

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

Meeting was called to order by Mayor Roberge.
Councilmember Myers led the pledge.

ROLL CALL:

Present were: Councilmembers Jordan, Lundy, Myers and Smith. Also present were Attorney Ken Jacobsen, and Valerie Anderson, City Clerk.

CONSENT CALENDAR: ACTION ITEM

Minutes of the Regular Meeting November 1, 2018 and the Financial Statement from November 1, 2018 to November 30, 2018 and the claims so listed.

Councilmember Lundy made a motion to approve the consent calendar with the amendments to the monthly minutes. Councilmember Smith seconded the motion. Motion carried. Mayor Roberge commented on the traffic court fines received and the grader payment which was made on this month financial statement. Website additions will be directed to the staff.

PUBLIC COMMENT PERIOD

Vicki Rutherford – 7168 N. Rude Street – She stated that the city council packet was not on the website this month and she would like to see a packet set out at the meeting for the public.

Sandy Sonnen – 7447 N. Valley Street – She thanked the Mayor and Council for all of their hard work and the best interest for the citizens of Dalton Gardens.

Lila Tatum – 7080 N. Valley Street – She stated that the deer in the city are out of control and there has been a cougar sighted in the neighborhood. We need to take control for the safety of the residents.

Robert Wuest – 7776 Mt. Carrol – He commented on the public meeting for 4th Street project and felt that the traffic committee should review all of the plans before it goes to the public.

Warren Merritt – KCFR – He reported on the annual Candy Cane Rune on December 5th in Dalton Gardens. They collected \$637 in cash, 75 toys and 750 pounds of food for the food bank. He reported that the training center was opened in October, and many classes are being held.

Public comment was closed.

APPROVAL OF ORDINANCE #257 – AMENDING AND RESTATING THE CITY’S LOCAL IMPROVEMENT DISTRICT NO 2 WARRANT

Danielle Quade – Bond Counsel explained that we are in the process of extending the LID Warrant to June 1st, 2019 at an interest rate of 3.60%. She stated that Matt Gillis our City Engineer and herself will be working to get the financing completed and issue the bond. The terms of the extension will remain the same except for the interest rate and the June 1st, 2019 ending date. Matt Gillis reported that the project is almost completed and that there are a few things which will need to be finished up in the spring. He gave the council a brief power point which explained the estimated cost of the construction of the sewer project of \$787,636. The current spent on the project is approximately \$714,858. We will have some additional cost in seeding and mulching in the spring. Danielle Quade felt that we would start the closing process

after the first of the year. The next step would be for Matt to issue the engineer's report which in turn create the assessment rolls and notify the property owners of a public hearing and adopt the final Ordinance. We would work with Washington Trust Bank or do a Request for Proposal for the bond. Matt explained that the damage on Aqua Circle is being addressed with a letter to LHTAC and we do not have a response at this time.

Mayor Roberge read the Summary of Ordinance 257 for approval.

Councilmember Lundy moved to suspend reading of Ordinance #257 on three different days and have the title read once. Councilmember Myers seconded the motion. Roll Call: Jordan – yes, Lundy – yes, Myers – yes, Smith – yes. Motion carried.

Councilmember Lundy moved to adopt Ordinance #257 by title only under suspension of the rules and the Ordinance #257 becomes an ordinance of the City of Dalton Gardens. Councilmember Jordan seconded the motion. Roll Call: Jordan – yes, Lundy – yes, Myers – yes, Smith – yes. Motion carried.

Councilmember Myers made a motion to approve the summary of Ordinance #257 and call for its publication in the Coeur d'Alene Press. Councilmember Smith seconded the motion. Roll Call: Jordan – yes, Lundy – yes, Myers – yes, Smith – yes. Motion carried.

SET DATE FOR PUBLIC MEETING FOR 4TH STREET RECONSTRUCTION PROJECT

Matt Gillis – Welch Comer Engineering explained the intent to hear the public concerns on the 4th Street reconstruction project which is in the design phase. On the project the City will have three Public Meetings the first will be to get input from the public. We have a lot of options on the project and the engineers will show some different possible options for example 4-way stops, traffic lights or roundabouts and lane design. This will be an open house from 4-7 on January 24th, 2019. Councilmember Lundy stated that public input on this project is very critical and asked if there is budget for mailers to the public. Matt Gillis stated that there is budget for mailers to the public. Councilmember Lundy also asked if it would be possible to do a video of the presentation to put on the website for the public and submit comments to the city. We could start with an open presentation at 4:00 PM and maybe another one at 5:30 for the public. The only work done so far is an intersection count and a drone survey for the GPS data to be able to look at things beforehand. The money that the City of Dalton Gardens has been given is urban and Dalton Gardens is a rural community in an urban area. There was a meeting with KMPO to discuss the boundaries as to what can and can't be done on the project.

Councilmember Myers made a motion to set the first open house for the 4th Street project for January 24, 2019 from 4-7 PM. Councilmember Jordan seconded the motion. Motion carried.

Matt Gillis reported that the two grant applications for the Wilbur Traffic Circles and the Child Safety Feedback Signs were submitted and we should get response in the spring.

COUNCIL REPORTS:

Councilmember Smith reported that we had 32 citations for the month of October, the 2019 Enhanced Patrol contract is with the Kootenai County Attorney and we will be closing the gate at the arena next week.

Councilmember Myers reported that he has spent a lot of time on the Government Way Project and the LID sewer set up and many are asking to hook up to the system. He reported that he has been working with staff on a number of issues.

Mayor Roberge reported that the next council meeting will be on January 10, 2019.

Councilmember Lundy reported that the Comprehensive Plan committee met on November 27, 2018 to go through the draft of the subarea plan and the Comp. Plan. Our City Planner is beginning the process of putting the recommendations into final draft for a public hearing of the Planning Commission on January 8, 2019 @ 6:00 PM. She stated that she met with a couple parties regarding Canfield Mountain and discussing public access. Councilmember Myers and Lundy will be working to complete the fee resolution for the city. The clerk also submitted the Public Records Retention Schedule and council will have it on the agenda for approval at the January meeting.

Councilmember Jordan reported that all of the winter equipment is ready to and we have had to apply some spray to the streets. We have made our second payment on the grader and he is looking at a different dump truck with sander and possible snow gate for the plow. He reminded people to not park in the right of ways. The new emergency lights have been installed in the city hall.

CITY CLERK:

City Clerk Anderson reported that she has been working with the city attorney on different issues, working on the LID, and the records retention schedule.

CITY ATTORNEY REPORT:

Attorney Jacobsen reported that it has been a very busy month working with the City Planner and the Clerk on many issues.

CITY ENGINEER REPORT: Submitted

PLANNING CONSULTANT REPORT: Report Submitted

CODE ENFORCEMENT REPORT: Report Submitted

BUILDING INSPECTOR REPORT: No Report

TRAFFIC COMMITTEE REPORT: Report Submitted

EXECUTIVE SESSION

Councilmember Myers made a motion to enter into executive session at 7:03 PM pursuant to Code 67-2345 – (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. Councilmember Jordan seconded the motion. Motion carried.

Councilmember Myers made a motion to come out of executive session at 7:43 PM. Councilmember Jordan seconded the motion. Motion carried.

Mayor Roberge reported that in executive session the council discussed the pending retirement of the City Attorney effective January 10, 2019 with no decisions made.

DISCUSSION/VOTE REGARDING CITY ATTORNEY

Councilmember Myers made a motion to accept the resignation of Ken Jacobsen as City Attorney effective January 10, 2019 at close of business. Councilmember Smith seconded the motion. Motion carried.

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

Steve Roberge, Mayor

Valerie S. Anderson, City Clerk/Treasurer