

EXECUTIVE SESSION

Mayor Roberge opened the Executive Session meeting at 5:05 PM.

Roll Call: Councilmember Jordan, Councilmember Lundy, Councilmember Myers, Councilmember Smith, Mayor Roberge.

Councilmember Myers made a motion to go into Executive Session pursuant to Idaho Code 74-206(l) (f), the council may vote to go into executive session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation. Councilmember Jordan seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Smith – yes, Councilmember Myers – yes.

Councilmember Myers made a motion to come out of Executive Session at 5:36 PM. Councilmember Jordan seconded the motion. Motion carried.

Mayor Roberge stated that in executive session the council discussed pending litigation on the property at 7069 N. 16th Street and no decisions were made. Attorney Will Herrington was on the phone.

APPROVAL FOR MAYOR TO SEEK ADDITIONAL LEGAL REPRESENTATION

Councilmember Myers made a motion to authorize the Mayor to seek additional legal for the case. Councilmember Jordan seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Smith – yes, Councilmember Myers – yes.

Councilmember Lundy made a motion to adjourn the Executive Session. Councilmember Smith seconded the motion. Motion carried.

Steve Roberge, Mayor

Valerie S. Anderson

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF DALTON GARDENS NOVEMBER 1, 2018
CITY HALL 6:00 PM**

Meeting was called to order by Mayor Roberge.

Councilmember Smith led the pledge.

ROLL CALL:

Present were: Councilmembers Jordan, Lundy, Myers and Smith. Also present were Rand Wichman, City Planner and Valerie Anderson, City Clerk.

CONSENT CALENDAR: ACTION ITEM

Minutes of the Regular Meeting September 6, 2018 and October 4, 2018 and the Financial Statement from October 1, 2018 to October 31, 2018 and the claims so listed.

Councilmember Lundy made a motion to approve the consent calendar as listed on the agenda with one strike out on the September 6th, 2018 minutes on page 2, sentence #6. Councilmember Myers seconded the motion. Motion carried. Councilmember Jordan abstained. Mayor Roberge asked about the revenue on traffic citations. Clerk Anderson stated that we have not had any revenue and is working with the county.

PUBLIC COMMENT PERIOD

Steve Isaacson – Kootenai County Fire & Rescue announced the Annual Candy Cane Run which will be held in Dalton Gardens on December 5th, 2018 @ 6:00 PM with teams on routes in the city. They will be taking cash donations, gifts and food for the food banks in the area. It was determined that the run has been going on in Dalton for twenty nine years plus.

Gary Sonnen – 7447 N. Valley – He stated that the traffic circles are a great tool and thought that spreading them out on Wilbur would be a better solution and do more good. He thanked the council for all of their hard work.

Public comment period was closed.

APPROVAL OF THE STRATEGIC INITIATIVES FUNDING FOR TRAFFIC CIRCLES – Matt Gillis – Welch Comer Engineering – 350 Kathleen, CDA – Matt gave a brief background on the Strategic Initiatives Funding which is a great program through the State with no match requirements. It is a grant program and the money would be awarded up front for the project. The City of Dalton Gardens is in District #1 and each district is guaranteed one project and this year there is 23 million dollars available for the funding of projects. The projects which were awarded money last year are not eligible for funding this year which was a total of 18 grants. The scope of the application was to construct 3 traffic circles on Wilbur Ave. with one at Rude, Valley and Colfax Streets. The design for the proposed project is 95% completed at this time and the circles are about a twenty foot diameter with yield signs on all corners. Matt suggested that for the application we should get the support of KMPO and also consider a possible match in some funds for the application. The council discussed different issues and solutions to the application and agreed to get a letter of support from KMPO and the Sheriff's Office and to be able to get the project to 100% complete and ready for construction. The council also discussed the match of approximately \$10,000 and the engineering cost estimate of up to \$3500 to apply for the grant funds.

Councilmember Lundy made a motion to direct the engineers to meet with KMPO to get a letter of support for this project and present the application for the funds and with that we will approve up to

\$3500 dollars to complete what is necessary to complete the project to shovel ready and have letters of support of traffic count and the city will match \$10,000 for completion of this project. Councilmember Myers seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Smith – yes, Councilmember Myers – yes.

APPROVAL OF THE 4TH STREET PROJECT SCOPE OF WORK

Matt Gillis – Welch Comer Engineering – 350 Kathleen, CDA – Matt gave a brief background of the scope of work agreement for the 4th Street Project which is a federal, state and local funded project. In the concept phase we will develop different concepts for the public to consider which will be the intersections at Dalton & 4th Street and the one at Prairie and 4th Street and the lane configuration. We will have two public meetings in the concept phase with the first meeting to listen to the public as to options to consider on the overall design. Displays will be presented on the advantages and disadvantages of signals verses roundabouts. That information will be put together for display to the public at a later public meeting. All public responses will be summarized in a concept report. This overall concept and design phase could take up to two years. At the end of the design phase we will have a public hearing and then put the final design for the road together.

Councilmember Myers made a motion to approve the 4th Street Project scope of work. Councilmember Lundy seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Smith – yes, Councilmember Myers – yes.

APPROVAL OF THE PROPOSED 2019 CITY COUNCIL & PLANNING & ZONING MEETING SCHEDULE

Councilmember Lundy made a motion to approve the 2019 City Council and Planning & Zoning meeting schedule. Councilmember Jordan seconded the motion. Motion carried.

APPROVAL OF THE LANDSCAPING DEVELOPMENT AGREEMENT FOR WILD GOOSE PLAZA CONDOMINIUM ASSOCIATION, INC.

Councilmember Smith abstained herself from the vote on this agenda item. Rand Wichman – City Planner gave a brief overview of the landscaping agreement and explained that it is similar to the north side of the site for landscaping. The landscaping and parking requirements have been changed since the development in the early 2000's when the property was platted. This landscaping agreement was approved by the Planning and Zoning Commission and the City Attorney required it be approved by the council. This agreement relocates the landscaping on the front and rear of the property which is where we have the buffer for the residential district. The council asked several question on the buffer on the back side of the property.

Councilmember Lundy challenged the Wild Goose Plaza landscape issue and stated that she wanted to be on record as saying the city needs to adhere to buffering between residential and commercial. She questioned why the north part of the complex was not made to adhere to current landscape buffer standards as a part of the variance and concurred that this would a quality project and stated that she was not favor of granting work arounds as a standard course of business for the commercial corridor as it related to the buffer zone between commercial and residential uses.

Councilmember Myers moved to approve the Wild Goose Plaza Condominium landscaping development agreement and make a request for added buffering on the north side. Councilmember Jordan seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – abstained.

APPROVAL OF THE MEMORIAL TREE AND BENCH POLICY FOR CITY PARK AND RIDING ARENA

Councilmember Smith explained the policy which she developed for the City of Dalton Gardens. She explained the policy to the council and stated that the council would have the final approval on all memorials that would be placed in the park or at the riding arena. The council discussed the policy and felt it was a great policy and that the name on the plaque would be approved and the dates would be left off.

Councilmember Myers made a motion to approve the memorial tree and bench policy for the City of Dalton Gardens. Councilmember Jordan seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes.

RESOLUTION TO ADOPT THE MEMORIAL POLICY

Councilmember Lundy made a motion to adopt the Memorial Policy Resolution 2018-05.

Councilmember Smith seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes.

APPROVAL OF PARK MAINTENANCE CONTRACT FOR TWO YEARS

Councilmember Smith made a motion to approve the two year park maintenance contract with Sacco de Campos Landscaping Maintenance in the amount of \$25,027.14 per year. Councilmember Jordan seconded the motion. Roll Call: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes.

COUNCIL REPORTS:

Councilmember Lundy deferred her time to the City Planner. She stated that the website update is being worked on and would welcome any comment or suggestions from the council and public.

Councilmember Jordan reported that the tree trimming has been completed, potholes and crack seal on 4th street is completed and the plow is ready for winter. He asked Councilmember Lundy to please put No Parking on the ROW's from October 1 thru April 1 on the website. He will be meeting with Matt Gillis on the chip seal schedule for 2019 and discussing more fog lines on the narrow streets.

Councilmember Myers stated that the Government Way project is in the final stages and they hope to have the project completed by the end of November. He stated that a walk through on Aqua Circle will be done next week. He also met with staff and discussed the projects.

Councilmember Smith stated that Northland Nursery has donated plants for the park, the sprinklers in the park and arena have been blown out and the park will be cleaned next week. She stated that Robert Wuest and she did a meeting with Cynthia Gibson with the Bike, Walk, Ped Program and leaned some very interesting things on the signs and areas around the school.

Mayor Roberge reported that the newsletter has gone out in the mail.

CITY CLERK:

Valerie S. Anderson reported that it has been an extremely busy month as the entire month end, quarter end and fiscal yearend reports have been completed. A full week of audit fieldwork was completed October 22 – 26, 2018. We are still working on the audit and will have the final approval in January. She has been working on the Annual Road & Street Report which is due by the end of the month. She has been working with the attorney and our bond counsel on the new bond for the extension of the Washington Trust Bank money for the LID phase 2. We will be adopting a new Ordinance for the fund at the December meeting. She stated that she has been working with LHTAC on the funding for the 4th Street reconstruction and scope of work. The city had a fire inspection on November 1, and needs to replace the emergency lights in the building.

CITY ATTORNEY REPORT: No report
CITY ENGINEER REPORT: Report given

PLANNING CONSULTANT REPORT:

Rand Wichman reported that the Comprehensive Plan draft is in the works and we are getting a date to go through the draft which will be November 27th. If that meeting goes well we will have a Planning Commission Public Hearing for January 2019, and then would come of the City Council possibly in February.

CODE ENFORCEMENT REPORT: No report

BUILDING INSPECTOR REPORT: No report

TRAFFIC COMMITTEE REPORT:

Robert Wuest – 7776 Mt. Carrol – He stated that the workshop with the City Council was a great success with about 20 people in attendance and some council members. He stated that the traffic committee would be working on the transportation plan at their next meeting.

ADJOURN

Councilmember Jordan made a motion to adjourn the meeting. Councilmember Smith seconded the motion. Motion carried.

Steve Roberge, Mayor

Valerie S. Anderson