

**MINUTES OF THE REGULAR MEETING OF THE  
CITY OF DALTON GARDENS JUNE 4, 2020  
VIA TELECONFERENCE @ 6:00 PM**

Meeting was called to order by Mayor Edwards at 6:02 PM.

**ROLL CALL:**

Present were: Councilmembers Chase, O'Brien, Wuest and Craft. Also present were Attorneys Caitlin Kling, Valerie Anderson, City Clerk and Teresa Janzen, Deputy Clerk.

The pledge was not recited at this meeting.

**CONSENT CALENDAR:**

A. Minutes of the Regular Meeting May 7, 2020

Councilmember O'Brien made a motion to approve the minutes of the May meetings.

Councilmember Craft seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried. A couple of minor corrections were addressed.

B. Financial Statement from May 1, 2020 to May 31, 2020 and the claims so listed.

Councilmember Wuest made a motion to approve the financial statement for May.

Councilmember Chase seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

**PUBLIC COMMENT PERIOD**

Karen Kimball – 6975 N. 16<sup>th</sup> Street – She addressed the council on meeting room for the 17<sup>th</sup> of June at city hall, her concern with the Sheriff's department not patrolling in Dalton and the Dalton Arena history.

Andy Kerfoot – 764 E. Prairie Ave. – He asked the city to check into the placement of signs in the easement on properties. The attorney will address this issue.

Mike Chase – 7512 N. 4<sup>th</sup> Street – He asked about getting traffic counts done in the city.

Public comment period was closed.

**APPROVAL OF RFQ ON POSTING FOR ENGINEERING FIRM TO PROVIDE  
GENERAL TRAFFIC ENGINEERING SERVICES**

Attorney Kling explained the selection process, evaluation and posting for the RFQ on the engineering firm to provide general traffic service and redo the Transportation Plan for the city. The publication will need to be published in the CDA Press for a period of 14 days before the close of the request. The council discussed the process and the time frame in which the process should be done. They decided to have a council meeting on the 8<sup>th</sup> of July @ 4:00 PM to open the RFQ's and evaluate the firms.

Councilmember Wuest made a motion to approve the posting of the RFQ posting for engineering firms. Councilmember seconded the motion. Roll Call Vote: Councilmember Chase - yes,

Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

Councilmember Chase made a motion to move the July 2<sup>nd</sup> City council meeting to July 8<sup>th</sup>, 2020 and start at 4:00 PM for the opening of the engineering bid for services. Councilmember Wuest seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

**APPROVAL OF ROCK PRODUCTS INC AS THE LOWEST RESPONDING BIDDER FOR ASPHALT REPAIR ON PRAIRIE AVE, DEERHAVEN AND 4<sup>TH</sup> STREET**

Councilmember Craft made a motion to approve Rock Products Inc. as the lowest responding bidder for asphalt repair on Prairie Ave, Deerhaven and 4<sup>th</sup> Street. Councilmember Chase seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

**APPROVAL OF ENTERING INTO AGREEMENT WITH ROCK PRODUCTS INC FOR CHIP SEALING OF CITY STREETS**

Attorney Kling explained the process according to Idaho Code 67-28.

Councilmember Craft made a motion to enter into the agreement with Rock Products Inc. for chip sealing of Mt. Carrol, Deerhaven and 4<sup>th</sup> Street. Councilmember Chase seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

**DISCUSSION OF PARK & ARENA FACILITY RESERVATION PROCEDURES AND FEES**

Councilmember O'Brien addressed the council of some of the problems which we are having at the park and arena. He stated that we should have an online platform for reservation to be able to be made online and approved by the office staff. He also addressed the question of a fee for residents and non-residents. The council discussed the issues and stated that the fee schedule will need to be addressed and a set of procedures will be worked on by the council, attorney and office staff.

**APPROVAL OF PROPOSED SURVEY QUESTIONS FOR RESIDENTS**

Councilmember Wuest explained the survey questions and gave an explanation of the how the questions were put together by the council and staff. They stated that this just the first survey by this council and that we would be putting it out on the survey monkey and in a mailer to all of the residents in Dalton Gardens.

Councilmember O'Brien made a motion to approve the survey questions with the stipulation that question number 8 be made a yes or no answer. Councilmember Wuest seconded the motion. Roll Call Vote: Councilmember Chase - yes, Councilmember O'Brien - yes, Councilmember Wuest - yes, Councilmember Craft - yes. Motion carried

Public Comment Period was opened up with the following comments.


Sheena Kerfoot – 764 E. Prairie Ave. – Her suggestion on the survey was not to have the resident put their address on the survey.

Karen Kimball – 6975 N. 16<sup>th</sup> Street – She stated that she would be happy to help Councilmember O’Brien in developing a set of guidelines for the arena.

Mike Chase – 7512 N. 4<sup>th</sup> Street – He asked if the committee for the selection of an engineering firm would be bound under the same rules as the ordinances for the finance and traffic committee. Attorney Kling will make a response to Mr. Chase.


Public comment period was closed.

Councilmember Wuest made a motion to adjourn the meeting @ 8:20pm. Councilmember Craft seconded the motion. Motion carried.



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Dan Edwards, Mayor



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Valerie S. Anderson, City Clerk