Payment approval report through November 6, 2024
Payroll register report for pay period ending November 2, 2024
September 2024 financials
Approval of October 28, 2024 City Council Meeting minutes

Payment Approval Report

- Q Council Member Rachel Huckaby inquired about the \$2500.00 check to the WCMEDC.
A The Treasurer stated that it was a payment of GEO Thermal summit sponsorship. The Treasurer will move from the ADMIN cost center to the GEO Thermal cost center.
- Q Council Member Rachel Huckaby inquired about a library payment to “contracted personnel for a trial period”. She had concerns over insurance and if there should be contracted personnel.
A The Treasurer reports that this employee was contracted by the Library Director. If the Library is hiring contracted personnel; there should be proof of liability and workman’s compensation insurance.

Motion by: Rachel Huckaby to approve the consent agenda minus the September 2024 financials.
Seconded: Denise Tangen

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

Motion passed.

AMENDED AGENDA –*City Attorney recommended to Mayor to leave as is as no decisions were made.*

Jason Speer made a motion to amend the agenda to include an Executive Session for personnel pursuant to Idaho Code 74, 206-B.

Motion by: Jason Speer
Seconded by: Rachel Huckaby

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

EXECUTIVE SESSION

Motion by: Rachel Huckaby per Idaho Code 74. 206-B to go into Executive Session
Seconded by: Jason Speer

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

City Council entered into executive session at 6:54 pm.

City Council came out of Executive Session at 7:16 pm. No motions were made.

MAYORS REPORT

ADJOURNMENT The Mayor adjourned the meeting at 7:17 pm.