

**City of Dalton Gardens**  
**Council Regular Meeting Minutes**  
**Thursday, October 6, 2022 @ 6:00 PM**  
Meeting was conducted via teleconference and in person.

1. **CALL MEETING TO ORDER:** Mayor Edwards called to order at 6:00 PM
2. **ROLL CALL:** Councilmembers Robert Wuest, Scott Jordan, Tyler Drechsel, and Mayor Dan Edwards were physically present. Councilmember Aaron O'Brien Absent. Also present: Teresa Janzen-City Clerk/Treasurer, Chris Gabbert- City Attorney.
3. **PLEDGE OF ALLEGIANCE:** Lead by P&Z Chairman, Mike Becker
4. **APPROVAL OF CONSENT CALENDAR:**
  - a. Minutes from the Regular Meeting September 26, 2022
  - b. Ratification of bills from September 1-30,2022

RWuest requested the amended ratification of bills from September 1-30, 2022 be posted to the website.

**TDrechsel made motion to approve the consent calendar items A and B, with amendment to take out second address for Curt Jernigan. SJordan seconded. SJordan: yes TDrechsel: yes RWuest: yes AO'Brien: yes Motion carries.**
5. **CITY REPORTS**
  - a. City Engineer presented a written report attached.
  - b. City Planner presented a written report attached. Clerk gave update that the structural engineering for the Park Arches is in process. Have requested several times from Maintenance that the new poles to be picked up but has not happened yet. Driving very hard for full restoration before winter.
  - c. City Attorney: will need to revisit school zone ordinance for enforceable speed limits as what was previously designated did not encompass Canfield Middle School. Bidding for pedestrian improvement grant is to be opened next Wednesday. Council does not need to be present at opening. Council chose to have a special meeting on 10/12 at 6 PM to tentatively award bid.
    - ❖ RWuest asked about any restrictions with spending ARPA funds. City Attorney stated that under the revenue replacement category of ARPA funds, the city has full availability of using funds except for pension plans, borrowing money, etc up to the maximum of \$10 million-which the city is under. Has asked HMH to create a priority list for suggestions of what to use ARPA funds for. Worst case scenario- if an entity uses ARPA funds incorrectly, they can be audited and face repaying the funds. He has no concerns with the city using the ARPA funds.
    - ❖ Clerk clarified from last meeting, ARPA funds must be obligated by 12/31/2024 and be fully expended by 12/31/2026.
  - d. KCSO: Clerk gave council a written report and a verbal accounting there were 113 traffic stops,107 citations, and 36 written warnings in three weeks as the KCSO Deputy contracted CoVid from a traffic stop in Dalton Gardens. Deputy

Wallace will be asked to attend the November council meeting to give a verbal report.

- e. City Clerk gave the Mayor and Council donated 'Dalton Gardens' signs from a local Dalton Gardens business that received them as samples from one of their vendors.

**6. PUBLIC COMMENT -opened at 6:21 PM; closed at 6:31 PM**

- a. Sue Supp- 7024 N 16<sup>th</sup> St; Felt the picnic was a tremendous success. Clarified that she feels the city cannot use incremental budgeting anymore. Advised the City to have a plan to get through the coming recession. Questioned lack of maintenance on Arena and city buildings.
- b. Curt Jernigan- 7439 N Davenport St; Thanked Clerk for detail in public comments section. Recommended Eagle, ID fiscal transparency resolutions as guidelines for Dalton Gardens.
- c. Carrie Chase- 7512 N 4<sup>th</sup> St; Requested physical copies to be made available for residents at the council meeting for anything handed to councilmembers that is not in the published online packet. Questioned cost per traffic citation. Would like to see more citations per day from the Deputy Sheriff.
- d. Mike Becker- Planning & Zoning Commission Chair; clarified P&Z's independent nature of volunteer commissioners that address only planning & zoning issues of the city. Requested a joint workshop with P&Z, City Council, and Staff to discuss upcoming staff priorities to streamline the process for efficiency of staff time and taxpayer dollars.

**7. CITY BUSINESS**

- a. **Biohazard Response Presentation-** Rick Bennett of BioGone gave presentation on the need for municipalities to have a predetermined response plan in place in the event of biohazard incident like mass shootings, mass casualty incidents, suicide on city property, etc. He educated council that until an incident scene is properly cleaned and decontaminated, people are not allowed to resume activities in the space. Failure to comply with the EPA, CDC, and OSHA guidelines for cleaning and decontamination could result in hefty fines. He holds 8 certifications for biohazard removal in all 4 levels of biohazards. Currently contracts with the City of Coeur d'Alene and is in talks with Kootenai County. Council questioned cost for service. Cost is per incident and specific to that situation. Mr. Bennett will provide a copy of the contract with Coeur d'Alene to the Mayor before further talks.
- b. **Annual Picnic Final Report-** Lucy Jernigan, 2022 Picnic Committee Chair gave final report that included:
  - o Donation from James Supp of Coronado Trading for \$200 toward 2023 picnic
  - o Leftover ice cream was donated to Children's Village
  - o 23% of households attended picnic.
  - o Thanked Councilmember Drechsel for his support

Presented additional proposal for Christmas event on December 10, 2022 from 4-6 PM: visit with Santa and cookie exchange for residents in conjunction with KCFR normal event. Will collect donated non-perishable food, donated toys for Toys-for-Tots, and have a Christmas wish tree with child specific tags serving 15 local children (Dalton Elementary, and Church of Christ to identify children in need). Home Depot is donating a 6.5' artificial tree with decorations. Asked council is there was funding for a Christmas event. Would like to promote via flier as economically as possible. Councilmember Drechsel will play Santa and the Mayor and other Councilmembers will be lumberjack elves in red buffalo plaid shirts.

Council asked if we were able to rollover picnic funds from one fiscal year to the next. Treasurer indicated yes.

Clerk advised we do not currently have a database of commercial email addresses to submit but can publish a flier on all the city's social media sites. Also advised can go through Dalton Elementary to get flier out through PeachJar, local radio stations for free advertising of local community events.

Encouraged all residents to get involved to give Dalton a better future.

- c. **Magnuson, McHugh & Company Letter of Engagement for FY22 Audit**  
TDrechsel made a motion to approve the letter of engagement with Magnuson, McHugh & Company for fiscal year 2022 Audit. SJordan seconded.

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

- d. **Anderson Brothers Letter of Engagement for FY22 Pre-Audit Prep**  
RWuest made a motion to approve the letter of engagement with Anderson Brothers for fiscal year 2022 pre-audit prep and direct the Mayor to sign the agreement. TDrechsel seconded.

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

- e. **Anderson Brothers Letter of Engagement for FY23 Accountant**  
TDrechsel made a motion to approve the letter of engagement with Anderson Brothers for fiscal year 2023 for as-needed Accountant services. SJordan seconded.

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

- f. **Kootenai County Public Transportation Agreement FY23**

Council discussed the cost of \$3,051 the city's share of the para-transit program. Council would like to see a written report of the FY22 rides before determining FY23 participation. Clerk will procure report and present at November meeting. SJordan made a motion to table item until November 10, 2022 meeting. TDrechsel seconded.

All in favor. Motion carries.

**g. KCSO Dedicated Service contract for FY23**

Clerk presented new contract for dedicated full-time KC Sheriff's Deputy to be assigned to the city for FY23. Cost has decreased from \$146,000 to \$125,000. Reason for the decrease included Sheriff Norris being able to backfill more economically than originally projected and changing from motorcycles to car. **TDrechsel made a motion to approve the Kootenai County Sheriff's Office letter of Agreement for a full-time dedicated Deputy for fiscal year 2023 for the amount of \$125,000 and direct the Mayor to sign the agreement. SJordan seconded.**

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


**h. November Agenda Items**

- ❖ Update to School Zone Ordinance
- ❖ Kootenai County Transportation agreement FY23
- ❖ Estimates for large crack seal repairs on Colfax and Rude north of Wilbur
- ❖ Estimates for mitigation of extreme flooding/puddling issue at Aqua Circle and Government Way that is tunneling moisture under the road
- ❖ Potential public hearing for update to definition of height in zoning code if it's passed by Planning & Zoning in time for publication

**8. ADJOURNMENT: SJordan made motion to adjourn. TDrechsel seconded. All in favor. Adjourned 07:30 PM**

  
~~Dan Edwards, Mayor~~ **TYLER DRECHSEL**  
**ACTING MAYOR**

ATTEST:

  
Teresa Janzen, City Clerk/ Treasurer