

**MINUTES OF THE REGULAR MEETING OF THE
CITY OF DALTON GARDENS MARCH 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, Smith and Myers. Also present were Attorney Ken Jacobsen and Valerie Anderson, City Clerk/Treasurer.

CONSENT CALENDAR:

Minutes of the Regular Meeting February 1, 2018 and the Financial Statement from February 1, 2018 to February 28, 2018 and the claims so listed. Clerk Anderson gave a brief explanation of the court traffic citation revenues.

Councilmember Lundy made a motion to approve the consent calendar as listed on the agenda.

Councilmember Smith seconded the motion. Motion carried.

PUBLIC COMMENT PERIOD: No public comments

APPROVAL OF THE 2017 ANNUAL AUDIT

Steve Flerchinger, Magnuson, McHugh & Company, PA introduced Korby Baker who did the field work for the audit and thanked Valerie Anderson the City Clerk for all of her help in producing the documents requested. He gave a brief overview of the audit report to the council. He explained some of the changes which have occurred in the last year which included the donated fire station and truck to the City assets.

Councilmember Lundy made a motion to approve the Annual 2017 Audit prepared by Magnuson & McHugh. Councilmember Jordan seconded the motion. Roll call vote: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes. Motion carried.

Approval of MOU for Chip Seal for 2018

Melissa Cleveland stated that this is a cooperative agreement with the City of Coeur d' Alene and the City of Hayden. The project will be bid out in April.

Councilmember Jordan made a motion to approve the MOU for chip sealing for 2018 with the City of Coeur d' Alene and the City of Hayden. Councilmember Lundy seconded the motion. Roll Call vote:

Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes. Motion carried.

Approval of Task Order #18-01 – 2018 Chip Seal Project

Melissa Cleveland with Welch Comer Engineering explained the task order for the 2018 chip seal project.

Councilmember Myers asked the engineers to take a look at the roundabout to see if we should fog the area.

Councilmember Jordan made a motion to approve the Task Order #18-01 for chip sealing engineering cost in the amount of \$15,100. Councilmember Myers seconded the motion. Roll call vote:

Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes. Motion carried.

Approval of the Sweep Contract for 2018

Councilmember Lundy made a motion to approve The Sweep contract for the 2018 season. Councilmember Myers seconded the motion. Roll call vote: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes. Motion carried.

Approval of Beer & Wine Licenses – P & N Corporation and Smokes & Suds, Inc.

Councilmember Myers made a motion to approve the retail beer and wine license for P & N Corporation DbA Dalton Market. Councilmember Lundy seconded the motion. Motion carried.

Councilmember Myers made a motion to approve the retail beer and wine license for Smokes & Suds, Inc. Councilmember Jordan seconded the motion. Motion carried.

Approval of Park Maintenance Contract for 2018

Councilmember Smith explained that she interviewed three landscaping companies for the contract this year. She stated that she has chosen Sacco De Campos Landscaping LLC in the amount of \$24,298.20 to perform the contract work this year.

Councilmember Jordan made a motion to approve the contract with Sacco De Campos Landscaping LLC in the amount of \$24,298.20 for the 2018 season. Councilmember Lundy seconded the motion. Roll call vote: Councilmember Jordan – yes, Councilmember Lundy – yes, Councilmember Myers – yes, Councilmember Smith – yes. Motion carried.

Council Reports:

Councilmember Smith reported that there was no Sheriff's report submitted this month and no enhanced patrol for the month of February. The traffic committee met on February 15, 2018 with 10 people attending. Two main topics of discussion were to learn more about the area of city impact and have a Lakes Highway District representative come to the next meeting and discuss how the tax dollars are being spent in the city and area of the district. Other items for discussion were signage, more patrol, crossing signs and no commercial truck traffic sign on Deerhaven and Mt. Carrol. The next traffic committee meeting will be held on March 15th @ 6:00 PM.

Councilmember Myers reported that he had been attending several meetings with staff talking about the website. He stated that he attended the meeting on Tuesday with Idaho Transportation Department concerning the Wilbur and Highway 95 traffic lighting. Dalton Water Association annual meeting will be held on March 5th in City Hall @ 7:30 PM. He stated that he will be attending the pre-construction meeting for Government Way on March 13th.

Councilmember Lundy reported that she has been working with Studio Cascade on the Commercial Corridor stakeholder interviews and now we are putting together a pop-up design studio on March 17, 2018 from 9:30 to 2:00 at Homestyle Lighting on Government Way. Postcards will be going out the week of March 5th to all residents and commercial business owners. Rand Wichman our Planner has been really busy working on the Comprehensive Plan edits and the Planning & Zoning Commission will hold a workshop on March 13th with the Community Committee to review and make any other changes. He has also been working on Ordinance amendments with the commission. She stated that there have been an increased number of website users in the past month.

Councilmember Jordan reported that we are continuing to apply beet juice on the road for safety and have used about 11,400 gallons so far this year, new signs have been put on the grader and Avista permits have been approved. At the next month council meeting we will be having a discussion on the school zone speed signs by the engineer. We will be working on trimming trees this spring. On April 11th we will be holding a public meeting from 4:30 to 6:30 pm at City Hall on the Wilbur traffic circles.

Clerk Anderson reported that she has been working on the building permit inspector fee resolution, record retention to destroy old record at City office and working on editing comp. plan.

Attorney Jacobsen reported he has been working with the City Planner on code enforcement issues on 16th Street and several others. He asked to have the SMA, the Ordinance amendments, resolution for building inspector fees and the MOU with the City of Coeur d'Alene on the agenda for next month.

Engineer report already addressed.
Code Enforcement report submitted.
Planner report was submitted.

Building Inspector Report – Warren Merritt, Fire Chief reported that the building permits in Dalton Gardens have slowed down for the winter and he also reminded people to check smoke detectors and furnaces.

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

Steve Roberge, Mayor

Valerie S. Anderson, City Clerk/Treasurer