

City of Dalton Gardens
Regular City Council Meeting Minutes
Thursday December 14, 2023
Meeting conducted via teleconference and in person.

1. **CALL TO ORDER REGULAR CITY COUNCIL MEETING:** Opened 6:01 PM
2. **ROLL CALL:** Councilmembers Robert Wuest, Tyler Drechsel, Scott Jordan, Aaron O'Brien and Mayor Edwards were physically present; Also present: Teresa Janzen-City Clerk/Treasurer, Candi Baker-Deputy Clerk, Mark Lyons- City Attorney and Ryan Hughes-City Planner.
3. **PLEDGE OF ALLEGIANCE:** Lead by Mayor Edwards
4. **APPROVAL OF CONSENT CALENDAR:**
 - a. Minutes from the Regular Meeting November 9, 2023
 - b. Minutes from the Special Meeting December 1, 2023
 - c. Ratification of Bills from November 1-30, 2023
 - d. Monthly Financial Statement November 1-30, 2023

RWuest made a motion to approve items a and b with discussed changes. TDrechsel seconded.

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

RWuest made a motion to table item c and d, Ratification of Bills from November 1-30, 2023, and the Monthly Financial Statement November 1-30, 2023, until the January meeting. SJordan seconded.

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

Councilmember RWuest requested that October 12, 2023, minutes be amended. City Business regarding firearms, be clarified to reflect archery as prohibited. Also correct grammatical errors and add clarifying statements made regarding ARPA funds. RWuest also suggested a separate balance sheet for the ARPA funds to maintain an accurate balance register. RWuest requested clarification on the ratified bills list vs the budget to actuals, including a discrepancy for double payment to Service Master Cleaning, and a secondary payment to Mr. Moms Carpet Cleaning. TJanzen stated that she will check the invoices paid to Service Master and update the council at the January 11, 2024, meeting. She also explained that Mr. Moms payment incurred a fee through the City's bank when attempting to cash payment for services. SJordan inquired about the city credit card usage for the City Hall furniture and TJanzen explained that those funds were from ARPA and approval prior to purchase was obtained through the Mayor. TDrechsel requested that all future spending from ARPA be disclosed to the council prior to purchasing. TDrechsel suggests approving bills prior to payment moving forward in 2024.

5. **CITY REPORTS**

- a. **City Engineer:** Christine Baker gave an update on the concluded speed study. She reviewed the previous speed studies performed from 2012 and 2021 to compare them to the 2023 results. She explained that the speed study includes traffic counts to average daily traffic, in addition to many other factors. Her final report with recommendations will be presented at the January 11, 2024, meeting. Change order for the upgraded Child Pedestrian Safety project items will be shipped on

December 16, 2023. City Hall parking lot topographic data has been collected and is being processed.

- b. **City Planner:** Ryan Hughes updated the council of the Planning & Zoning's progress regarding commercial corridor outreach to assist in next steps towards the comprehensive plan. He also informed the council that the Commission will be inviting Dalton Market to discuss future potential uses for their lot. RHughes gave updates of the current permits issued and projects that staff have been working on.
- c. **City Attorney:** City attorney Mark Lyons had no update to report.
- d. **KCSO:** TJanzen updated the council on the 30 traffic stops in the past month, 18 citations, 1 hit and run reported, 1 VIN check, 1 trespassing, and two accidents.

6. **PUBLIC COMMENT:** Opened 7:05 PM - Closed 6:37 PM

Michael Martens: 7231 N Colfax- Mr. Martens addressed the council regarding a damaged stop sign and the cost of the post since the city has planned to replace a posts in the city in the future.

Sandra Sonnen: 7447 N Valley Street- Commended Jim Wuest and the council for the Christmas lights on the public spaces for how festive and welcoming Dalton Gardens appears.

7. **CITY BUSINESS:**

- a. **Consideration of HMH Direction for Chip-Seal FY24:** CBaker communicated that the City of Coeur d'Alene declined partnering for the FY24 chipseal. The council requested that CBaker inquire on partnering to purchase only. The council decided to chip seal Hanley Ave and Davenport in FY24. CBaker also informed the council that repairs will need to be made to Davenport prior to chip-seal. The council communicated that they would like HMH to have consistent on-site involvement in the chip seal application.

SJordan made a motion directing HMH to obtain cost bids for the FY24 chip-seal bids not to exceed the engineer estimate of \$325,000.00. RWuest seconded.

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

- b. **Consideration of 2024 Meeting Dates for Council and P&Z:** The City Clerk presented the proposed dates for 2024. TDrechsel suggested discussing the meeting dates again after the upcoming council is appointed and allowing the upcoming council to make changes if necessary.

TDrechsel made a motion to post the 2024 meeting dates for the city council and P&Z but have a second discussion with the upcoming council for potential changes if necessary.

AO'Brien seconded.

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

- c. **Consideration of the Board of Canvassers of Election Results:** The City Clerk explained to the council the mandatory presses to post election results.

TDrechsel made a motion to accept the Board of Canvassers Election Results from November 14, 2023, for the AO'Brien seconded.

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

- d. **Consideration of Snowplow Policy Amendment:** SJordan discussed the concern of using the grader after the recent chip-seal. This would be an attempt to preserve the roads. SJordan communicated that there is no need to change the policy, but to simply discuss judgment calls

with the staff using the equipment. City attorney Mark Lyons recommended not adding detail but guidelines instead. Erik Killen, city street maintenance, road master, & street expert, suggested that clear roads and public safety should be the guideline followed. He also explained that the chip-seal process was poor quality and a failure.

No Action Taken

- e. **Consideration of direction to staff regarding GOVOffice/Catalis:** The City Clerk suggested the council allow her to proceed researching alternative providers to GOVOffice/Catalis prior to their price increase that will take place in June of 2024. The council directed the clerk to research alternative providers to present to the upcoming council. SJordan informed the council that the Deputy Clerk has offered to fill gift tags for him on her own time. He asked if any council members were opposed to this. All council members agreed.

f. **Discussion of January Items:**

- Deputy Clerk bonus for the community Christmas event.
- 2024 meeting dates for council and P&Z

8. EXECUTIVE SESSION (if needed) Idaho Statute 74-206: Opened 7:37 PM Closed 9:54 PM


TDrechsel made a motion enter Executive Session under Idaho Statute 74-206 1B.

SJordan seconded.

SJordan: yes RWuest: yes TDrechsel: yes AO'Brien: yes

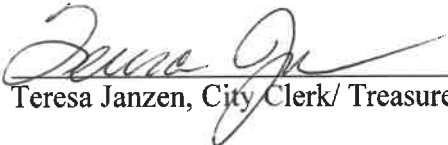
Motion carries.

**9. ADJOURNMENT: TDrechsel made motion to adjourn. SJordan seconded.
All in favor. Adjourned 9:54 PM**



Dan Edwards, Mayor

ATTEST:



Teresa Janzen, City Clerk/ Treasurer