

**MINUTES OF THE REGULAR MEETING OF THE  
CITY OF DALTON GARDENS NOVEMBER 7, 2019  
CITY HALL 6:00 PM**

Meeting was called to order by Mayor Fletcher.

**ROLL CALL:**

Present were: Councilmembers Jordan, Drechsel, Smith and Egbert. Also present were Attorney John Cafferty, Attorney Caitlin Kling, Rand Wichman, City Planner and Valerie Anderson, City Clerk.

The pledge was led by Attorney Cafferty.

**CONSENT CALENDAR:**

- A. Minutes of the Regular Meeting October 3, 2019, and Workshop Meeting October 9, 2019
- B. Financial Statement from October 1, 2019 to October 31, 2019 and the claims so listed.

Councilmember Drechsel made a motion to approve the consent calendar as listed on the agenda. Councilmember Smith seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – no, Councilmember Egbert – yes. Motion carried.

**PUBLIC COMMENT PERIOD**

Each speaker will be allowed a maximum of three minutes to address the City Council on matters that relate to City government business. Comments related to future public hearings should be held for that public hearing. Please be advised that the City Council can only take official action this evening for those items already listed on the agenda.

Paul Montreuil – Director of Dalton Irrigation District – He addressed the council on the lease agreement for the office space for the District with an increase of \$30.00 per month or 15%. The terms of the agreement stated if there is an extension of the lease or increase in rate on the lease it was to be addressed with the boards before October 1<sup>st</sup> of each year. He asked the council to table the action item on the agenda to a later meeting so that the boards can meet and work things out.

Carrie Chase – 7512 N. 4<sup>th</sup> Street – She thanked the council for keeping the city functioning after the recall. She requested that any action on the fee schedule be postponed pending further study perhaps until the new council is in place. The fees are associated with residents who are making improvements to their properties.

Karen Kimball – 6975 N. 16<sup>th</sup> Street – She thanked the council for their service.

Lila Tatum – 7080 Valley Street – She requested that the council hold off on the approval of the fee schedule until the new council is in place. She also thanked the council for their time serving the City of Dalton Gardens.

Cheryl Junkin – 1423 Deerhaven Ave. – She did not wish to speak on the concern of the mailbox issue for residents. Mayor Fletcher addressed the issue and stated that he had talked to the postmaster and that the postal service cannot add additional length to a route and that the box cannot be moved due to the mail routes in place.

Public comment period was closed.

### **APPROVAL OF THE PROPOSED 2020 CITY COUNCIL & PLANNING & ZONING MEETING SCHEDULE**

The council discussed the schedule and changed the January 2, 2019 meeting to January 9, 2019 due to holiday. Rand will discuss the Planning & Zoning schedule and get it approved at the next council meeting.

Councilmember Smith made a motion to approve the City Council schedule with the January change. Councilmember Jordan seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – no, Councilmember Egbert – yes. Motion carried.

### **APPROVAL OF NEW COMPUTER EQUIPMENT & MAINTENANCE**

Councilmember Egbert explained the bid proposals for the new computer equipment & maintenance. Three bids were received: Multi Systems Tech. - \$18,803.00, Exbabylon - \$24,360.00, On-Call Computer - \$4,830.00. He explained that the council had discussed the new server and workstations for the office at the budget workshops.

Councilmember Drechsel made a motion to approve the bid with On-Call Computer. Councilmember Smith seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – yes, Councilmember Egbert – yes. Motion carried.

### **APPROVAL OF RESOLUTION 2019-03 SETTING FEES FOR SERVICES**

Item was removed from the agenda due to improper posting on the agenda.

### **ORDINANCE APPROVAL FOR REPEALING CHAPTER 2, LIQUOR CONTROL, ARTICLE A, RETAIL SALE OF BEER & ARTICLE B, RETAIL SALE OF WINE, AND PASSING A NEW CHAPTER 2, ALCOHOLIC BEVERAGE CONTROL TO TITLE 3**

Attorney Cafferty explained that the code had some inconsistent parts in it which needed to be addressed.

Councilmember Drechsel made a motion to read the proposed ordinance on its first and only reading by title only while under suspension of the rules. Councilmember Smith seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – yes, Councilmember Egbert – yes. Motion carried.

Mayor Fletcher read the title of the ordinance which is as follows:

An Ordinance of the City of Dalton Gardens, a municipal corporation of the State of Idaho, repealing Dalton Gardens City code Title 3, Business and License Regulations, Chapter 2, Liquor Control, Article A, Retail sale of beer, and Article B, Retail of sale of wine; A new Chapter 2, Alcoholic Beverage Control, to Title 3: Providing for severability; Providing repeal of conflicting ordinances; and providing an effective date.

Councilmember Drechsel made a motion to pass the ordinance and publish by summary only in the Coeur d'Alene Press. Councilmember Smith seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – yes, Councilmember Egbert – yes. Motion carried.

## **LEASE AGREEMENT WITH DALTON WATER ASSOCIATION AND DALTON IRRIGATION DISTRICT**

Councilmember Egbert explained that during the budget workshop they discussed the rents for the offices and no decisions were made. No action was taken by the October 1<sup>st</sup> contract date. The boards and council must meet before the renewal date if any additional terms in extending the lease. The lease would be granted extension with the exception of the rent amount. He felt it would have been in our best interest to communicate with the boards. He stated that the council had increased the rent by \$30.00 and the two boards rejected the increase. He explained that the city has 4 water services and 9 acres for irrigation. Councilmember Egbert stated that the city needs to be transparent in all of the services and proposed to increase the rent to \$260.00 per month and that the city should pay for all water services at the appropriate rate.

Councilmember Drechsel made a motion to table the lease agreements for further information until the December 5<sup>th</sup> council meeting. Councilmember Jordan seconded the motion. Roll Call Vote: Councilmember Jordan – yes, Councilmember Drechsel – yes, Councilmember Smith – yes, Councilmember Egbert – yes. Motion carried.

The council directed Councilmember Egbert to attend the Dalton Water Association and the Dalton Irrigation Boards meeting next week.

### **COUNCIL REPORTS:**

Councilmember Jordan reported that the patching on the city streets has been completed, a new pump was put in P-18 plow truck and the 2020 chip seal schedule has been put together with Welch Comer. He reminded people to not park on the right of ways due to the winter snowplowing.

Councilmember Drechsel reported that the camera system will be installed next week in city hall and in the parking lot. He also asked people to check all fire devices in their homes for fire safety in the winter.

Councilmember Smith reported that there were 26 citations in August and 16 written in September and we had one deputy work for enhanced patrol in October. The crosswalk signs on Mt Carrol are up and the new feedback signs will be going up next week.

Councilmember Egbert reported that he spent the month working on the computer upgrades.

Mayor Fletcher reported that the trail to Totten Pond is still being worked on to gain access to the public due to new owners. He also thanked Attorney Cafferty for his time with the City and congratulated the new incoming Mayor and Council.

### **CITY CLERK:**

Clerk Anderson reported that the fiscal 2018-2019 annual audit will be conducted the week of November 18 -22, 2019 and that she has been doing a lot of pre-audit preparation. The year end was closed the end of September. The office has been working on old building permits, website updates.

### **CITY ATTORNEY REPORT:**

Attorneys John Cafferty and Caitlin Kling reported that they have been working with Rand on some ordinance changes. Caitlin will be working with the clerk on putting together a workshop for the new incoming Mayor and Council on the Roles & Responsibilities, Ethics, and Open meeting laws. They both thanked the council and stressed for the new council to learn things and jump in and make things work.

**CITY ENGINEER REPORT:** No report

**PLANNING CONSULTANT REPORT:**

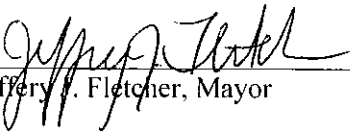
Rand Wichman reported that he has been working with TDS on the permitting for the fiber optics in Dalton Gardens. He has been working with Rick Curson on a subdivision off of 16<sup>th</sup> Street. He is working with the Planning & Zoning Commission on the code changes for appeals and their next meeting will be on November 20<sup>th</sup> for a public hearing in December.

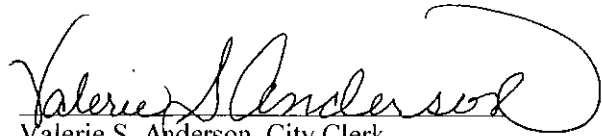
**CODE ENFORCEMENT REPORT:** Report Submitted

**BUILDING INSPECTOR REPORT:** No report

**ADJOURN**

Councilmember Jordan made a motion to adjourn the meeting. Councilmember Drechsel seconded the motion. Motion carried.

  
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Jeffery J. Fletcher, Mayor

  
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Valerie S. Anderson, City Clerk

**FINANCIAL STATEMENT**  
**November 1, 2019 thru November 30, 2019**

**Balance as of**  
**Receipts:**

**\$ 2,284,216.59**

Current Real Property Tax	561.03
Penalty & Interest	4.05
Delinquent Real Property Tax	33.37
Transfer Highway District Levy	235.20
Court Traffic Fines	192.05
State Sales Tax	13,256.18
Franchise Fees – Time Warner	6,270.02
Building Permit Fees	8,246.78
Business License Fees for November 2019	250.00
Rent DWA \$210, Irrigation \$210	421.00
Reimbursement for 4 <sup>th</sup> Street Project	1,221.68
Redeposit of Unemployment check which was lost	75.17
LID #2 Assessments	1,622.00
LID #1 Assessments	2,397.10
Interest State Investment Pool	3,901.11
State Investment Pool 18 <sup>th</sup> St.	84.12
Checking acct	.90
Total Receipts	38,771.76
Balance plus Receipts	2,322,988.35

**Claims:**

U.S. Treasury FICA tax due for November	1,326.30
U.S. Treasury Federal withholding due for November	347.00
State Tax Commission, Idaho – State withholding tax due for November	95.00
Public Employee Retirement System- Employer & Employee Contributions for November	1,899.90
Idaho Independent Intergovernmental Auth – Health Insurance	1,852.00
AIC – Fall Conference Registrations	273.00
American On-Site Services- portable restroom at arena	64.00
Avista-Gas & Elect. City Hall \$230.42, arena \$17.83, Shop \$85.58, round about \$41.30	375.13
Coeur d’ Alene Garbage – Six month garbage service	123.00
Coeur D’Alene Press – Legal Notices	282.62
Country Lock & Key – Rekey of Office doors	144.80
Dalton Irrigation District – 2020 Annual Assessment	760.00
Hawley Troxell – Attorney Contract	6,000.00
Idaho Department of Labor – Reissue of check	75.17
Idaho Secretary of State – Notary	30.00
Kootenai County Fire & Rescue – Building Inspector for October	4,236.00
Kootenai County Sheriff’s Office – Enhanced Patrol for October 2019	267.62
Kootenai County Treasurer Assessment	22.96
Mary Richter, CPA – Pre-audit and consulting service	886.25
North Idaho Trophy Co. – Name Plates for new council	89.75
Payne West Insurance – Bond for notary	60.00

RMEH Attorneys at Law	2,479.00
Time Warner – Telephone	169.96
US Bank Service Charge	10.00
Valerie Anderson – Garbage Bags for cleaning crew in Office	32.52
Vanguard Cleaning Systems – Office Cleaning for November & December	440.00
Welch Comer & Associates – General Engineering Services	2,935.21
Mark Durant – Code Enforcement Contract – November	1,280.00
Rand Wichman Planning – Contract for November	2,431.00
Valerie Anderson – Salary for November	3,282.38
Tyler Drechsel – Salary November \$400.00	334.16
Kenneth Egbert – Salary November \$400.00	340.76
Jeffery Fletcher – Salary November \$850.00	710.09
Teresa Janzen – Wages for November Hours	1,031.58
Scott Jordan – Salary November \$400.00	0.00
Jamie Smith – Salary for November \$400.00	340.76
Jim Wuest – Wages hours November	587.34
Total Claims	35,615.26
Balance	2,287,373.09

**Balance by Depository:**

U.S. Bank – Checking	70,602.69
State Investment Pool	2,060,411.42
State Investment Pool # 2	44,428.88
U.S. Bank–Checking LID	43,894.76
Banner Bank-Guaranteed fund	34,384.34
Petty Cash	50.00
US Bank - LID #2 – Checking	33,601.00
	2,287,373.09

Road Projects	\$458,742
Parks	\$ 14,325
Equip Replacement	\$ 20,000
Art Fund	\$3,300
Total	\$496,367.