

City of Dalton Gardens
Regular City Council Meeting Minutes
Thursday, January 12, 2023 @ 6:00 PM
Meeting conducted via teleconference and in person.

1. **CALL CITY COUNCIL MEETING TO ORDER:** Mayor Edwards called to order at 6:00 PM
2. **ROLL CALL:** Councilmembers Robert Wuest, Scott Jordan, and Tyler Drechsel were physically present; Mayor Edwards attended via Zoom; Councilmember Aaron O'Brien was absent. Also present: Teresa Janzen-City Clerk/Treasurer, Ryan Hughes-City Planner, and Chris Gabbert- City Attorney.
3. **PLEDGE OF ALLEGIANCE:** Lead by Council President TDrechsel
4. **APPROVAL OF CONSENT CALENDAR:**
 - a. Minutes from the Regular Meeting December 8, 2022
 - b. Ratification of Bills from December 1-31, 2022
 - c. Monthly Financial Statement December 1-31, 2022
 - d. 1st Quarter FY2023 Treasurer's Report December 31, 2022

City Attorney Gabbert clarified for the record that the agenda has a typo and there was no Code Compliance Manual item on the January 12, 2023, agenda. RWuest requested a change in the December 8, 2022, minutes for his comment to reflect his request for Andy Smith to comment on how to measure height on Woodland Dr not asking what surrounding communities measure.

TDrechsel made a motion to approve the consent calendar items a-d with the listed changes. SJordan seconded.

RWuest: yes SJordan: yes TDrechsel: yes Motion carries.

5. **CITY REPORTS**

- a. **City Engineer:** Christine Baker gave an update that December was just routine reviews; there are 11 open ROW permits; Child Pedestrian Safety Improvements are on hold for the weather.
 - SJordan asked for information on 2023 chip-sealing. She will draft a proposal and bring it back to the City Council.
- b. **City Planner:** Gave update on items P&Z is working on short plat subdivision ordinance public hearing scheduled for 1/26/23 meeting; discussion on proposed changes for Lot Line Adjustment provisions; Code Compliance Policy Manual-looking forward to Councils edits to continue moving forward.
- c. **City Attorney:** No updates to address.
- d. **KCSO:** Deputy Wallace gave an update on December numbers and will be bringing a proposal for a city owned LiDAR radar unit to allow them to clock speeds besides forward and aft.

- Clerk Janzen advised Council that website updates have been made and residents can now see current traffic citation numbers under Government→City Council

6. PUBLIC COMMENT: Opened 6:18 PM - Closed 6:25 PM

- a. Sue Supp- 7024 N 16th St; Felt her comments from December 8, 2022, did not fully reflect her concerns. We need to look at how published financial reports reflect reality. Carryover from last year showing as an income. Do not have an expenditure line showing how the restricted donations will be spent. TDrechsel indicated that everything is being recorded via GAAP. Previous Treasurer Anderson left no trail of how donations were tracked or used. Deficiency we cannot overlook. Re-open the budget for road repairs on Hanley and deal with the deficiency about the picnic funds then.
 - * SJordan asked the Clerk/Treasurer if we have an Accountant for the City. The treasurer indicated yes and reiterated that the accountant has fully reviewed how the donations and expenditures are being tracked and agrees that it is being tracked and reflected correctly. There is nothing further the city needs to do.
 - * RWuest expressed concern that donations are not being tracked, what impact it might have on future grant applications, and budgeting. The Clerk/Treasurer reiterated that she has fully tracked all donations appropriately and anything that is project specific is also tracked in the Clerk's office as part of that project. Additionally, carryover income from a previous fiscal year cannot show as income in the current fiscal year as it was the prior year income.

7. CITY BUSINESS:

- a. Consideration of Dalton Market Sign Permit# 23-2: City Planner gave his staff review that the sign permit is coming to council based on Dalton Market's status of legal pre-existing, non-conforming use. DGCC 5-11-6 addresses sign permit processing for such properties.

The council discussed the current verified height of the sign and the details of the branding package included for Dalton Market. RWuest requested that all final details regarding the changes to Dalton Market signage be added to the parcel file with detailed and verified measurements and specifications and photos for any future changes. Mayor Edwards asked if there have been any complaints of brightness since 2016 when the sign became digitally illuminated. City Clerk TJanzen indicated the only resident complaint questioned the application/permitting process for Dalton Elementary requiring council approval prior to sign allowance, vs Dalton Market's unpermitted lighted sign. SJordan asked Dalton Market business owner, Bonnie Pooni, to verify that the existing sign is double sided. RWuest stated that the existing sign must meet the standard outlined in the code. SJordan requested an electrical inspection be made to the sign to verify that it meets current electrical code requirements, and that modifications made to existing structures by 76 submit proof that existing pole and canopy met building safety requirements at the time modifications were made, and electrical permits and inspections

performed by state electrical official for modifications be submitted to the city. Mayor Edwards suggested approval of sign permit upon approval of conditions requested by council.


SJordan made a motion to approve Dalton Market sign permit #SIGN 23-1 as is upon fulfillment of Conditions Of Approval in the Order of Decision 8.1- Pursuant to DGCC 5-11-11(G), issuance of sign permit shall be conditioned upon receipt of construction drawings stamped by an architect or engineer licensed in the State of Idaho. 8.2- Application or proof of application for electrical permits shall be obtained from the state electrical official. 8.3- Installation of any sign and message center shall comply with all standards outlined in DGCC 5-11-11(F), *Electrical Signs And Message Centers*. TDrechsel seconded.

RWuest: yes SJordan: yes TDrechsel: yes Motion carries.

- b. Discussion of LID #2 Balance: City Clerk presented the council with an updated payoff for LID#2 and provided councilmember RWuest with a paper statement per request. TJanzen reviewed the life of the LID#2 loan and the amortized annual payment schedule. RWuest inquired about refunding from LID's and would like direction from bond council. TJanzen explained that she has taken her direction from bond council and that LID's are not refundable.
- c. Discussion of February Agenda Items:
 - i. Workshop on Financial Transparency and looking at a potential resolution before potential Levy rate increase.
 - ii. Workshop on Code Compliance Manual updates- written edits due to Clerk by 1/27/23 @ 4 PM to be included in this workshop.
 - iii. Short Plat ordinance might be a March item depending on outcome of P&Z public hearing.
 - iv. Records Retention Policy update pushed out until March meeting.

TDrechsel updated the council that the two City Hall roof leaks have been repaired. Extensive rot and damage was discovered, the city will send to bid for full replacement. Repair company included estimate of a new roof after damage was discovered. TDrechsel suggested having a full assessment of damage in the upcoming warmer months. TJanzen addressed the damaged fire hydrant repair on 15th Street and conveyed that she is waiting for an estimate from the Dalton Water Master to update the council.

- 8. ADJOURNMENT: SJordan made motion to adjourn. RWuest seconded. All in favor. Adjourned 07:25 PM**



Dan Edwards, Mayor

ATTEST:



Teresa Janzen, City Clerk/ Treasurer

