

**City of Dalton Gardens**  
**Regular City Council Meeting Minutes**  
**Thursday February 8, 2024**  
Meeting conducted via teleconference and in person.

1. **CALL TO ORDER REGULAR CITY COUNCIL MEETING:** Opened 6:00 PM
2. **ROLL CALL:** Councilmembers Sue Supp, Tyler Drechsel, Scott Jordan, Gary Sonnen and Mayor Jernigan were physically present; Also present: Teresa Janzen-City Clerk/Treasurer, Mark Lyons- City Attorney. Ryan Hughes-City Planner attended via Zoom.
3. **PLEDGE OF ALLEGIANCE:** Lead by Mayor Jernigan
4. **APPROVAL OF CONSENT CALENDAR:**
  - a. Minutes from the Regular Meeting January 11, 2024
  - b. Ratification of Bills from January 1-31, 2024
  - c. Unpaid Bills January 1-31, 2024
  - d. REVISED November 1-30, 2023, Finance Statement
  - e. REVISED December 1-31, 2023, Finance Statement
  - f. REVISED 1<sup>st</sup> Quarter Treasurer Report
  - g. REVISED ARPA Expenditure Tracker

**TDrechsel made a motion to approve item a with minor changes, items b and c, table d, e, f, and approve item g. SSupp seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes**

**Motion carries.**

Councilmember Supp discussed a meeting with the Clerk/Treasurer to resolve her questions regarding the October 2023 financial statement before approving the Revised November financial statement, Revised December financial statement, and the Revised 1<sup>st</sup> Quarter Treasurer Report.

5. **CITY REPORTS**

- a. **City Planner:** Ryan Hughes gave an update of the Planning and Zoning commission's efforts to mail the commercial district to survey the tenants and owners for future commercial district improvements. He also gave an update of the commission's intent to discuss zoning options for Dalton Market.
- b. **City Engineer:** Christine Baker gave an update on Child Pedestrian Safety project finalization, and inspection of the flashing school zone markers. City Hall parking lot exhibits are being drafted to present to the council. Chipseal project for FY24 confirmation of Davenport and Hanley, bids are still being processed. Davenport will require fixing of heaves from tree roots and crack-sealing prior to chip-sealing. The City Engineer reminded the council that HMH Engineering conducted the speed study per the council's unanimous request. SJordan requested pricing for all roads to be crack sealed in FY24, that haven't been sealed since 2022. GSonnen requested diagnosis on the arena road and pricing on remedy if needed.
- c. **City Attorney:** No Report
- d. **KCSO:** Deputy Creighton was absent. Mayor Jernigan updated the council of 35 stops and 14 citations.

**e. Council Reports:**

**SSupp** reported her review of account activities and is still working on obtaining information on funding sources, including building permits. She has meetings scheduled with Clerk/Treasurer to review finances further.

**GSonnen** reported that the integrity of the arena driveway should be addressed. Additionally, the concession stand and restrooms do not have lights, nor GFI protective outlets. Exterior lights as a project for the arena, and clean up the dead shrubs and trees, and replace with new ones. Early bid reflected a rough estimate of \$3750.00 - \$3225.00. He suggested ARPA funds to complete the projects.

**TDrechsel** gave an update on the City Hall updates, including alarm/camera system and fire system. Project will be completed within a week and remotely accessible. Keycard door access installation will be the next step to the project.

**SJordan** suggested road-patching, Wilbur Ave at 4<sup>th</sup> St, N 15<sup>th</sup> St, Baillie St., and Mt. Carrol at Prairie. Additionally, SJordan requested bids for sweeping because of the recent chip-seal. Canfield, west of 16<sup>th</sup> St to 15<sup>th</sup> St., Valley, Dalton to Prairie, 17<sup>th</sup> St, Hanley Ave to Dalton Ave, 16<sup>th</sup> St., Dalton to Woodland St., Colfax St., Dalton Ave. to Prairie Ave., all streets within the city that were chip-sealed in FY23. Additionally, the trees obstructing the street views need to be trimmed. Paving the width of Dalton Ave, using ARPA funds. Street signs throughout the city to be enlarged and reflective.

- f. Clerk/Treasurer Report:** Clerk updated the council that the office furnishings have been moved out of the ARPA fund classification and provided them with the receipt list. She also reminded the council that the Budget Hearing Notification needs to be set and finalized. The City Council meeting dates, if changed, would make August 28, 2024, meeting the ideal time for the Budget Hearing. An ongoing investigation of website hosts has produced several new options, but no host has been selected yet.

**6. PUBLIC COMMENT:** Opened 6:42 PM - Closed 6:50 PM

**Cheryl Christopherson-** Submitted written comments via email requesting paving for Dalton Ave, east of 17<sup>th</sup> Street.

**Ken Durbin-** 7743 N Rude St.- Excessive chip-seal gravel on his property and in his yard. He requested that the council consider alternative methods and sweeping.

**Rebecca Supp-** 7024 N 16<sup>th</sup> St.- The significant amount of gravel left from chip-seal has required additional property maintenance and suggested that residents are given adequate notice of when sweeping will occur to return excess gravel from yards into the street.

**7. CITY BUSINESS:**

- a. Consideration of FY24 Nexus Planning Contract:** The council reviewed the contract proposed by Nexus Planning.

**SSupp made a motion to approve the Nexus Planning contract for FY24. TDrechsel seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes**

**Motion carries.**

**b. Consideration of Smoke and Suds AL 24-1 Renewal:** City Clerk Janzen advised that AL 24-1 was a renewal with no changes from the previous year.

**GSonnen made a motion to approve the alcohol license AL 24-1 for Smoke & Suds. SSupp seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

**c. Consideration of Dalton Market AL 24-2 Renewal:**

City Clerk Janzen advised that AL 24-2 was a renewal with no changes from the previous year.

**TDrechsel made a motion to approve the alcohol license AL 24-2 for Dalton Market. SJordan seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

**d. Consideration of Appeal of Administrative Decision for Fees and Fines for BP 23-51-**

**Zylstra:** The city planner presented the appeal and the actions taken by the applicant and the course of action taken by staff as outlined in the current city code and fee schedule. The City Clerk gave a presentation on how building permit fees and fines are calculated. Building Inspector MBass presented the demolition and foundation work done before permitting and that the Applicant was verbally warned to not work without a permit. The council discussed the process and heard from the applicant.

**SSupp made a motion to approve Appeal BP 23-51 and refund the unpermitted work fine of \$3,108.00. SJordan seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

**e. Consideration of Ordinance to change City Council meeting dates:**

**SJordan made a motion to suspend reading the Ordinance to change City Council meeting date on three different days and have the title of the proposed ordinance read once.**

**TDrechsel seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

**City Clerk Janzen read the title of the proposed ordinance.**

**SJordan made a motion to adopt the Ordinance to change City Council meeting dates and direct the City Clerk to assign the appropriate number, and to publish once upon passage in the Coeur d'Alene Press. TDrechsel seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

**f. Discussion of February 28, 2024, meeting agenda items:**

- **Ratification of Sacco De Campos annual contract**
- **Speed Study Discussion with HMH Engineering**
- **Parking Lot Proposal**
- **Fulfillment of Code Enforcement position**
- **Load Limits**
- **Website Hosting Change**

- Expired Permit Compliance direction
- Surplus Property Disposal
- Retention Schedule Amendments
- PHD presentation for SMA update with education on proposed CMR ordinance.
- ARPA funds expenditure discussion
- Dead Tree Removal bids for arena

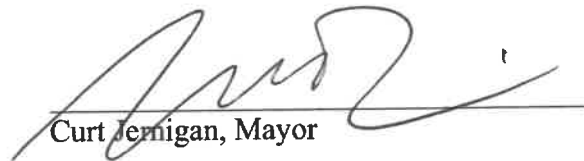
9. **EXECUTIVE SESSION** (if needed) Idaho Statute 74-206: Opened 7:48 PM Closed 9:02 PM  
 Idaho Statute 74-206-1b to consider the evaluation, dismissal or discipling of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and 74-206-1b To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement.

**TDrechsel made a motion to enter Executive Session under Idaho Statute 74-206-1b. SJordan seconded.**

**SJordan: yes SSupp: yes TDrechsel: yes GSonnen: yes Motion carries.**

10. **ADJOURNMENT:**

**TDrechsel made motion to adjourn. SJordan seconded.  
 All in favor. Adjourned 9:03 PM**

  
 Curt Jernigan, Mayor

ATTEST:

  
 Teresa Janzen, City Clerk/ Treasurer