



**CASCADE CITY COUNCIL**  
**SECOND REGULAR MEETING**  
**JANUARY 22, 2018 at 6:00 PM**  
**Cascade City Hall**

**MINUTES**

**CALL TO ORDER AND ROLL CALL**

The meeting of the Cascade City Council was called to order at 6:01 P.M. Council members Tom Byrne, Cynda Herrick, Rachel Huckaby and Kathy Hull were present. Quorum exists. Also present:

Heather Soelberg                      City Clerk

**AMENDMENTS TO MEETING AGENDA**

No Motion to Amend the Agenda.

**PUBLIC COMMENT**

*Public comment is limited to three (3) minutes per person, per item, unless additional time is permitted by the presiding official.*

Vernie Kushlan inquired as to the Agenda on the Website, Mayor Julie acknowledged it was not. The City is in the process of transitioning to the new website.

**APPROVAL OF PAYMENT OF BILLS**

**MOTION BY:** Rachel Huckaby                      **SECOND BY:** Kathy Hull

Approve payment of bills on the Unpaid Invoice Report dated January 19, 2018 in the amount of \$23,291.44.

**DISCUSSION:** No further discussion.

<b>ROLL CALL:</b>	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Yes	Kathy Hull	Yes

Motion Passed

**APPROVAL OF MINUTES**

**MOTION BY:** Kathy Hull                      **SECOND BY:** Tom Byrne

Approve Cascade City Council Minutes dated December 26, 2017 with corrections.

**DISCUSSION:** Mayor requested the members of the committee be included and introduce the acronym for the Airport Advisory Committee as being AAC. Correction the Motion for Valley County Hazardous.

<b>ROLL CALL:</b>	Tom Byrne	Yes	Cynda Herrick	<i>Abstain</i>
	Rachel Huckaby	<i>Abstain</i>	Kathy Hull	Yes

Motion Passed

**PUBLIC HEARING**

No Public Hearing

**NEW BUSINESS**

**2018 ANNUAL MEETING NOTICE**

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**MOTION BY:** Cynda Herrick **SECOND BY:** Rachel Huckaby

MOTION TO APPROVE THE ANNUAL MEETING NOTICE, HOLDING THE COUNCIL MEETING ON THE 2<sup>ND</sup> AND 4<sup>TH</sup> MONDAYS AT 6:00PM OF EACH MONTH AT CITY HALL, 105 SOUTH MAIN STREET, CASCADE, IDAHO.

**DISCUSSION:** Inquiry about holding meetings on Tuesday if Monday is a Holiday

<b>ALL IN FAVOR:</b>	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Yes	Kathy Hull	Yes

Motion Carried Unanimously

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**DECEMBER 2017 FINANCIALS**

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**DISCUSSION:** Presentation of the December 2017 Financials.

**MOTION BY:** Kathy Hull **SECOND BY:** Tom Byrne

MOTION TO EXCEPT THE DECEMBER 2017 FINANCIALS AS PRESENTED.

**DISCUSSION:** Inquiry as to the expense under Building Department for publications. Inquiry as to the expense for the “uniforms” for Public Works. Discussion regarding the need to evaluate the costs for uniforms.

<b>ROLL CALL:</b>	Tom Byrne	Yes	Cynda Herrick	Yes
	Rachel Huckaby	Yes	Kathy Hull	Yes

Motion Passed

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**PINES RV PARK LEASE OF CITY LAND**

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**DISCUSSION:** Justin Dumars purchased Pines RV Park, closing date of January 5<sup>th</sup>, 2018. Mr. Dumars came to City Hall to report change in ownership and requested a lease renewal. The current lease agreement with Greg Rehn (Prior tenant) expires as of March 24, 2018. City Council review of the lease and terms is requested. Discussion to extend the Lease to Justin Dumars for a Land Lease for 910 South Main Street, Cascade, Idaho. Inquiry regarding the use of the land, and lease value.

**MOTION BY:** Cynda Herrick **SECOND BY:** Kathy Hull

MOTION TO APPROVE THE LEASE AGREEMENT BETWEEN JUSTIN DUMARS AND THE CITY CASCADE FOR THE LAND LEASE OF THE PROPERTY LOCATED AT 910 SOUTH MAIN STREET FOR THE AMOUNT OF \$600 PER YEAR, CONTINGENT ON THE PROOF OF OWNERSHIP AND CERTIFICATE OF LIABILITY INSURANCE, AND REFLECT THAT THE FUNDS ARE DESIGNATED TO THE SPORTS PARK DEVELOPMENT AS OUTLINED IN THE SPORTS PARK MASTER PLAN.

**DISCUSSION:** Discussion regarding the lease terms. Discussion regarding the date of closing and the need to receive copies of the closing documents prior to entering into a lease with Mr. Dumars. Discussion regarding the lease execution upon the receipt of a Certificate of Insurance. Identified that the fund received from the lease is allocated to the Sports Park



grant applications.

**ALL IN FAVOR:** Tom Byrne      *Aye*                              Cynda Herrick      *Aye*  
                         Rachel Huckaby      *Aye*                              Kathy Hull              *Aye*

Motion Carries Unanimously

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**TOM BYRNE’S SALARY DONATION**

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**DISCUSSION:**      Consideration of City Council for Tom Byrne’s to donate his time in lieu of receiving an income.

**MOTION BY:**      Kathy Hull                              **SECOND BY:**      Rachel Huckaby

MOTION TO APPROVE TOM BYRNE’S REQUEST TO VOLUNTEER HIS TIME IN LIEU OF PAYMENT AND TO DONATE THE BUDGETED AMOUNT FOR CITY COUNCIL MEMBER TO THE AMERICAN LEGION POST NO. 60.

**DISCUSSION:**      Discussion regarding the funds being donated solely to the American Legion Post No. 60 instead of dispersing to other non-profits.

**ALL IN FAVOR:** Tom Byrne                              Cynda Herrick  
                         Rachel Huckaby                              Kathy Hull

Motion failed.

**MOTION BY:**      Kathy Hull                              **SECOND BY:**      Rachel Huckaby

MOTION TO APPROVE TOM BYRNE’S REQUEST TO VOLUNTEER HIS TIME IN LIEU OF PAYMENT.

**ROLL CALL**      Tom Byrne              *Abstain*                              Cynda Herrick      *Yes*  
                         Rachel Huckaby      *Yes*                              Kathy Hull              *Yes*

Motion Passed

**MOTION BY:**      Cynda Herrick                              **SECOND BY:**

MOTION TO ACCEPT THE RECOMMENDATION MADE BY TOM BYRNE TO DONATE THE BUDGETED AMOUNT FOR A CITY COUNCIL SALARY UNTIL ANOTHER NON-PROFIT REQUEST’S OTHERWISE.

Motion Failed

**MOTION BY:**      Kathy Hull                              **SECOND BY:**      Cynda Herrick

MOTION TO ACCEPT THE RECOMMENDATION BY TOM BYRNE TO DONATE THE BUDGETED AMOUNT FOR A CITY COUNCIL SALARY TO THE AMERICAN LEGION POST NO. 60 UNTIL TOM BYRNE REQUESTS OTHERWISE.

**ROLL CALL**      Tom Byrne              *Abstain*                              Cynda Herrick      *Yes*  
                         Rachel Huckaby      *Yes*                              Kathy Hull              *Yes*

Motion Passed

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**CASCADE AIRPORT ENGINEER SELECTION**

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**DISCUSSION:**      Request for the City Council to approve the recommendation of the Airport Advisory Committee (“AAC”) to approve T-O Engineering as the

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Airport Engineer.

**MOTION BY:** Cynda Herrick

**SECOND BY:** Rachel Huckaby

MOTION TO APPROVE THE RECOMMENDATION BY THE ACC FOR THE SELECTION OF T-O ENGINEERING AS THE AIRPORT ENGINEER.

**DISCUSSION:** No further discussion (related to the Airport Engineer Selection). Discussion regarding residual documents from Chuck Schoenfelder, Construction Manager, TO for City's signatures.

**ALL IN FAVOR:** Tom Byrne                      *Aye*                                      Cynda Herrick                      *Aye*  
Rachel Huckaby                      *Aye*                                      Kathy Hull                                      *Aye*

Motion Carried Unanimously

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**CONFIRMATION OF THE PLANNING & ZONING COMMISSION**

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**DISCUSSION:** Request to confirm the Planning & Zoning Commission as Appointed: Lori Hunter, Chairman; Adam Mapp, Vice Chairman; Heather Perkins, member; Ron Brown, member; Candice White, member. Discussion regarding Ron Brown's term. Discussion regarding the terms of previous commission members. Request by Councilmember Herrick for a list of all City committees. Tabled until February 12 meeting.

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**CONFIRMATION AND APPOINTMENT OF THE LIBRARY BOARD TRUSTEES**

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**DISCUSSION:** Request by the Library Board to reappoint Jonne Hower for additional 5-Year Term.

**MOTION BY:** Rachel Huckaby

**SECOND BY:** Tom Byrne

MOTION TO APPROVE THE REQUEST TO REAPPOINT JONNE HOWER TO AN ADDITIONAL 5-YEAR TERM, UNTIL 2023 ON THE LIBRARY BOARD

**DISCUSSION:** Mayor Crosby identified there was an opportunity to increase the number of residents who currently volunteer within the community by considering the other applicants for the opening. Mayor Crosby commended Jonne Hower's continued dedication to the Library as well as in other committees within the community, but identified that this would be an opportunity to extend the City's volunteer pool. Councilmember Byrne identified there were two positions opened. Vernie Kushlan stated the library only advertised for the position vacated by Dan Gallagher only. Councilmember Herrick inquired as to whether or not Hower was interested in continuing her appointment knowing other applicants had applied. Discussion regarding the Library Board being fairly new. Councilmember Huckaby stated if the Jonne Hower would like to extend her appointment then the City Council should accept her willingness to volunteer. Councilmember Hull concurred Hower's dedication to volunteer. Councilmember Byrne identified that in the future of an incumbent position coming open, the position should be advertised as open for the incumbent and new applicants to apply. Councilmember Huckaby identified the willingness of Hower's to serve on the Library Board, and should accept the board's recommendation

unless the City identified a problem with her on the board.  
Councilwoman Herrick stated that the City should have a policy in the future, but should accept the recommendation of the Library Board.

**ROLL CALL:** Tom Byrne Yes Cynda Herrick Yes  
Rachel Huckaby Yes Kathy Hull Yes

Motion Passed

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**DISCUSSION:** Request by the Library Board to appoint Kathleen Wilson to a 2-year term, ending 2020. This term is to fill the recently vacated position of Dan Gallagher.

**MOTION BY:** Rachel Huckaby **SECOND BY:** Tom Byrne

MOTION TO APPROVE THE REQUEST TO APPOINT KATHLEEN WILSON TO A 2-YEAR TERM, UNTIL 2020 ON THE LIBRARY BOARD

**DISCUSSION:** Inquiry as to the other applicant for the Library Board position. Councilmember Byrne inquired as to the means the Library Board come to their decision. Request to extend a volunteer position to Kimberly Dalrymple. Councilmember Hull requested the Library notify the applicants of the decision.

**ROLL CALL:** Tom Byrne Yes Cynda Herrick Yes  
Rachel Huckaby Yes Kathy Hull Yes

Motion Passed

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## **OLD BUSINESS**

### **FISCHER POND VAULT TOILET**

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**DISCUSSION:** Continued discussion regarding the Vault Toilet. Councilmember Herrick supports the idea of having the Vault Toilet at the Fischer Pond, and the desire to have a privy as opposed to a port-of-potty. Councilmember Herrick also identified the need for a restroom facility at that location 12 months out of the year. Councilmember Hull is opposed to the vault toilet. Councilmember Huckaby would like to see additional revenue prior to spending additional money on the parks. Discussion regarding the parks part-time employee, and what the responsibilities are of the part-time employee. Discussion regarding the use, and expense of pumping the vault toilet as opposed to pumping the port-a-potty. Discussion regarding the difference between the port-a-potty and a vault toilet. Discussion regarding upgrading the facilities at the Sports Park in lieu of putting in a vault toilet at the Fischer Pond. Ron Julian inquired as to Sports Park Committee having an opportunity to move forward with applying for grants to see the Sports Park Master Plan come to fruition.

**MOTION BY:** *Died for lack of motion.* **SECOND BY:**

