

City of Dalton Gardens
Regular City Council Meeting Minutes
Wednesday, March 27, 2024
Meeting conducted via teleconference and in person.

1. **CALL TO ORDER REGULAR CITY COUNCIL MEETING:** Opened 6:00 PM
2. **ROLL CALL:** Councilmembers Gary Sonnen, Scott Jordan, Sue Supp, Tyler Drechsel, and Mayor Jernigan were physically present; Also present: Susan Weeks- City Attorney, and Teresa Janzen-City Clerk/Treasurer. Ryan Hughes- City Planner attended via Zoom.
3. **PLEDGE OF ALLEGIANCE:** Lead by Sheriff Bob Norris
4. **APPROVAL OF AMENDMENT TO AGENDA to include the following action items:**
 - a. Initial renegotiation of Area of City Impact Ordinance with Kootenai County
 - b. Authorize hiring Jill Ainsworth as an Independent Contractor for Code Compliance

TDrechsel made a motion to approve the amendments of the agenda with the addition of the items indicated to the City Business as action items. SJordan seconded.
GSonnen: yes SSupp: yes SJordan: yes TDrechsel: yes Motion carries.
5. **APPROVAL OF CONSENT CALENDAR**
 - a. Minutes from the Regular Meeting February 28, 2024
 - b. Minutes from the Regular Meeting March 1, 2024
 - c. Minutes from the Special Meeting March 20, 2024
 - d. Revised financial statement November 1-30, 2023
 - e. Revised financial statement December 1-31, 2023
 - f. 1st Quarter Fiscal Year 2024 Treasurer Statement
 - g. Financial Statement from January 1-31, 2024
 - h. ARPA Statement January 31, 2024
 - i. Financial Statement February 1-29, 2024
 - j. Ratified Bills March 1-27, 2024
 - k. Unpaid Bills March 1-27, 2024

SSupp made a motion to approve consent calendar items a, b, c, j, and k as presented and to table items d-i. SJordan seconded.
TDrechsel: yes GSonnen: yes SJordan: yes SSupp: yes Motion carries.
6. **CITY REPORTS:**
 - a. KCSO- Sheriff Norris introduced the newly assigned Dalton Deputy, Brandon Taheri. He began his service to the city today.
 - b. City Planner- Ryan Hughes attended via Zoom; council and Mayor did not have any questions on his submitted written report.
 - c. City Attorney- reviewed and revised the contract for Practical Accounting Services as well as did a brief review of a public records request. Should the council approve the hiring of Jill Ainsworth, she will also be creating that contract.
 - d. Clerk/Treasurer Report – deployed the LID 2 annual invoices. Talked about the ICCTFOA District meeting where a legislative bill packet was provided for summarized items before the legislature. She

provided that packet resource to the Mayor.

e. Mayor & Council Reports

•SJordan-

- Will be scheduling street sweeping on Davenport, Rude, Valley, Colfax, E Canfield and 17th. Will let the Clerk know so it can be posted on the website so citizens can return gravel from their yards to the roads to be swept up.
- Will no longer be double chip sealing and will begin using 1/2" chip instead of the 3/4".
- Will be taking care of potholes on Baillie and Prairie near Baillie.
- Will also be getting new street signs and proposing getting bigger letters on the signs so they are easier to see.

•TDrechsel-

- The installation of the camera system in City Hall has been finished.
- The fire alarm and burglar alarm are up and working.
- The keycode door locks have also been installed and hope to have a training next week. SJordan asked if the keycode door locks can be used on the shop as well. TDrechsel will work with Evergreen Security to find a solution.

•GSonnen-

- Jim Wuest plans to start flower bed planting in early May and spends about \$200. Asked if all the flowers came out of parks or split some with streets? SJordan answered it comes out of parks.
- Jim Wuest had 4 hours of community service labor help at the arena.
- Will have Jim Wuest repair the broken window in the tower at the arena and install a handrail as well.
- The Clerk pointed out the raggedness of the Idaho flag at City Hall. He would like to use a local vendor to purchase the new flag from.
- Will order a porta potty for the season May 1-September 30.
- The catch basin at the arena is working but still unknown where it empties to.
- Grace Tree Service finished the service requested on the arena and park trees. They accidentally made ruts in the city park. They fixed them and Jim Wuest will reseed.
- Talked through the concept of the City Park proposal to add paved walking path with resting benches, a covered picnic table, and a central playground. TDrechsel shared about a Blue Cross of Idaho Grant they were made aware of today for \$20,000 as a local state grant. Mayor and council asked to have a surface for the walking trail that is slip resistant and soft as possible.

•SSupp-

- Spent a lot of time at city hall looking closely at what they need for project reporting. Working off public documents and can't guarantee their accuracy. Hoping to give guidance to Stephanie so she gives the kind of reports they need.
- Will be attending a grafting class at Athol Orchards on 4/20/24 to learn how to graft the Dalton apple tree onto root stock.

7. **PUBLIC COMMENT: Opened at 6:27 PM- Closed at 6:35 PM**

- Clark Young- 7684 N 16th Street; concerned about rising city expenses and encouraged the council to not spend more than the city brings in.

- Rebecca Supp- 7024 N 16th Street; Thanked the Mayor and council for the work they are doing. She offered to help with fundraising for the proposed playground area and encouraged finding a non-slip surface for the proposed walking path.
- Carrie Chase- 7512 N 4th Street; Shared her feeling that Dalton Gardens needs to be on a spending freeze as the budget is in shambles. She disagreed with Councilmember Jordan about his proposal to enlarge the text of the street name signs being a need and votes no new signs. She would also like to see city council meet twice per month.
- Karen Kimball- 6975 N 16th Street; feels we should have a porta potty for everyday use and the bathrooms open just for events at the Horse Arena. Since the bathrooms have been previously vandalized, she recommends going to the stainless-steel toilets.
- Andy Smith- 6871 N Mt Carrol; attended via Zoom and shared they could not hear public comment.

*It was discovered the microphone for the podium was not working and could not be fixed during the meeting.

8. CITY BUSINESS:

- Initial renegotiation of Area of City Impact Ordinance with Kootenai County
TDrechsel made a motion to authorize the City Attorney to assess the potential need for renegotiation of the Area of City Impact Ordinance with Kootenai County as the part of the standard 5 year review. SJordan seconded.
SJordan: yes SSupp: yes GSonnen: yes TDrechsel: yes Motion carries.
- Authorize hiring Jill Ainsworth as an Independent Contractor for Code Compliance
SSupp made a motion to authorize Mayor Jernigan to offer a contract to Jill Ainsworth for 45 days at \$35/hour for up to 15 hours/week, reporting to the Mayor or Council President. SJordan seconded.
GSonnen: yes SJordan: yes SSupp: yes TDrechsel: yes Motion carries.
- Discussion of City Park Proposal

Potential design presented to council for potential walking surface with resting benches, playground, and covered picnic table area. The council would like to see surface options for the walking path. GSonnen will return to the council with cost projections and surface options. The council is also interested in potential grants, memorial stones or benches, business donations and Rebecca Supp offered to help with fundraising. Target age range of 5–12-year-olds for the potential play structure. Potentially have a resident work party to install the play structure. The mayor asked to make sure we have a budget line item in place for maintenance and repair forecasts.
- Consideration of Electrical Work at Arena Contract

GSonnen presented 2 proposals for electrical work at the arena to address the need for repairs. He highlighted the need for new provision of lights at each exterior door. The proposal is to replace the current mercury vapor lights with photocell wall packs that would be warmer and softer light and directed down. In picnic gazebo, lights are busted out. New fixtures would be fully enclosed so less susceptible to kids throwing rocks at them.

TDrechsel made a motion to hire Pride Electric via contract for the proposed electrical work at the City Horse Arena in the amount of \$2,246.00 which includes the \$550 option to

add lights to both ends of the building. The expense is to be billed against the ARPA funds as safety items and authorizing Mayor Jernigan to execute the contract. SSupp seconded. SSupp: yes GSonnen: yes TDrechsel: yes SJordan: yes Motion carries.

e. Consideration of FY24 Clerk/Treasurer Training Proposal

Amended during the City Council meeting on April 24, 2024, to suspend all FY24 travel and training for Clerk/Treasurer training.

SSupp made a motion to reject all training and travel for FY2024 as a cost savings measure. TDrechsel seconded.

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

f. Consideration of Contract for Financial and Administrative Services with Practical Accounting Services.

SSupp recommends using Practical Accounting Services to resolve unstated monthly financial issues to be fair and make sure the proper procedures and controls points are in place. She sees it as a vaccine against rumors in the city.

TDrechsel asked if the City Attorney had vetted the contract- yes and the changes were accepted. One modification to be written in is the start date to be 3/28/2024.

GSonnen asked where this is budgeted for.

SSupp suggested using the Deputy Clerk Wages line item as it will work out to be about the same amount of money. If more money is needed, can use the contingency fund.

TDrechsel highlighted that in the February meeting, Council also agreed to bring Candace Baker back as well.

TDrechsel asked if this would take the place of the forensic audit (approved in January 2024 but not acted on to date)? SSupp said this contract would look at the financials for FY24 and that they could rely on the books and then Council could revisit any other audits after their reports. She has also asked that they look at LID 1 and LID 2 properly in the past. This contract would go through September 2024 but can be severed with 14 days' notice.

SSupp made a motion to hire Practical Accounting Services as an Independent Contractor for Financial and Accounting services at an hourly rate of \$50/hour for bookkeeping and administrative work and \$75/hour for financial planning with a monthly cap of \$4,300 and billing reflecting only hours worked and to report to the Mayor, and authorize the Mayor to sign the contract. The Expense is to bill through the Deputy Clerk Wages line item.

TDrechsel seconded.

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

g. Discussion of April Agenda Items

iii-A Annual presentation

City Engineer to be present at next meeting- SJordan would like to speak with them about chip sealing FY2024 and paving at the end of Dalton Ave.

PHD critical materials ordinance- will target May meeting

City Attorney will report on the ACI negotiation next month

9. **EXECUTIVE SESSION:** Idaho Statute 74-206-1(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order


to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; 74-206-1(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent; 74-206-1(i) 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 into executive session pursuant to Idaho Statute 74-206-1(a), (b), and (i). SJordan seconded.**

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

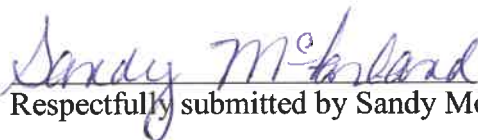
5 minute recess and then Council entered executive session at 7:26 PM and returned at 9:05 PM

10. ADJOURNMENT

**SJordan made a motion to adjourn. SSupp seconded.
All in favor. Motion carries. Adjourned at 9:05 PM**


Curt Jernigan, Mayor

ATTEST:


Respectfully submitted by Sandy McFarland, City Clerk