



**CASCADE CITY COUNCIL**  
**First Regular Meeting**  
**Monday, November 10, 2025**  
**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, Ron Brown, Rachel Huckaby  
A **quorum** was present.

Staff Present Janice Van Winkle-City Clerk, Brandee Nitzel-Deputy Clerk,  
Airport Manager-Mike Arnold, Jake Jones-City Attorney, Building Official-  
Darryl Shepard.

Agenda Requestors present Tobie Olson

**PLEDGE OF ALLEGIANCE**

The Mayor gave the safety talk in the event of an emergency.

**PUBLIC COMMENT**

There was none.

**AB 26-11 Appointment of Tabitha Hill Snapp-Rankin**

**(Action Item)**

The Mayor presented her recommended appointment of Tabitha Hill Snapp-Rankin for the position of City Treasurer for Council consideration.

Motion: Rachel Huckaby to approve the appointment of Tabitha Hill Snapp-Ranking to the position of City Treasurer.

Seconded by: Denise Tangen

Roll Call Yes, Rachel Huckaby

Yes, Denise Tangen

Yes, Ron Brown

Motion passed.

**DEPARTMENT REPORTS**

**Airport**

Hailey, the Arudurra Engineer's "engineer on staff", is leaving.

**Building Department**

The Building Department report was presented as written and presented to Council by Darryl Shepard.

**City Engineer**

No written report provided or presented. The Cabarton Road project is almost complete; there is landscaping and seeding left to do in the easements.

**Clerk**

The Clerk report was presented as written and provided to Council.

**Library**

The Library report was presented as written and presented to Council by the new Library Director, Lisa Nelson.

### **Public Works**

The Public Works report was presented as written and presented to the Council by the Mayor.

### **Treasurer**

The Treasurer's report was presented as written and presented to the Council by Treasurer Tab Hill Snapp-Rankin.

### **NEW BUSINESS**

#### **AB 26-12      Tom Reinhardt – Stibnite Advisory Committee and Foundation Updates      (Presentation)**

No motion necessary. Presentation only.

#### **AB 26-13      Lakeshore Disposal – CPI change      (Action Item)**

Council member, Rachel Huckaby had questions regarding a copy of the state license and certificate of insurance. Section B language has obscure language. Service map, published notification, and list of holidays.

Tabled until the next meeting so the attorney can review.

#### **AB 26-03      Tobie Olson – Proposed airport hangars – AB-26-03 revisited      (Action Item)**

At the October 27, 2025 City Council meeting, Mr. Olson was not in attendance to answer questions and Council voted NO on his request.

The Mayor provided an explanation to Mr. Olson of how Council reached its decision.

There was discussion related to anticipated income generated by the Airport annually by the collection of land leases for hangars, fuel flowage fees, tie down and parking fees, forest service land use fees, and the annual tax levy for an estimated total of \$53,400.00.

The Mayor commented that the Fiscal Year 2026/2027 airport budget might allow for a relocation of the sewer if it is allocated in the airport budget. Currently, there are no monies past the FAA match for the airport runway rehab to consider this as a budget item at this time. The interested party asked if he paid his SAF fees could those fees be dedicated to his proposed hangar project.

The Mayor went into detail how enterprise funds could and could not be spent vs policy decisions on the use of property taxes to pay for or offset the recommended "waived" SAF fees that the pending permittee has proposed with the desire to construct a building with six airplane hangars.

City Engineer, Trevor Howard, does not recommend the use of SAF funds to expand the airport as they are intended to expand the existing sewer infrastructure.

Based on the land lease revenue, Council Member, Rachel Huckaby, does not feel that a building housing six additional hangars qualify as an economic boost to the City of Cascade.

Per Mayor Nissula, this is now a policy decision. No directions will be given at this meeting.

No motion necessary. Discussion only.

#### **AB 26-04      401 N Main Street– Nuisance property      (Action Item)**

The Mayor summarized the report presented to Council by the Building Official.

The Mayor read the letter received from the owners of the property to the City Council for the record.

Council member Rachel Huckaby asked if water and sewer was connected.

The building official presented the current violations to City Council including that no State plumbing permit had been applied for and State plumbing inspection has occurred.

Council Member, Rachel Huckaby, asked that staff be directed as noted below.

- \* The property owners must make a personal appearance at a meeting or via Zoom to address.
- \* The property owner must acknowledge what work previously requested by the City has been completed.
- \* The illegal placement of the tiny home.
- \* The unauthorized connection to City water and sewer.
- \* The lack of an active building permit.
- \* Living on the property without a legal utility connection.

If the owner does not respond, the City will take steps to resolve and the City attorney will pursue an “action for injunction” in court at the cost to the property owners.

No motion necessary discussion only.

**AB 26-14 JUB Professional Services Agreement for On-Call Planner (Action Item)**  
The City Attorney will review for potential revisions.

Tabled until the next meeting of the City Council.

**AB 26-15 Review of Compensatory Time and Call Outs and On Call Public Works (Action Item)**  
It is recommended to rewrite the policy (not necessarily the manual).

Council Member, Denise Tangen, directed staff to draft the appropriate policies, including the snowplow policy, so that they can be reviewed and voted on by Council.

No motion necessary. No decisions were made.

**AB 26-16 Building Permit fee increase discussion (Action Item)**  
The City reached out to other municipalities on how they calculate/set fees. Recommended fees are being fine-tuned.

Tabled until the next meeting of the City Council.

**AB 26-17 Grade Increase for Building Inspector to Building Official (Action Item)**  
Tabled until the next meeting of the City Council.

**AB 26-07 Continuing airport engineer service with Ardurra Engineers (Action Item)**  
Tabled until a future meeting of the City Council.

**AB 26-18 Review and approval of Liquor License renewals (Action Item)**  
The license presented by Palooza needs to be resubmitted and the Valley County license needs to reflect the charges as typed and not handwritten.

Motion by: Rachel Huckaby to approve, the Alcohol Beverage Licenses for Harpo’s Howdy’s and REO’s.  
Seconded: Ron Brown

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen Yes, Ron Brown  
Motion Passed.

**AB 26-19 Granite Excavation Pay Application #1 for CAS 240406,  
Cabarton Road Sanitary Improvement**

**(Action Item)**

Substantial completion has been extended to 10-31-25. Topsoil and seeding may have to wait until spring per the City Engineer. The cost of the seeding and topsoiling **is not included** in the pay application or outstanding amount with a retainage of \$25,000.00. It will be at an additional cost.

Motion by: Denise Tangen to accept pay application #1 for Granite Excavation, project CAS 240406.  
Seconded: Rachel Huckaby

Roll Call Yes, Denise Tangen Yes, Ron Brown Yes, Rachel Huckaby  
Motion passed.

**AB 26-20 Caselle Accounts Receivable Module (Action Item)**

The \$3,000.00 annual cost would be re-couped and \$24,500.00 in savings would be realized over the course of (5) five years. The initial cost would come out of office “computer software support / hardware” budget line item. There is enough money in the 25/26 FY budget to accommodate this cost.

Motion by: Denise Tangen to approve the set-up and ongoing, monthly support for the Caselle Accounts Receivable module.  
Seconded: Rachel Huckaby

Roll Call Yes, Ron Brown Yes, Rachel Huckaby Yes, Denise Tangen  
Motion passed.

**MAYOR’S REPORT**

**CONSENT AGENDA**

**(Action Item)**

Payment approval/Batch reports through Wednesday, November 5, 2025  
Payroll register report for PP 10/19/25 through 11/01/25  
Financials for August  
Meeting minutes for October 27, 2025

Motion by: Denise Tangen to approve the consent agenda.  
Seconded: Rachel Huckaby

**Council Q & A**

Council Member, Rachel Huckaby:

has concerns about areas of the August financials reflected overages in the budget. The year-end financials have not been reviewed yet; does the budget need to be opened again and revised?

has questions regarding local option tax below so “low” than what was budgeted for.

*LOT is low because it only reflects monies through July 2025. The lions share of LOT is collected in August and September. In addition, there were not as many fire personnel in town during the summer of 2025.*

Why is Geothermal revenue so low?

*Reimbursements requested on the \$200,00.00 grant have been requested and are pending.*

*Reimbursement requests on the \$100,00.00 sub-award cannot be submitted until the close of the project.*

Roll Call Yes, Rachel Huckaby Yes, Denise Tangen Yes, Ron Brown  
Motion Passed.

**ADJOURNMENT** The Mayor adjourned the meeting at 8:10 pm.