



Agenda for the Finance/Fee Schedule Workshop & Regular Meeting Dalton Gardens City Council

Thursday, March 3, 2022 @ 4:00 PM (Workshop);
6:00 PM (City Council Meeting)

Location: DALTON GARDENS CITY HALL, 6360 N 4th St., Dalton Gardens, ID

Meeting will be conducted via teleconference and in person.
Please use this link to join the webinar via computer/smartphone:

<https://us02web.zoom.us/j/81358394758?pwd=d0FMM1c2R01QV1dOeHVmUGNSZjJSQT09>

Phone Number: 1-669-900-6833 or 1-346-248-7799 or 1-253-215-8782
Webinar ID: 813 5839 4758; Passcode: 149104

FY21 & FY22 BUDGET WORKSHOP WILL BE FROM 4:00 PM TO 5:55 PM.

CITY COUNCIL MEETING WILL BEGIN AT 6:00 PM.

1. CALL TO ORDER

2. ROLL CALL OF CITY COUNCIL MEMBERS

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT PERIOD:

Each speaker will be allowed a maximum of three (3) minutes to address the City Council on matters that relate to City government business. Comments related to future public hearings should be held for that public hearing. Please be advised that the City Council can only take official action this evening for those items already listed on the agenda.

5. APPROVAL CONSENT CALENDAR- ACTION

- a. Minutes from the Regular Meeting February 10, 2022
- b. Ratification of Bills from February 1-18, 2022
- c. Unpaid Bills February 19-28, 2022
- d. Monthly Financial Statement for February 1-28, 2022

6. CITY REPORTS

- a. Council
- b. Mayor
- c. City Planner
- d. City Attorney
- e. Clerk/Treasurer

7. CITY BUSINESS

- a. iii-A Annual Report
- b. Consideration of KCFR authorization of Alcohol Licensing- **ACTION**
- c. Magnuson & McHugh Presentation of FY21 Audit
- d. Consideration of Contract with KCSO for Dedicated Deputy- **ACTION**
- e. Consideration of Ordinance to update City Council Meetings in Code 1-5-2- **ACTION**
- f. Consideration of Resolution 2022-03 for Authorized Banking Users-**ACTION**
- g. Consideration of Alcohol License renewal for The Paint Buzz-**ACTION**
- h. Consideration of Alcohol License renewal for Dalton Market-**ACTION**
- i. Consideration for Road Sweeping Contract for FY22- **ACTION**
- j. Discussion of RFP for Banking
- k. Discussion on potential mil levy-**ACTION**
- l. Discussion of Agenda items for April 14, 2022 meeting

8. ADJOURNMENT-**ACTION**

REVISED 02/28/2022; Original Posting: 02/25/2022

The purpose of this Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when Item: Public Comments is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time. Please, no repetitive or abusive comments. Workshops are for Council Members discussion only on a topic, no action or decisions occur at that time. No Public Comment is taken during Workshops. Assistance for persons with disabilities will be provided upon 24-hour notice prior to the meeting by calling the City Clerk at (208) 772-3698 ext 102.

City of Dalton Gardens
Finance & Fee Schedule Workshop
Council Regular Meeting Minutes
Thursday, February 10, 2022 @ 5:00 PM

Meeting was conducted via teleconference and in person.

1. **FINANCE & FEE SCHEDULE WORKSHOP:** Mayor Edwards called the workshop to workshop to order at 5:03 PM. Council discussed proposed fee schedule changes
2. **ROLL CALL:** Councilmembers Robert Wuest, Aaron O'Brien, Scott Jordan, and Tyler Drechsel were physically present. Mayor Dan Edwards attended via Zoom. Also present were Ryan Hughes- City Planner and Teresa Janzen-City Clerk/Treasurer.
3. **PLEDGE OF ALLEGIANCE:** Led by the Council President Drechsel

Recess from 5:57 PM to 6:05 PM

1. **CALL MEETING TO ORDER:** Mayor Edwards called the regular meeting of the City Council to order at 6:05 PM
2. **ROLL CALL:** Councilmembers Robert Wuest, Aaron O'Brien, Scott Jordan, and Tyler Drechsel were physically present. Mayor Dan Edwards attended via Zoom. Also present were Chris Gabbert- City Attorney, Ryan Hughes- City Planner and Teresa Janzen-City Clerk/Treasurer.
3. **PUBLIC COMMENT:** Opened at 6:06 PM; Closed at 6:18 PM
 - Eric Killen- Mayor Edwards read a written statement from Mr. Killen
 - Andy Smith- 6871 N Mt. Carrol: Asked to have canopy trees trimmed on public roads and questioned location of white vinyl fence on Davenport & Wilbur.
 - Spoke in FAVOR of the Dalton Elementary School Readerboard Sign
 - Sara Martin- 1211 E Mullan, CdA
 - Jan Hector- 6320 N Mt. Carrol
 - Andy Smith- 6871 N Mt. Carrol
 - Amber Johnson- 6712 N Mt. Carrol
4. **APPROVAL OF CONSENT CALENDAR:**
 - a. Minutes from the Regular Meeting January 6, 2022
 - b. Minutes from the Council Workshop on Code Enforcement January 12, 2022
 - c. Minutes from the Special Meeting January 19, 2022
 - d. Claims Listed from January 1, 2022 to January 31, 2022
 - e. Monthly Financial Statement for January 1-31, 2022

TDrechsel made motion to approve the consent calendar with the stated change to correct AO'Brien's vote to yes on 1/6/22 minutes on Page 5-Item 10. RWuest seconded.

SJordan: yes AO'Brien: yes RWuest: yes TDrechsel: yes Motion carried.

5. CITY REPORTS:

a. Council

- i. TDrechsel: working with Clerk on identified maintenance and safety issues at City Hall.
 - ii. SJordan: going to meet with HMH about chip seal and how to combine FY21 and FY22 chip seals into the budgeted allotment. Applied for the LHSIP grant for safety crosswalks. If the grant is awarded it would be for FY24 and the City portion would be \$16,000+ and the grant would cover \$218,000+. New Plow truck still needs it lights attached to the top.
 - iii. AO'Brien: no update
 - iv. RWuest: no update
- b. Mayor-** Employment offer for a new Deputy Clerk is coming tomorrow.
- c. City Attorney-** Worked with Ryan on the fee schedule with Mr. Campenelli suggests setting a Zoom meeting the City and the City Attorney to review redlined changes before it is put out to the public. P&Z forwarded the annexation of east Dalton Ave, east of 17th St to the City Council for consideration. Noticing of a public hearing will happen soon.
- d. City Clerk/Treasurer-** year end City and Employee tax filings are done. Audit should be presented at the March meeting. Sent over flat file of all building permits from 1971-2014 to OpenGov for historical integration. Will need to audit 2015-2021 business permits as Access stopped allowing records. Need to also get historical business licenses sent over. Also need to get the open paper permits audited. Have new volunteers coming in to help with scanning items for OpenGov historical onboarding. Beginning to construct a file structure that cleans up the paper files and moves us towards a digital filing system that matches our retention schedule. Retention schedule needs to be updated. Did a update of the Personnel Policy. Interviewed 7 candidates for Deputy Clerk. Met with the regional head of CISA from the Department of Homeland Security to shore up digital security for the City's data. Serviced the fire sprinkler system in the shop and the fire extinguishers. Had the official city seal created and made into a stamp and it should arrive shortly.
- e.** Written reports were submitted by the City Planner and City Engineer.

6. CITY BUSINESS

- a. DALTON ELEMENTARY READER BOARD SIGN:** Principal Jody Hiltenbrand gave a presentation of why the digital reader board proposed is a significant improvement. New sign is slightly smaller than the current sign and a single post. City Planner, Ryan Hughes reviewed his staff memo per CODG 5-11 the existing sign is considered non-conforming in the residential district as it exceeds over 12 sf. Replacement of a non-conforming sign is not an administrative decision but a discretionary decision of City Council in CODG 5-11-6-A-2 if, "council finds the replacement of the sign, sign location on the building, structure or premises on which the sign is located." Other relevant standards include accommodating utilities, the vision

triangle, and the flashing aspect cannot last less than 2 seconds to prevent a strobe light effect.

RWuest cautioned that Dalton Irrigation has a 10” main under the existing sign and a new sign potentially causes a hazard to the irrigation line.

SJordan asked if they would be willing to relocate the sign. Mike Westrup, CdA Schools #271 Director of Facilities said they are willing to relocate to avoid the irrigation main.

AO’Brien made a motion to approve the Dalton Elementary Reader Board sign update as presented. TDrechsel seconded.

SJordan: yes **RWuest:** yes **AO’Brien:** yes **TDrechsel:** yes Motion carried.

- b. ALCOHOL LICENSE RENEWAL FOR SMOKES & SUDS:** annual renewal of alcohol license for beer and wine retail with no changes to the business.

AO’Brien made a motion to approve the renewal of the alcohol license for Smokes & Suds. SJordan seconded.

SJordan: yes **AO’Brien:** yes **RWuest:** yes **TDrechsel:** yes Motion carried.

- c. MAYOR’S NOMINATION OF DREW DITTMAN FOR P&Z:** council asked to have information on specific nomination before the meeting. Item is tabled until March.

- d. DISCUSSION OF THE SWEEP 2022 CONTRACT:** council asked to have a more comprehensive breakdown of the proposal and to have it include the parking lot at the Arena after big arena events. Councilmembers Jordan and O’Brien will work with the Clerk’s office to get a more comprehensive proposal.

- e. DISCUSSION ON CODE ENFORCEMENT:** City Planner gave update that he is slowly trying to flush out operating procedures and gap analysis. Prioritizing life & safety issues for enforcement. Unknown when we’ll have a draft of procedures. Needs direction from the City to make it a higher priority.

- f. DRAFT FEE SCHEDULE:** Council asked to have Councilmembers Drechsel and Wuest work with the City Planner, Clerk, and Building Inspector to update the draft fee schedule and bring a new draft to Council.

- g. COUNCIL MEETING DATE CHANGES:**

TDrechsel made a motion to move City Council meetings to the 2nd Thursday of the month effective April 14, 2022. SJordan seconded.

SJordan: yes **RWuest:** yes **AO’Brien:** yes **TDrechsel:** yes Motion carried.

**An ordinance update will be presented at the March 3, 2022 meeting.*

- h. LYONS O’DOWD CONTRACT UPDATE**

TDrechsel made a motion to accept contract update for Lyons O’Dowd contract effective February 1, 2022 to be a hourly rate instead of a flat monthly rate.

SJordan: yes **RWuest:** yes **AO’Brien:** yes **TDrechsel:** yes Motion carried.

- i. PERSONNEL POLICY DRAFT DATED FEBRUARY 1, 2022:**

Clerk presented updated personnel policy draft and called out additional changes to both the vacation and sick time accrual amounts that should have been listed in monthly allotments, not yearly allotments.

TDrechsel made a motion to approve the Personnel Policy Draft dated February 1, 2022 with the stated changes for the vacation and sick time accrual being monthly allotments. AO'Brien seconded.

RWuest: yes AO'Brien: yes SJordan: yes TDrechsel: yes Motion carried.

- j. RESOLUTION 2022-02 PROCUREMENT POLICY:** removed councilmembers authority to spend money without Mayor approval. All purchases to be approved by the Mayor and procurement to be directed through the Treasurer's office.

AO'Brien made a motion to approve Resolution 2022-02 Procurement Policy.

SJordan seconded.

SJordan: yes AO'Brien: yes RWuest: yes TDrechsel: yes Motion carried.

k. AGENDA ITEMS FOR MARCH 3, 2022

- i.** iii-a Annual Report presentation
- ii.** Interested in AIC training when they are already locally present
- iii.** Discussion of a potential mil levy rate increase this year to cover future years of a dedicated Sherriff's Deputy.
- iv.** March 3, 2022 Finance and Budget workshop 4:00-5:55

7. EXECUTIVE SESSION:

SJordan made a motion to move to executive session per Idaho Code 74-206(f). TDrechsel seconded.

RWuest: yes AO'Brien: no TDrechsel: yes SJordan: yes Motion carries
Executive Session began at 9:02 PM. Came out of Executive Session at 9:47 PM.

8. ADJOURNMENT:

TDrechsel made a motion to Adjourn. SJordan seconded. All in favor. Motion carries.
Meeting Adjourned at 9:48 PM.

Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk/ Treasurer

Vendor	Amount	Note
Avista Utilities	587.99	Monthly electric and gas
Cooperative Supply, INC. Cenex	1,364.00	Vehicle Fuel
Dalton Water Association	60.16	Late Fees from October Payment
Kootenai County Fire & Rescue	2,385.00	January Fees
Payroll- Mayor & Council	1,050.02	December 1-31, 2021
Payroll- Staff	2,106.68	December 1-31, 2021
Payroll- Taxes	460.82	Federal and State payroll taxes
PERSI	236.40	Retirement
State Insurance Fund	1,516.00	Installment premium
TierraNet	19.98	Annual Domain registration
Verizon Northwest	14.22	Balance owed through 2/27/22
	<u>9,801.27</u>	



CONTRACT CITY REPORT CITY OF DALTON JANUARY 2022

SERVICE HOURS	MONTH	YTD
PATROL DIVISION		
Patrol Deputies (Including Sergeants)	352.0	352.0
District Deputies	16.0	16.0
Animal Control Section	45.0	45.0
Community Service Section	8.0	8.0
TOTAL PATROL DIVISION	421.0	421.0
DETECTIVE DIVISION		
	124.0	124.0
TOTAL SERVICE HOURS	545.0	545.0
TOTAL C.O.P.P.S HOURS	0.0	0.0
TOTAL SCLP HOURS	0.0	0.0

ACTIVITY	MONTH	YTD
Law Enforcement Calls	289	289
Accidents	5	5
Traffic Citations	33	33
Total Reports	13	13
Arrests	2	2

Respectfully Submitted,
Robert B. Norris, Sheriff



To: Mayor Edwards, City of Dalton Gardens

From: HMH Engineering

Date: March 3, 2022

Re: Engineering Update

1. HMH will be meeting with council member Jordan on February 28, 2022, to discuss this year's budget and plan for roadway maintenance.
2. Utility Right-of-Way Encroachment Permits – All active permits in the OpenGov system are shown on the attached table.

Record #	Date Submitted	Record Status	Type of Permit	Company Name	Temporary Permit Date	Construction must be completed by:	City notified of project start:	City notified of project completion:	Project Start Date	Project Duration	Description of Location	Street Name	Street No
ROW-21-1	9/7/2021	Active	Gas	AVISTA UTILITES	9/10/2021	10/31/2021		12/8/2021	9/7/2021	9/17/2021	5711 N 17TH ST. WE WILL BE CUTTING OFF SERVICE TO HOME FOR THE DEMO. CUT OFF WILL BE IN THE DIRT ROW JUST WEST OF THE ASPHALT. NO ASPHALT REQUEST.	N 17TH ST	5711
ROW-21-14	9/30/2021	Complete	Upgrade	AVISTA UTILITIES	10/1/2021	11/1/2021			10/4/2021	ECD 10-11-21	7080 N MOUNT CARROL ST	N MT CARROL ST	7080
ROW-21-15	10/5/2021	Active	Fiber Optic	HBK Engineering	12/1/2021	4/1/2022	2/2/2022		10/9/2021	90	South of Deerhaven Ave to Dalton Ave between 4th St and 15th St. TDS job CDN03A_DG_DA02_DISTRIBUTION_C0549	E DALTON AVE	2131
ROW-21-17	10/11/2021	Active	Fiber Optic	HBK ENGINEERING	11/22/2021	4/15/2022			10/19/2021	90	South of E Lookout DR on N 15th St. TDS job CDN03A_DG_DA03_DISTRIBUTION_C0550	N 15TH ST	7647
ROW-21-18	10/11/2021	Complete	Fiber Optic	HBK ENGINEERING	10/19/2021	11/30/2021			10/19/2021	90	PRAIRIE AVE S OF N 4TH ---CDN03A_DG_DA09_01	N COLFAX ST	7936
ROW-21-19	10/12/2021	Active	Electric	AVISTA UTILITIES	11/9/2021	1/1/2022		12/8/2021	10/12/2021	4 HOURS	6080 N 17TH ST	N 17TH ST	6080
ROW-21-28	12/17/2021	Active	Overhead and Underground Both Involved	Track Utilities LLC on behalf of Zippy Fiber	1/10/2022	3/31/2022			12/28/2021	60 Days	Install foc through existing conduit & aerial overlash to existing cable/strand	N MT CARROL ST	6439
ROW-21-20	10/14/2021	Active	Fiber Optic	Zippy Fiber	11/15/2021	1/31/2022			10/21/2021	30 Days	Directional Bore in ROW - install conduit for foc	N SNOWBERRY ST	6760
ROW-21-21	10/18/2021	Active	Overhead and Underground Both Involved	Track Utilities LL on behalf of Zippy Fiber	11/9/2021	1/31/2022			10/26/2021	30 Days	Install fiber optic cable and varied sizes of mst's into existing conduit. Aerial overlash to existing cable/strand.	N GOVERNMENT WAY	7890
ROW-21-24	11/11/2021	Active	Fiber Optic	HBK ENGINEERING					11/13/2021	90	CORNER OF 15TH AND WILBUR AVE	N 15TH ST	7239
ROW-21-22	11/2/2021	Active	Upgrade	AVISTA UTILITIES	12/20/2021	2/28/2022			11/18/2021	2 DAYS	REPLACING 5 POLES BETWEEN 915 & 1379 DEERHAVEN	E DEERHAVEN AVE	915
ROW-21-23	11/2/2021	Active	Upgrade	AVISTA UTILITIES	12/20/2021	2/28/2022			11/18/2021	2 DAYS	REPLACING 2 POLES ON WILBUR BETWEEN 15TH & 16TH	E WILBUR AVE	1739
ROW-21-25	11/22/2021	Active	Upgrade	AVISTA UTILITIES	11/30/2021	1/31/2022		12/13/2021	11/22/2021	12/3/2021	5897 N 18TH ST	N 18TH ST	5897
ROW-21-26	11/24/2021	Active	New Installation	Avista Utilities	12/8/2021	1/31/2022		12/29/2021	12/7/2021	1.5 Days	Pole #166429 and along east property long	N DAVENPORT ST	6931
ROW-21-27	12/9/2021	Stopped	Fiber Optic	HBK ENGINEERING					1/17/2022	7 DAYS	PERMIT EXTENSION FOR ORIGINAL DALTON GARDENS PERMIT 21-18--- RTC JOB---CDN03A_DG_DA09_01 CORNER OF PRAIRIE AND N 4TH ST.	E PRAIRIE AVE	764
ROW-21-29	12/21/2021	Active	Other	AVISTA UTILITES	12/21/2021	2/15/2022			12/21/2021	1/5/2021	6527 N MOUNT CARROL ST	N MT CARROL ST	6527
ROW-21-30	12/28/2021	Active	Fiber Optic	Platinum excavation llc					1/4/2022	1 day	Along inside of sidewalk towards home. Replacing existing conduit and coax	E WOODLAND DR	1523
ROW-22-1	1/3/2022	Stopped	Underground	HBK ENGINEERING					1/11/2022	60 DAYS	PERMIT EXTENSION FOR 19-30---CDN03A_DG_DA02_01-- E DALTON AVE HEADED EAST TOWARD MT CAROL. We need to replace pipe and damaged ped highlighted on pages 12 & 13 of the attached print.	E DALTON AVE	1023
ROW-22-2	1/5/2022	Active	New Installation	Avista Utilities	1/5/2022	1/31/2022	1/5/2022		1/5/2022	8 hrs	from SE corner of property we will be running new UG Gas & Elec to shop	N DAVENPORT ST	6567
ROW-22-3	2/14/2022	Active	Overhead and Underground Both Involved	AVISTA	2/22/2022				2/21/2022	4 HOURS	POLE # 166220 MISSILING TO BRING SRVC OH TO UG	N 17TH ST	5711
ROW-22-4	2/22/2022	Active	Electric	AVISTA	2/22/2022	4/30/2022			3/1/2022	5 HOURS	MISSILING RD TO BRING SRVC FROM OH TO UG.	N MT CARROL ST	5848



City of Dalton Gardens

6360 N Fourth Street, Dalton Gardens,
ID 83815 Phone: (208) 772-3698 Fax:
(208) 772-3698

Monthly Planner Activity Report

February 28, 2021

Code amendments

City staff continues to review the proposed Telecommunications Ordinance (regulating small cell wireless facilities and associated distributed antenna systems). A Q&A session has been scheduled with the contracted attorney to go over staff questions and clarification requests. This includes concurrency with existing code and administrative procedures. An updated draft will be expected and delivered to the Planning and Zoning Commission for their review and a subsequent public hearing and recommendation to City Council.

Other code amendment work includes proposed updates to the city's fee schedule. The January workshop was conducted, and subsequent discussions will seek to ensure that adequate fees are in place to cover the costs which are incurred through permit review. In addition, the P&Z Commission is currently discussing updates to the city code's subdivision and short plat provisions. This may include a requirement for noticing surrounding properties of a proposed short-subdivision. Other considerations include updates to the sign code, design requirements in the commercial zone, and addressing Accessory Living Units.

Variances / Special Use Permits

No new variances or special use permit applications were received by the City during the month.

Subdivisions

No new subdivision requests have been submitted.

Building Permits

The City continues to receive and manage a variety permit request. In February, the city received a number of applications, including building permits for new home construction, the Dalton Gardens elementary's sign permit, and renew of alcohol beverage licenses. The vast majority of permits are being administered through the OpenGov system which continues prove successful. Updates to OpenGov are dealt with on a rolling basis.

Code enforcement

The city continues to receive, on a rolling basis a variety of code-enforcement / compliance complaints. In response, staff has begun developing procedures to include letter templates to send both warning and notice of violation letters. Furthermore, staff has begun categorizing the database of code enforcement complaints based on case status. In addition, staff will work to identify gaps and weaknesses in the Dalton Gardens City Code as it relates to enforcement concerns.

Annexation

Since P&Z's January recommendation, the proposal to annex of portions of E Dalton Avenue will be re-noticed for to come before City Council for public hearing and action. The re-notice (including mailing to residents within a 300 foot, an onsite notice, and paper publication) will be prepared for council action in April.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ryan Hughes", with a stylized flourish at the end.

Ryan Hughes
City Planner



Shared Strength · Trusted Care

2020-21 Annual Report

MISSION: To provide the best quality and structure of health benefits plans and services to our agency's employees by directly managing the costs and administration of those benefit plans through a cooperative pool in a manner that will be more efficient, economical, and competitive than what the market can offer through traditional insurance providers.



LETTER FROM THE EXECUTIVE DIRECTOR

Dear Trustees,

It's been another busy, productive, and inspiring year for the Trust!

- The continuous growth and increase in membership allows us the opportunity to provide outstanding benefits and customer service to more hard-working public employees.
- Financially, the Trust finished the year in a positive position and much better than anticipated due to a few factors outlined within the report.
- Benefit enhancements implemented on October 1st demonstrate the Trustees' commitment to offering the best benefits to our members.
- Innovative programs were implemented to create savings in claims expenses while assisting enrolled members with deductible reimbursements. The III-A Mental Health Program has become a trusted resource for agencies and members and is improving lives.
- Additional team members have been added to assure excellent, personal customer service and support, which is the most valuable benefit provided to III-A members.

As the Trust continues to grow, having a vision for the future is vital. I am excited to share the goals the team has developed. I hope that you will take a moment to reflect on the progress of the Trust and celebrate the program that you committed to build—not only has it worked—it is thriving.

Best,
Amy

4,810
Total Members
Served

83
Total Agencies
Served
Retention: 100%

\$7,753,015
Total Liabilities
& Net Position

2
Members Detected
Early-Stage Cancers
from Wellness
Screenings

\$516,329
Total Savings
from New Programs

III-A AGENCIES

CITIES (42)

Aberdeen
American Falls
Arco
Athol
Blackfoot
Bonners Ferry
Cascade
Council
Dalton Gardens
Declo
Donnelly
Dover
Downey
Dubois
Emmett
Firth
Fruitland
Grangeville
Hayden
Homedale
Kamiah
Ketchum
Kooskia
Lava Hot Springs
Marsing
McCall
Menan
New Meadows
New Plymouth
Nezperce
Oakley
Parma
Paul
Payette
Potlatch
Preston
Rupert
Salmon
St. Anthony
Troy
Victor
Wilder

HIGHWAY DISTRICTS (8)

Buhl Highway
East Side Highway
Filer Highway
Grangeville Highway
Hillsdale Highway
Minidoka Highway
Power County Highway
Worley Highway

FIRST RESPONDERS (21)

Bear Lake Co. Fire
Blackfoot Police & Fire
Cascade Rural Fire
Eagle Fire
East Side Fire
Kootenai County EMS
Kuna Fire
McCall Fire
Meadows Valley Rural Fire
Minidoka County Fire
Nampa Fire
Nampa Police
Northern Lakes Fire
Sagle Fire
Sandpoint Fire
Shoshone County Fire #2
Spirit Lake Fire
St. Maries Fire
Star Fire
Teton County Fire & Rescue
Westside Fire

IRRIGATION DISTRICTS (2)

Lewiston Orchards Irrigation
Minidoka Irrigation

LIBRARY DISTRICT

American Falls Library

TRANSPORTATION AUTHORITY

Mountain Rides

ABATEMENT DISTRICTS (2)

Payette County Gopher
Twin Falls Pest Abatement

RECREATION DISTRICTS (2)

Middleton Parks & Recreation
Payette County Recreation

WATER & SEWER DISTRICTS (2)

Southside Water & Sewer
Star Sewer & Water

GROUNDWATER DISTRICT

American Falls-Aberdeen

LHTAC

BOARD OF TRUSTEES

- Rick Watkins, Chair, City of Fruitland
- Dan Hammond, Vice-Chair, City of American Falls
- Ruth Bailes, Secretary, Minidoka Irrigation District
- Gilbert Hofmeister, Power County Highway District
- Lisa Enourato, City of Ketchum
- Tyler Lewis, Eagle Fire Protection District
- Traci Malvich, City of McCall
- Suzanne McNeel, City of Blackfoot
- Danielle Painter, City of New Plymouth
- Patty Parkinson, City of St. Anthony
- Kyla Gardner, City of New Meadows
- Pat Riley, Northern Lakes Fire Protection District
- Lori Yarbrough, City of Athol

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YOUR III-A TEAM

Serving You 24/7

Executive Director, Amy Manning: Executive Leader & Decision Maker, Onsite Annual Report, Rating, Proposals, & Implementation of New Agencies, Board of Trustees & Committee Meetings/ Issues, Contact for DOI, Contractors, TPAs, Creates Budget

Operations Manager, Susan Lasuen: COBRA Administration & Retiree Program, Bill Approval & Invoice Payments/Budget Tracking, Payment/Tracking of III-A Internal Claims, Financial Reports for Accountant & Consultant, Policies & Manuals, Monthly Agency Billing, Back Up to Executive Director

Benefits Manager, Lisa Fritz: Medical, Dental, Vision & Rx Claims Issues, Member PA Issues, Benefits Meetings/Open Enrollment Meetings, Research New Benefits, Acupuncture Provider Network, Review of TPA & PBM Plan Documents

Wellness Manager & Data Analyst, Megan Smith: Medical, Dental, Vision & Prescription Claims, Reports for Trustees & Committees, Reports Regarding Benefits, Utilization, Rate Impact, Processing of Claims Reports, Payments, Wellness Programs

Benefits Specialist, Nicole Tuttle: Medical, Dental, Vision & Rx Claims issues, Member PA Issues, Open Enrollment Meetings, Enrollment Forms Processing, EAP Program & Mental Health Training Coordinator

Marketing Specialist, Kandice Dickinson: Marketing & Public Relations, Administrative Assistant, Agendas, Minutes, Materials for Trustees, Program Promotion & Educational Materials, Website, Social Media, Newsletter, COBRA Letters



"III-A is so lucky to have the admin team they do - you ladies are an invaluable asset!"

"Nicole just finished our benefits workshop. I want you to know III-A is not paying her enough! She did a very thorough presentation of our benefits, wasting no time. She was friendly, approachable and just plain wonderful. I can't tell you enough how impressed I was with her."

"Just wanted to say thank you to you, Lisa and your amazing team. Lisa is a top notch representative of III-A and gave us a very comprehensive review today."

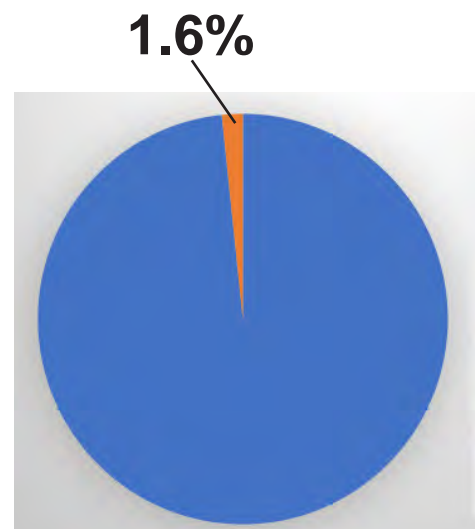
ADMINISTRATIVE:

- Total number of policies added/amended: 8
- New programs created: 4
- Internally administered benefits: 9
- Conferences attended: 5
- Staff training hours: 110
- Total hours worked: 10,393 (5% over FT)
- Joined Self-Insurance Institute of America (SIIA) for continued education

MEMBERSHIP:

- Total members served: 4,810
- Total COBRA members: 21
- Total Retirees: 22

STAFF COST



GROWTH

57 Agencies
(27% Increase)
942 Employees
(29% Increase)

9/30/19

70 Agencies
(20% Increase)
1,337 Employees
(41% Increase)

9/30/20

83 Agencies
(19% Increase)
1,611 Employees
(21% Increase)

9/30/21

Agencies joined—13
Agencies provided info—37
Agencies provided rates—26

AGENCY CHANGES:

ADDED VISION **2**

ADDED ORTHODONTIA **1**

ADDED DENTAL **1**

SMALL AGENCIES NOW
OFFERING BENEFITS TO **5**
EMPLOYEES

DROPPED BENEFITS **0**

PROGRAMS

"I'm so excited about this program! I can't wait to see how far it goes! But yeah the treatment was awesome, the people are great... This has been the easiest thing I have ever done as far as this illness is concerned. Actually, I don't even really think about it much. Just to make sure my meds are on the way and I am there on time! You have no idea how nice that feels!!!"

-Infusion Program Participant



Medication Infusion Benefit Program

Launched December 1, 2020

In an effort to help lower III-A's overall healthcare costs, the III-A created an internal Medication Infusion Benefit Program for eligible members. The program will reimburse eligible members for their deductible and out of pocket maximum, up to \$10,000 annually, and allowed travel expenses to have their infusion at a III-A Preferred Infusion Facility. The program is available for medically necessary infused medications covered under the ProAct/III-A formulary treating the following conditions:

- Multiple Sclerosis (MS)
- Crohn's
- Lupus
- Psoriasis
- Rheumatoid Arthritis (RA)
- Inflammatory Bowel Disease
- Colitis

If a member chooses to participate in the program, the member will receive a reimbursement after each qualifying infusion.

Reimbursement will cover deductible and out of pocket expenses, it may not exceed actual medical expenses, or \$10,000 for the calendar year.

\$472,081

**Total Savings
in Year 1**

St. Alphonsus Maternity Benefit Program

- Launched January 1, 2021.
- III-A offers members an additional benefit if the member participates in the III-A St Alphonsus Maternity Benefit Program. If a member chooses to deliver their baby at a St. Alphonsus hospital, they will receive an incentive reimbursement for their deductible and coinsurance in the amount of **\$1,500**.
- Program Promotion: In March 2021, a postcard with details of the program was mailed to every household that has a member on the plan of child bearing age.



\$44,296

Estimated Program
Savings

Wellness

69

AGENCY
Wellness
Screening
Participation
(96%, up from 94% in
2019)

1,436

Telehealth
Calls

782

MEMBERS
Wellness
Screening
Participation
(56%, down from 70%
in 2019)

*“Last
year the
wellness screening
event probably saved my
life and if it wasn’t for this
event, I probably wouldn’t
have caught my cancer in
an early stage.*

~ Ill-A Member



Wellness Screening Highlights:

- 1 early-stage Prostate Cancer caught
- 1 early-stage Colon Cancer caught
- Our providers referred 11 positive Cologuard's and 5 elevated PSA for further testing.
- Our providers identified several prediabetic and diabetic members as well as members with abnormal thyroid function to be further evaluated.
- Wellness Screening providers are also our Telehealth providers which ensures better follow-up on elevated results and medical care. Telehealth is \$95/per visit.



“I was a petrified, emotional mess...

*I truly believe that Nicole taking calls on a Saturday afternoon and Dusty being as attentive and invested as he was, **may have saved my life**, or at the very least my quality of life, this weekend. So I just wanted to say thank you to both of them, as well as III-A in general.”*

- III-A Member

Total Spend:

	<u>2020</u>
Wellness Screenings	\$ 223,712.39
Wellness Reimbursements	\$ 20,160.00
Mental Health Screenings	<u>\$16,468.94</u>
Grand Total	<u>\$ 260,341.33</u>
Per Screening	\$332.92

Mental Health Informational Sessions:

Twenty agencies offered a session providing members resources on III-A's EAP Program and gave them a chance to meet and speak with an III-A in-network provider.

EAP

*“The First Responder Helpline gave our family so much peace of mind as they assisted us with finding a treatment facility for [family member].”
- Ill-A Member*

176

Provider
Total

35

First
Responder
Providers

66

Providers
Used



"I want to say that of all the EAP Programs I work with, this one has been the best experience. Your communication is wonderful and the care I see for clients has been evident. Thank you." - EAP Provider



98

1st Responder
Helpline Calls
Since Feb 1, 2021
(12 were crisis calls)

*EAP Visits
Since Feb 1, 2021

530

*Prior EAP charged \$3.14 PEPM, III-A \$3.78 PEPM (III-A is paying providers an additional \$15-20 per visit).

15

Total
Inpatient

Agency Purchased
EAP for their
Volunteers

1

INPATIENT DETAILS:

Enrollee: 4

Spouse: 2

Child: 9

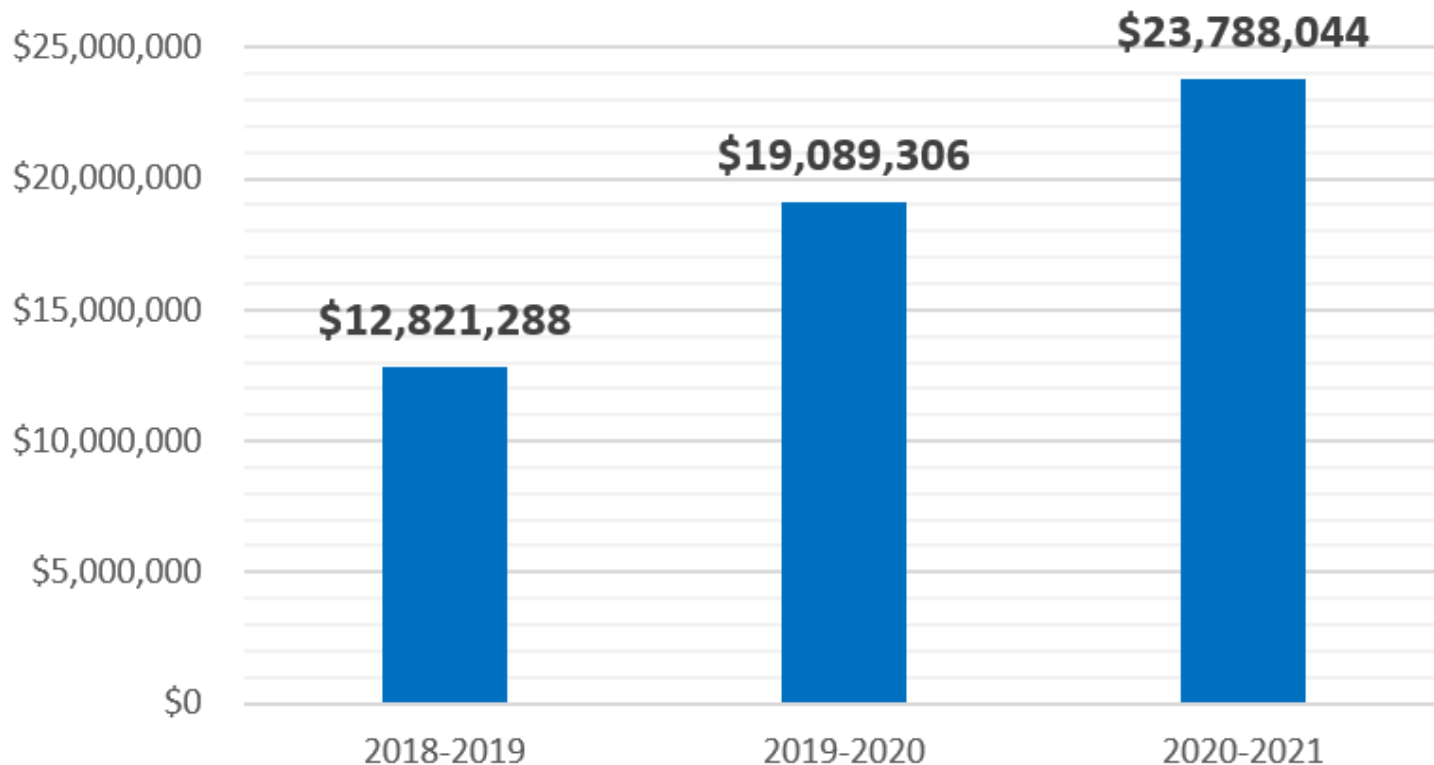
Agencies that
Participated
in Peer Support
Since Feb 1, 2021

17

*"Out of all of the doctors, psychologists, psychiatrists, that our family has seen over the last 8 years, Dr. Odom is by far the best. There was no BS, no beating around the bush. He cut right to the chase and he's helping me create a plan. I finally feel relieved."
~ III-A Member*

"I finally feel relieved."

BUDGET GROWTH



The Trust ended the year positive \$79,652

Due to new agency contributions, revenue is 10.6% **higher** than budgeted.

Rx rebates are **142% higher** than budgeted due to renegotiated contracts.

State of Idaho COVID-19 reimbursement of **\$782,500.**

FINANCE

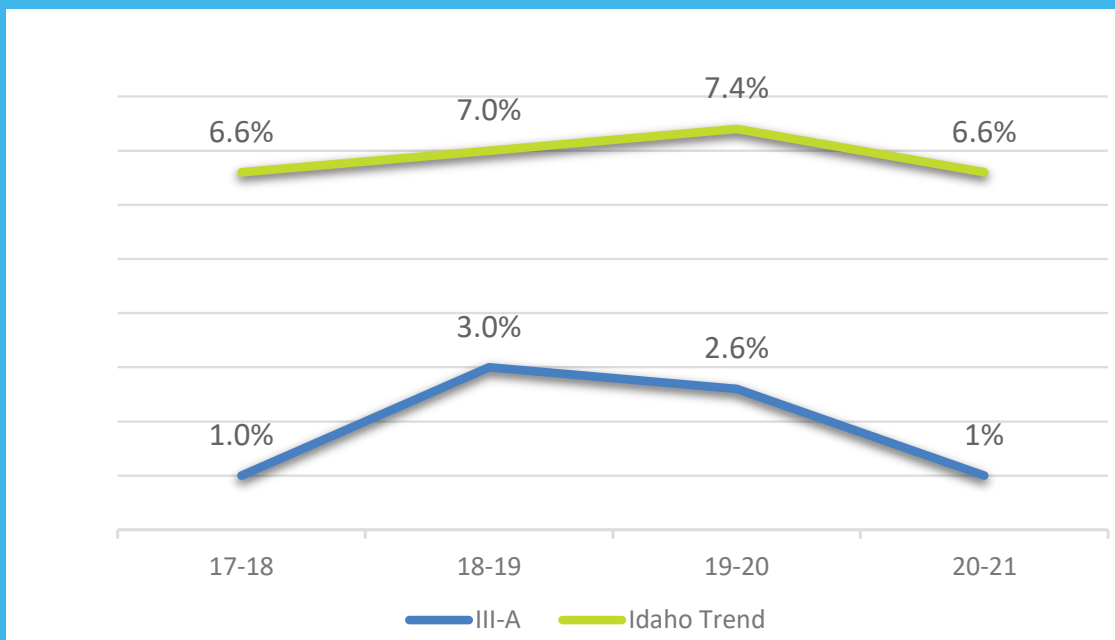
\$1,628,581

**IBNP
Reserves**

30 CDs

CDs
(.4 - 3% interest rates)

4-Year III-A Medical Renewal Rate vs Idaho Medical Trend



Snapshot of High Claimants:

**0 Reached
Stop Loss**

**13 Member
Claims
Over \$100k**

Member	Relationship	Total Paid	Diagnosis
1	Member	\$250,670.49	Cancer
2	Member	\$241,532.34	Cancer
3	Member	\$230,757.34	Blood Disorder
4	Member	\$206,215.72	Cancer
5	Member	\$197,734.51	Infection
6	Member	\$174,072.08	Cancer
7	Member	\$164,362.56	Cancer
8	Member	\$149,538.30	Cancer
9	Member	\$143,027.25	Cancer
10	Member	\$140,904.11	MSK
11	Member	\$135,192.01	MSK
12	Member	\$125,122.07	Cancer
13	Member	\$100,908.84	Sepsis

Member	Relationship	Est. Pending Claims	Diagnosis
14	Member	\$342,000.00	Respiratory Failure
15	Member	\$218,000.00	COVID-19

\$2,820,037.62

Pharmacy Benefit Manager (PBM)

Since 2018, the Trust has utilized ProAct as our PBM. ProAct is a smaller PBM that is able to provide the individual service and attention the Trust expects.

Medical Third-Party Administrator (TPA)

The Trust contracts with Blue Cross of Idaho (BCI) to serve as TPA for the Trust. BCI provides access to superior contracts in the medical service industry. **Additional Services provided by BCI include:**

- Rental of BCI PPO Network
- Processing of Medical EOBs
- Prior Authorization Processing
- Subrogation or Collection of Funds for Third Party Liability Issues
- Underwriting or Rating and Creating Raw Claim Projection for New Agencies
- Case Management

III-A staff meet weekly with BCI internal team to address any issues or concerns.

- Admin Medical Fee Change: 3%
- Admin Dental and Vision Fee Change: 3%
- Specific Stop Loss Fee: (-)3% reduction, but the benefit remained the same: \$325k with a \$50k corridor

COVID-19

March 2020, COVID-19 was declared a pandemic and national emergency. The Trustees voted to have the Trust cover 100% of the cost of COVID testing and treatment for its members. Effective until September 30, 2021.

2019-20 PY:	\$399,500.05
2020-21 PY:	\$1,193,685.35
Total COVID spend:	\$1,593,185.40
CARES Act:	(\$782,500.00)
COVID-19 spend after CARES ACT reimbursement:	\$810,685.40

This does NOT include pending claims.



ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF DALTON GARDENS, A POLITICAL SUBDIVISION OF THE STATE OF IDAHO, AMENDING DALTON GARDENS CITY CODE TITLE 1, ADMINISTRATIVE, CHAPTER 5, MAYOR AND CITY COUNCIL, BY AMENDING SECTION 1-5-2, MEETINGS OF THE COUNCIL, PROVIDING FOR SEVERABILITY; PROVIDING REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the Mayor and City Council of the city of DALTON GARDENS, Kootenai County, Idaho, that Title 1, Administrative, Chapter 5, Mayor and Council, section 1-5-2, Meetings of the Council be amended, as follows:

Section 1. That Section 1-5-2 of the Dalton Gardens City Code shall be, and the same is, amended to read as follows:

1-5-2: MEETINGS OF THE COUNCIL:

A. Regular Meetings: The regular meetings of the city council shall be held on the ~~first~~ second Thursday of each month at six o'clock (6:00) P.M., at the city hall.

B. Consent Calendar: When the mayor determines that any item of business requires action by the council but is of a routine and noncontroversial nature, he may cause such item to be presented at a regular meeting of the council as part of a consent calendar.

The consent calendar shall be introduced by a motion "to approve the consent calendar" and shall be considered by the council as a single item.

There shall be no debate or discussion by any member of the council regarding any item on the consent calendar, beyond asking questions for simple clarification.

On objection by any member of the council to inclusion of any item on the consent calendar, that item shall be removed from the consent calendar forthwith. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the consent calendar. All such items shall be considered individually, in the order in which they were objected to, immediately following consideration of the consent calendar.

Approval of the motion to approve the consent calendar shall be fully equivalent to approval, adoption or enactment of each motion, resolution, ordinance or other item of business thereon, exactly as if each had been acted upon individually. Approval of the motion must be by roll call vote.

The city clerk shall record in the council minutes each item passed under the consent calendar individually and in full or, if possible, separately.

Section 2. This ordinance is hereby declared to be severable. Should any portion of this ordinance be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purpose(s) of the ordinance before the declaration of partial invalidity.

Section 3. All provisions of the current Dalton Gardens Municipal Code or ordinances of the city of Dalton Gardens which conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 4. This ordinance shall be effective upon its passage and publication as provided by law.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an Ordinance of the City of Dalton Gardens at a regular session of the City Council on March ____, 2022.

APPROVED this ____ day of March, 2022.

Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk

RESOLUTION NO. 2022 - 03

AUTHORIZED BANKING USERS

RESOLVED that the following individual(s) of the City of Dalton Gardens are authorized and directed to establish bank account(s) and investment account(s) as well as deposit the funds of the organization therein. The following individual(s) shall have authority to operate the account(s) on behalf of the organization:

Name: Teresa Janzen **Signature:** _____ **Title:** City Clerk/Treasurer

Name: Dan Edwards **Signature:** _____ **Title:** Mayor

Name: Tyler Drechsel **Signature:** _____ **Title:** Council President

I certify that this resolution was adopted by this organization and is now in effect. I certify that the persons whose names, titles, and signatures appear above are authorized to establish accounts for this organization and operate each account. I certify that these signatures are genuine.

PASSED and approved by the City Council of the City of Dalton Gardens this 3rd day of March, 2022.

CITY OF DALTON GARDENS

Dan Edwards, Mayor

ATTEST:

Teresa Janzen, City Clerk



6360 N 4th Street * Dalton Gardens, Idaho 83815

Alcohol Beverage License Application

Unless Licensee is disqualified, approval of this permit does certify that the licensee is entitled to hold and use this Alcohol Beverage Catering Permit at the below designated premises, subject to provisions of Title 23 of the Idaho State Code and Dalton Gardens City Code Title 3.

LICENSE YEAR: 20

New License Application – Period: _____ to _____

Renewal of License – Period: 2022 to 2023

Transfer of License – Transfer from _____

<u>PREMISE SALES</u>	<u>RETAIL SALES</u>
<input checked="" type="checkbox"/> Beer by the Drink	<input type="checkbox"/> Beer Retail
<input checked="" type="checkbox"/> Wine by the Drink	<input type="checkbox"/> Wine Retail
<input type="checkbox"/> Liquor by the Drink	<input type="checkbox"/> Catering (please complete Catering Permit application)
<input type="checkbox"/> Beer for Consumption OFF Premises	
<input type="checkbox"/> Wine for Consumption OFF Premises	

APPLICANT INFORMATION

Name of Applicant: James Hanson

Applicant Phone Number: 406 671-4326 Applicant Email: simbalaba@gmail.com

Name of Business: Janelle Music, LLC, DBA The Paint Buzz

Business Address: 147 E Aqua Circle, Ste 3 City: Dalton Gardens, ID Zip: 83815

Mailing Address: 2706 E Point Hayden Dr. City-State: Hayden Lake, ID Zip: 83835

Business Phone Number: 208 292 4422 Business Email: admin@thepaintbuzz.com

No license to sell alcoholic beverages will be issued to any applicant who:

1. Has, or any partner who has, or actual manager or officer of whom has:
 - a. Been convicted of the violation of any law of the state, or of the United States regulations, governing or prohibiting the sale of alcoholic beverages or intoxicating liquor within three (2) years or within three (3) years forfeited or suffered the forfeiture of a bond for their appearance to answer charges for such violation.
 - b. Been convicted of driving a motor vehicle under the influence of alcohol, drugs or any other intoxicating substances as defined in the jurisdiction in which the judgment was entered within three (3) years prior to the date of the making of the application for license and/or has not paid a fine, completed a sentence and/or parole for such conviction.
 - c. Engaged in the operation of, or has interest in, any house or place for the purpose of prostitution, or has engaged in the operation of any house or premises within the city limits of Dalton Gardens which has been declared and found to have been a moral nuisance as defined by city ordinances or state law.
 - d. Been convicted in any jurisdiction or received a withheld judgment for any crime concerning the possession of any controlled substance within five (5) years.
2. Has had a similar license revoked by any jurisdiction granting the license and/or had their license revoked by the state of Idaho or Kootenai County.

Please name all partners, officers, and managers (attach additional sheet if necessary):

1. <u>James Hanson</u>	Position: <u>owner, sole member</u>
2. _____	Position: _____
3. _____	Position: _____
4. _____	Position: _____

City License # _____ County License # 2022-298 State License # 27128

County and State licenses must be presented prior to issuance of City license



APPLICANT SIGNATURE

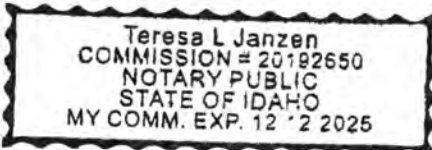
I attest that I have read the above and that all partners, officers, managers, and I meet the qualifications listed, that the requirements of Section 3.2.08 of Ordinance #263 have been met, and declare under penalty of perjury that all statements made are true, correct, and complete.

Applicant Signature: James Hanson Date: 2/23/22

Please print name: James Hanson

Subscribed and sworn to before me this 23rd day of February, 2022

Teresa L Janzen
Notary Public, Clerk or Deputy Clerk



Reside: Kootenai County

My Commission Expires: 12/12/2025

FOR CITY USE ONLY

APPROVALS:

_____ Mayor Signature Date _____

_____ City Planner Signature Date _____

_____ This application cannot be approved for the following reason(s):

City Clerk Department:

- \$ 200.00 Beer or Wine by the Drink
- \$ 375.00 Liquor by the Drink
- \$ 50.00 Beer Retail
- \$ 200.00 Wine Retail
- \$ 20.00 Catering Alcohol Fee per day
- \$ 5.00 Beer Transfer Fee

\$200 Total Due

Date Paid 2/23/22 Receipt # 008254

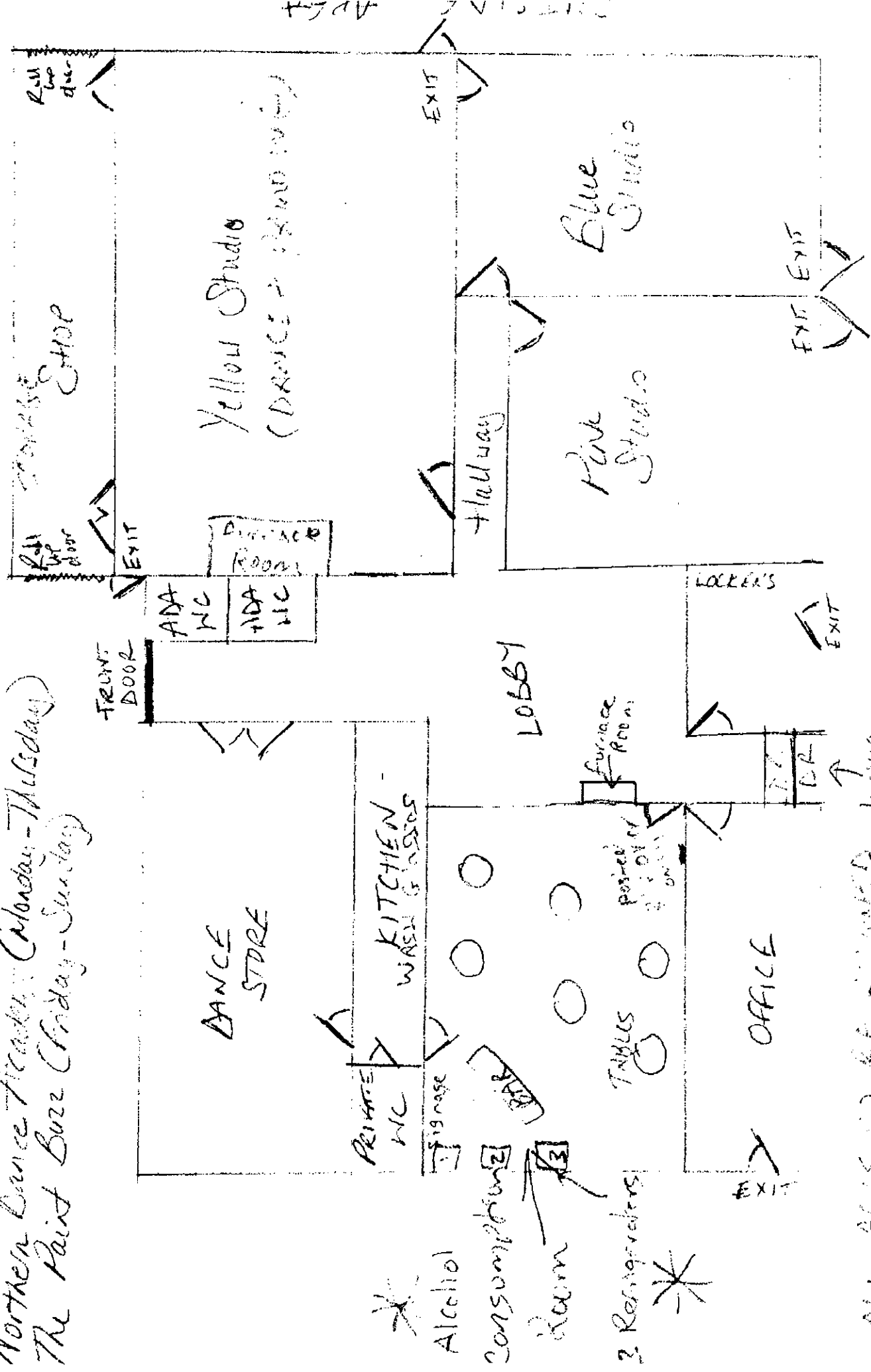
Cash/CK# 1022 Amount \$ 200

Received By: Teresa Janzen

City License # _____ County License # _____ State License # _____

County and State licenses must be presented prior to issuance of City license

Northern Dance Academy (Monday - Thursday)
 The Paint Buzz (Friday - Sunday)



ALL AREAS TO BE ACCOUNTED
 EVERYTHING EXCEPT
 ALCOHOL CONSUMPTION ROOM

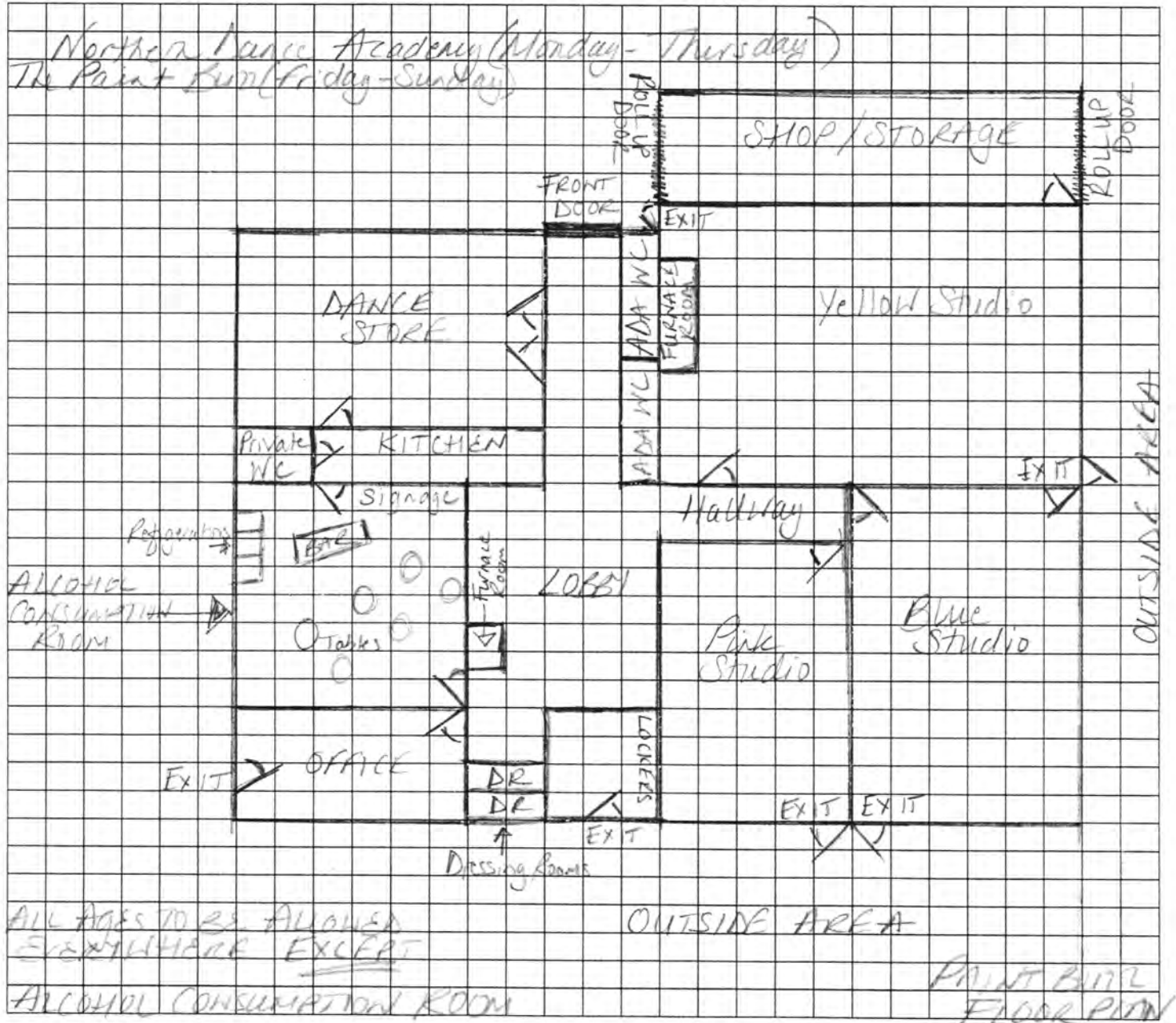
PAINT BUZZ ABC
 Floor plan 9/26/19

OUTSIDE AREA



Draw floor plan with dimensions of the premises in which the business will be conducted, including the location of the exits. Sketch may be placed either way on the space but be sure to indicate in the circle which is north. **If a diagram was provided to the State, that diagram must also be attached to this application.**

○ Indicate north in circle 1 square = 2 feet



City License # _____ County License # _____ State License # _____

County and State licenses must be presented prior to issuance of City license

2022-2023

NO 2022-298

KOOTENAI COUNTY
STATE OF IDAHO

RETAIL ALCOHOL BEVERAGE LICENSE

THIS IS TO CERTIFY THAT JANELLA MUSIC LLC
doing business as PAINT BUZZ (THE)
at 147 E AQUA CIRCLE STE 3, DALTON GARDENS ID 83815
a(n) LLC is licensed to sell Alcoholic Beverages as stated below, subject to the provisions

of Chapter 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of KOOTENAI COUNTY on July 6, 2004 at the Courthouse - County Ordinance 149B, Coeur d'Alene, State of Idaho.

Draft	<u>\$0.00</u>
Bottled/Canned Beer to be consumed on and/or off premises	<u>\$75.00</u>
Bottled/Canned Beer to be consumed off premises only	<u>\$0.00</u>
Liquor	<u>\$0.00</u>
Wine by the Bottle	<u>\$0.00</u>
Wine by the Drink	<u>\$100.00</u>
TOTAL FEE	<u>\$175.00</u>

Janelle
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE and EXPIRES
March 01, 2:00 AM 2023

Witness my hand and seal this 22nd
day of February, 2022

Jim Brannon
Clerk



(This license must be conspicuously displayed)

Idaho State Police

Cycle Tracking Number: 132003

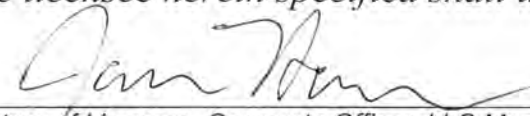
Premises Number: K-27128 **Retail Alcohol Beverage License**

License Year: 2023
License Number: 27128

This is to certify, that Janella Music LLC
doing business as: The Paint Buzz

is licensed to sell alcoholic beverages as stated below at:
147 E Aqua Circle Ste3, Dalton Gardens, Kootenai County

Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.
County and city licenses are also required in order to operate.



Signature of Licensee, Corporate Officer, LLC Member or Partner

Liquor	No
Beer	Yes <u>\$50.00</u>
Wine by the bottle	No
Wine by the glass	Yes <u>\$100.00</u>
Kegs to go	No
Growlers	No
Restaurant	No
On-premises consumption	Yes <u>\$0.00</u>
Multipurpose arena	No
Plaza	No

JANELLA MUSIC LLC
THE PAINT BUZZ
147 E AQUA CIRCLE STE3

DALTON GARDENS, ID 83815
Mailing Address

TOTAL FEE: \$150.00

License Valid: 03/01/2022 - 02/28/2023

Expires: 02/28/2023



Director of Idaho State Police





6360 N 4th Street * Dalton Gardens, Idaho 83815

Alcohol Beverage License Application

Unless Licensee is disqualified, approval of this permit does certify that the licensee is entitled to hold and use this Alcohol Beverage Catering Permit at the below designated premises, subject to provisions of Title 23 of the Idaho State Code and Dalton Gardens City Code Title 3.

LICENSE YEAR: 20 22

New License Application – Period: _____ to _____

Renewal of License – Period: 2022 to 2023

Transfer of License – Transfer from _____

<u>PREMISE SALES</u>	<u>RETAIL SALES</u>
<input type="checkbox"/> Beer by the Drink	<input checked="" type="checkbox"/> Beer Retail
<input type="checkbox"/> Wine by the Drink	<input checked="" type="checkbox"/> Wine Retail
<input type="checkbox"/> Liquor by the Drink	<input type="checkbox"/> Catering (please complete Catering Permit application)
<input type="checkbox"/> Beer for Consumption OFF Premises	
<input type="checkbox"/> Wine for Consumption OFF Premises	

APPLICANT INFORMATION

Name of Applicant: Bonnie Pooni

Applicant Phone Number: (208) 659-8436 Applicant Email: gogapooni@hotmail.com

Name of Business: P & N One Corporation DBA Dalton Market

Business Address: 5632 N 15th Street City: Dalton Gardens Zip: 83815

Mailing Address: Same City-State: _____ Zip: _____

Business Phone Number: (208) 762-7909 Business Email: _____

No license to sell alcoholic beverages will be issued to any applicant who:

1. Has, or any partner who has, or actual manager or officer of whom has:
 - a. Been convicted of the violation of any law of the state, or of the United States regulations, governing or prohibiting the sale of alcoholic beverages or intoxicating liquor within three (2) years or within three (3) years forfeited or suffered the forfeiture of a bond for their appearance to answer charges for such violation.
 - b. Been convicted of driving a motor vehicle under the influence of alcohol, drugs or any other intoxicating substances as defined in the jurisdiction in which the judgment was entered within three (3) years prior to the date of the making of the application for license and/or has not paid a fine, completed a sentence and/or parole for such conviction.
 - c. Engaged in the operation of, or has interest in, any house or place for the purpose of prostitution, or has engaged in the operation of any house or premises within the city limits of Dalton Gardens which has been declared and found to have been a moral nuisance as defined by city ordinances or state law.
 - d. Been convicted in any jurisdiction or received a withheld judgment for any crime concerning the possession of any controlled substance within five (5) years.
2. Has had a similar license revoked by any jurisdiction granting the license and/or had their license revoked by the state of Idaho or Kootenai County.

Please name all partners, officers, and managers (attach additional sheet if necessary):

1. <u>Sukhminder Pooni</u>	Position: <u>owner</u>
2. <u>Sarwan Nagra</u>	Position: <u>Owner</u>
3. <u>Bonnie Pooni</u>	Position: <u>Owner</u>
4. _____	Position: _____

City License # _____ County License # 2022-324 State License # 4223

County and State licenses must be presented prior to issuance of City license



APPLICANT SIGNATURE

I attest that I have read the above and that all partners, officers, managers, and I meet the qualifications listed, that the requirements of Section 3.2.08 of Ordinance #263 have been met, and declare under penalty of perjury that all statements made are true, correct, and complete.

Applicant Signature: *Bonnie Pooni* Date: 2-24-2022

Please print name: Bonnie Pooni

Subscribed and sworn to before me this 21th day of February, 2022

Teresa L. Janzen
Notary Public, Clerk or Deputy Clerk

Teresa L. Janzen
COMMISSION # 20192650
NOTARY PUBLIC
STATE OF IDAHO
MY COMM. EXP. 12/12/2025

Reside: Kootenai County

My Commission Expires: 12/12/2025

FOR CITY USE ONLY

APPROVALS:

_____ Mayor Signature Date _____

_____ City Planner Signature Date _____

_____ This application cannot be approved for the following reason(s):

City Clerk Department:

- _____ \$ 200.00 Beer or Wine by the Drink
- _____ \$ 375.00 Liquor by the Drink
- \$ 50.00 Beer Retail
- \$ 200.00 Wine Retail
- _____ \$ 20.00 Catering Alcohol Fee per day
- _____ \$ 5.00 Beer Transfer Fee

\$ 250 Total Due

Date Paid 2-24-22 Receipt # 008255

Cash/CK# 3502 Amount \$ 250.00

Received By: *Teresa L. Janzen*

City License # _____ County License # 2022-324 State License # 4223

County and State licenses must be presented prior to issuance of City license



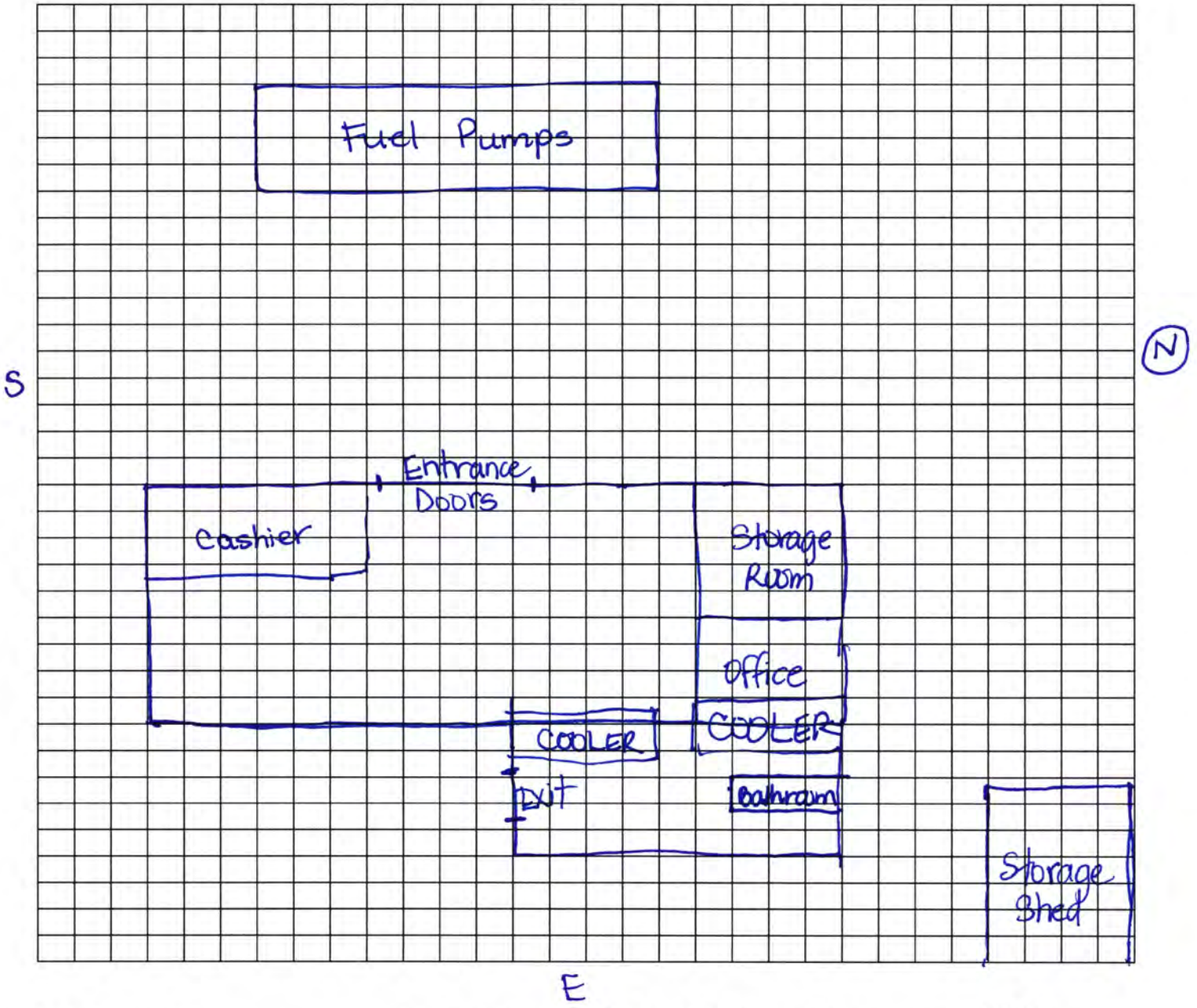
Draw floor plan with dimensions of the premises in which the business will be conducted, including the location of the exits. Sketch may be placed either way on the space but be sure to indicate in the circle which is north. **If a diagram was provided to the State, that diagram must also be attached to this application.**

W



Indicate north in circle

1 square = 2 feet



E

City License # _____ County License # 2022-324 State License # 42213

County and State licenses must be presented prior to issuance of City license

2022-2023

NO 2022-324

KOOTENAI COUNTY
STATE OF IDAHO

RETAIL ALCOHOL BEVERAGE LICENSE

THIS IS TO CERTIFY THAT P&N ONE CORPORATION
doing business as DALTON MARKET
at 5632 N 15TH STREET, DALTON GARDENS ID 83815

a(n) CORPORATION is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapter 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of KOOTENAI COUNTY on July 6, 2004 at the Courthouse - County Ordinance 149B, Coeur d'Alene, State of Idaho.

Draft	<u>\$0.00</u>
Bottled/Canned Beer to be consumed on and/or off premises	<u>\$0.00</u>
Bottled/Canned Beer to be consumed off premises only	<u>\$25.00</u>
Liquor	<u>\$0.00</u>
Wine by the Bottle	<u>\$100.00</u>
Wine by the Drink	<u>\$0.00</u>
TOTAL FEE	<u>\$125.00</u>

S. Magala
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE and EXPIRES
March 01, 2:00 AM 2023

Witness my hand and seal this 23rd
day of February, 2022

Jim Brunner
Clerk

(SEAL)

Idaho State Police

Premises Number: K-87

Retail Alcohol Beverage License

License Year: 2023
License Number: 4223

This is to certify, that P&N One Corporation
doing business as: Dalton Market

is licensed to sell alcoholic beverages as stated below at:
5632 N 15th Street, Dalton Gardens, Kootenai County

Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.
County and city licenses are also required in order to operate.

Liquor	No
Beer	Yes <u>\$50.00</u>
Wine by the bottle	Yes <u>\$100.00</u>
Wine by the glass	No
Kegs to go	No
Growlers	No
Restaurant	No
On-premises consumption	No
Multipurpose arena	No
Plaza	No



Signature of Licensee, Corporate Officer, LLC Member or Partner

<p>P&N ONE CORPORATION DALTON MARKET 5632 N. 15TH STREET</p> <p>DALTON GARDENS, ID 83815 <i>Mailing Address</i></p>

TOTAL FEE: \$150.00

License Valid: 03/01/2022 - 02/28/2023

Expires: 02/28/2023


Director of Idaho State Police





THE SWEEP, LLC
Professional Parking Lot Maintenance
P.O. Box 2018, Hayden Idaho 83835
772-4369 Fax 772-6150

January 26, 2022

City of Dalton
6360 N. 4th Street
Dalton Gardens, ID 83815

Regarding: 2022 Cleaning Agreement

Bike Path and Parking Lot Cleaning:

We hereby agree to clean the City Hall parking lot and the following bike paths once per month for \$240 per cleaning.

1. Both bike paths on 4th Street, 15th Street and Hanley Avenue
2. North side bike path on Dalton Avenue

Dalton Horse Arena Parking Lot Cleaning:

We hereby agree to clean the parking lot at the Dalton Horse Arena once per month for \$40 per cleaning.

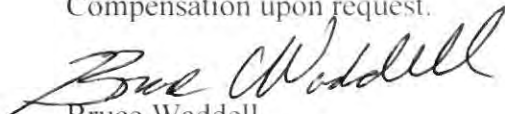
Roundabout Cleaning:

We hereby agree to clean the roundabout at the intersection of 4th Street and Hanley Avenue as requested for \$160 per cleaning.

These prices are good for the 2022 cleaning season.

All work is guaranteed to be performed and completed in a substantial workmanlike manner with the payment due upon receipt of invoice.

THE SWEEP, LLC will provide certificates of Liability Insurance and Workman's Compensation upon request.


Bruce Waddell
Manager/Member

AGREEMENT ACCEPTED BY: _____

Print Name	Signature	Date
Primary Contact	Email Address	Phone Number



P.O. Box 1093
Hayden, Idaho 83835

Phone # (208) 691-7788
Email : nick@northwestsweepingcda.com

Street Sweeping PROPOSAL -- AGREEMENT

Customer: City of Dalton Gardens **Job:** Dalton Garden street sweeping project

Location: Dalton Gardens, ID 83815

SERVICES PERFORMED:

Northwest Sweeping will sweep the bike paths for the following streets: 4th St, 15th St, Hanley Ave and Dalton Ave in Dalton Gardens city limits 4 times per year. Northwest Sweeping will provide additional sweeping outside of the 4 four times per year at an hourly rate and on call as authorized by the city of Dalton. Additionally, Northwest Sweeping will sweep the Dalton Arena and Dalton Garden City Hall on call as requested by the city of Dalton.

<u>Description:</u>	<u>Four times a year sweeping streets</u>	<u>Cost per time</u>
Sweep bike paths on streets 4th St, 15th St, Hanley Ave and Dalton Ave		\$550.00

<u>Description:</u>	<u>On call sweeping streets for extra sweeping</u>	<u>Cost per hr</u>
Sweep bike paths on streets 4th St, 15th St, Hanley Ave and Dalton		\$100.00

<u>Description:</u>	<u>Dalton City Hall On call</u>	<u>Cost per time</u>
Sweep bike paths on streets 4th, 15th, Hanley & Dalton		\$80.00

<u>Description:</u>	<u>Dalton Arena sweeping on call</u>	<u>Cost per time</u>
Sweep round about on 4th St and Hanley Ave		\$85.00

<u>Description:</u>	<u>Round about 4th St and Hanley Ave On call</u>	<u>Cost per time</u>
Sweep round about on 4th St and Hanley Ave		\$100.00

Dalton Gardens City Streets

PROPOSAL -- AGREEMENT

We propose hereby to furnish material and labor – complete in accordance with above specifications.

Authorized Signature: _____ Nick J Westberg _____ Date: 2-25-2022 _____

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

TERM: This agreement may be terminated by the parties with a 30 day written notice.

Payment terms : payment will be made within 30 days of the invoice received by the customer if not paid in 30 day of receiving invoice the customer will receive a late penalty and could void contract which would result in operations on sites to halt and 1.5 % interest will be add to invoice's each month the bill is not paid . If invoice is still not paid within these terms Northwest sweeping will pursue customer in full legal action which all cost will be pay by customer

INDEMNIFICATION: Northwest Sweeping agrees to indemnify Customer from and against loss, damage, liability, and expenses arising out of any claim for loss of, or damage to, property and for injury to, or death of, persons caused by Northwest Sweeping negligence or willful misconduct in its performance of this agreement; provided, however, that such indemnification shall not apply to the extent that such claims for loss, damage, injury or death are caused by the negligence, willful misconduct or breach of the agreement by Customer, its agents, employees or other parties.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Position / Title _____

Signature _____

Billing Address _____

Address

City / State / Zip Code

Date _____