



**CASCADE CITY COUNCIL**  
**FIRST REGULAR MEETING**  
**MARCH 11, 2019 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 6:00 P.M. Council members Tom Byrne, Cynda Herrick, Rachel Huckaby and Denise Tangen were present. Quorum exists.

Also present:	Heather Soelberg	City Clerk
	Steve Yamamoto	Superintendent
	Ray Arnold	Airport Manager

**PUBLIC COMMENT**

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

No public comment.

**PUBLIC HEARING**

*No Public Hearing*

**DEPARTMENT REPORTS**

**AIRPORT**

No report given.

**BUILDING INSPECTOR:**

No report given. Mayor Nissula provided an update regarding Darryl Shepard, things appear to be going well.

**LIBRARY:**

The Library is seeking to fill vacancies for Library Manager, Administrative Assistant, and Library Clerk. Earlier this month, the Library was notified of a grant award of \$500 to be used for STEM-related books (Science, Technology, Engineering, Math). This unexpected grant was received because the grantor (the McCain Fund of Idaho Community Foundation) liked the Library's application for ICF's Southwest Regional Grant. ICF states the grantor "wanted to support the work Cascade Pubic Library is doing with STEM activities." Additionally, the Library receive, from the Idaho Commission for Libraries, a \$600 grant for our summer reading program. We are currently working with a local volunteer to organize and implement this program. The Library continues to work with partners (Cascade Public Schools, the Cultural Arts Center, and the Rec Center) on the Cascade After School Program. Councilmember Huckaby inquired about coverage and hours of the library. Mayor Nissula asked for any change

of Library hours is forwarded to Clerk for updating to the City Facebook page.

**PUBLIC WORKS:**

A copy of the public works report was submitted and incorporated herewith. Councilmember Huckaby inquired about the topic of purchasing a new shop for the PW, clerk provided background on the research. Councilmember Herrick identified that the PW property is located in the Flood Plan.

**SHERRIF'S DEPT.**

A copy of the Sheriff report was submitted and incorporated herewith. Sheriff Bolen identified that she spoke with Cap. Spears regarding the towing needs due to Snow removal, and clarified that they would support the City in addressing the issue, including reaching out to vehicle owners prior to taking measurers to have the vehicle towed.

**CLERK/  
TREASURER:**

City Clerk provided an update of current City tasks either being worked on by the Clerk or being closely watched over by the Clerk, a copy of the report was submitted and incorporated herewith. Discussion regarding current issues. Request to add PD Lease on the Second City Council Meeting of March.

**NEW BUSINESS**

**III-A ANNUAL REPORT**

**DISCUSSION:** Presentation/Report for 2017-2018 Fiscal Year by Lisa Fritz of the Annual Report for the City's Health Insurance Carrier, III-A.

**WCMEDC ANNUAL REPORT AND WORK PLAN PRESENTATION**

**DISCUSSION:** Andrew Mentzer provided a presentation for the WCMEDC Strategy and Work Plan for 2018. Request to have Clerk share plan the City Facebook Page.

**ITD PRESENTATION FOR UPCOMING SMITH FERRY TO ROUND VALLEY PROJECT**

**DISCUSSION:** The Idaho Transportation Department is developing plans for safety improvements on Idaho Highway 55 from Smiths Ferry to Round Valley and is seeking public input. Currently, this section of Highway 55 has a 45 mph speed limit with narrow lanes, no shoulders, no guardrail in key locations, no clear zone most places, no clearance from rock cliff faces in other places, no separation from steep drop offs, and curve speeds as low as 30 mph. Its proximity to the Payette River and seasonally high volume of traffic make this area a high priority candidate for improvement. The section of roadway has been identified as an area of safety concern with a crash rate approximately 33% higher than expected. Data shows many of the crashes involve vehicles moving too fast, losing control and not having an opportunity to correct because of the narrow, winding road. ITD has identified alternatives and secured funding to improve safety and mobility on this corridor. Construction would begin after peak summer travel has subsided. The most disruptive work will take place during spring and fall, with minimal disruptions during the summer, and no restrictions during periods of snow and ice in the winter. The project is expected to take 2 to 2-1/2

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years to construct (four or five spring and fall blasting periods). Depending on public feedback and contactor response, construction could begin as early as Fall 2019. Request to have the Clerk share link on the City Facebook page.

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## **CONTRACT PLANNER**

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**DISCUSSION:** The City is currently handling a complicated development application that includes various applications for annexation, subdivision and planned unit development. With the complexity of the application the City Attorney has made a recommendation that the City look into hiring a project-based contract planner, stating that an experienced planner is “really a necessity in this situation.” Mayor reached out to Horrock’s Planner for these services. Included in the City Council packet is a copy of draft Task Order for services relating to the Planning and Development Services for the Cascade River Ranch PUD currently be contemplated for City review. Councilmember Herrick disagrees that the City needs to have someone to help in the process. Mayor has identified that the Deputy Clerk is not comfortable doing the process, and not to mention this would be Deputy Clerk’s first experience in this type of role. Mayor Nissula identified that right out the gate she misread the Code, and prematurely schedule the public hearing. Councilmember Herrick believes that the Code is vague. Mayor Nissula identified that if the Code was vague, she should have reached out for assistance. Councilmember Huckaby identified that she does not recall a single P&Z matter that has not come to City Council that was not missing something, and did not requiring being set back to P&Z. Councilmember Huckaby would like to see the developers have a smooth process. Mayor Nissula identified the City needs to look out for the City, not look out for the Developer – Mayor Nissula inquired if Councilmember Herrick reached out to Davis’ informing them of the discussion, Councilmember Herrick identified that she did request Davis’ attendance. Councilmember Herrick stated she would be willing to shepherd Carrie through this project, question if there is an ethical issue with Councilmember Herrick behaving in this fashion. Councilmember Tangen agrees that the hiring a contract planner would be a good idea. Councilmember Byrne inquired if the cost be passed on to the developer, the application identifies that these cost can be passed on. Josh Davis requested an opportunity to comment. Mr. Davis stated the planner is already on board of the, that is the City Ordinances, and does not believe there is not a need for Planner. Mr. Davis believes everything should be done through Council, not through a Planner. Discussion regarding responsibility and liability of the City. Discussion regarding narrowing the scope of work. Discussion regarding the Deputy Clerk ability to do this job. Discussion regarding how contract planner and the Deputy Clerk could work together. Request to pare down the scope of work. Request to have Special Meeting to finalize this discussion. Councilmember Tangen identified that when this application gets to the City Council it needs to be a complete package, and not required to be remanded back to P & Z. Request to table discussion until March 20, 2019 at 4:00pm special meeting.

**OLD BUSINESS**

**AMERICAN TOWER LEASE**

**DISCUSSION:** Continued from tabled discussion at the February 11, 2019 City Council Meeting. American Tower completed a review of the tower lease and has offered additional payment options for the City. The City Council was provided a copy of the original lease dated July 12, 1993, along with first amendment dated September 28, 2016. Discussion of the two options provided (No. 1 Monthly payments with perpetual easement agreement, or No. 2 One-Time payment in lieu of rent). Has been sent to the City Attorney for review. The City returned a response this afternoon, and a copy of his response was provided to City Council. The City Attorney recommendation is to explore the proposal by directing staff to obtain more information, OR let things run as they are because there is no immediate pressing need. Councilmember Byrne requested we request City Attorney proceed with obtaining the answers.

**RESOLUTION NO. 19-03 PROJECT NO. A022 (087) FY20 CASCADE (7 ADA RAMPS)**

**DISCUSSION:** City Council was presented a Cooperative Agreement for project No. A022(087) FY 20 Cascade 7 Ada Ramps Valley County Key No. 22087. This would fund the repair/replacement of 7 ADA sidewalk ramps at the February 25, 2019 City Council meeting and approved the Contract, Resolution No. 19-03 also needed approving. City Council was provided a form of Resolution for approval.

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

MOTION TO ACCEPT RESOLUTION NO, 19-03 PROEJCT NO. A022 (087) FY20 Cascade (7 ADA RAMPS)

**DISCUSSION:** No further discussion

<b>ROLL CALL:</b>	Tom Byrne	Yes	Rachel Huckaby	Yes
	Denise Tangen	Yes	Cynda Herrick	Yes

*Motion Passed*

**FISCHER PARK PROPANE SERVICE**

**DISCUSSION:** Tabled from the January 28<sup>th</sup> and February 25<sup>th</sup> Meetings. It was the City’s understanding that the propane at the Fischer Pond picnic/bbq area was donated by the Propane company, this has not been the case. In mid-December, Blake Snedaker of the Cascade School District notified the Clerk that the school has been paying for the propane and tank rental at the park. The School is no longer willing to pay for this expense. The Clerk requested the School hold off canceling the service until the City Council was made aware of the status of the tank. The Clerk requested direction on how to move forward. The cost of the service is approximately \$400 per year plus tank rental. Mayor Nissula requested the City just transfer the tank into the City’s name at this time.

**APPROVAL OF PAYMENT OF BILLS**

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

APPROVE PAYMENT OF BILLS ON THE UNPAID INVOICE REPORT DATED MARCH 6, 2019 IN THE AMOUNT OF \$37,961.43

**DISCUSSION:** Inquiry regarding IBOL dues, inquiry regarding the San Angelo Bar (Ice Breaker), inquiry regarding well repairs.

**ROLL CALL:** Tom Byrne Yes Rachel Huckaby Yes  
Denise Tangen Yes Cynda Herrick Yes

*Motion Passed*

### APPROVAL OF PAYROLL REGISTER REPORT

**MOTION BY:** Rachel Huckaby **SECOND BY:** Denise Tangen

APPROVE PAYROLL REGISTER REPORT FOR PAY PERIOD ENDING MARCH 2, 2019.

**DISCUSSION:** Councilmember Huckaby inquired about holiday worked rates. Discussion regarding timesheet adjustments procedures, leave time, approval, etc.

**ROLL CALL:** Tom Byrne Yes Rachel Huckaby Yes  
Denise Tangen Yes Cynda Herrick Yes

*Motion Passed*

### APPROVAL OF MINUTES

**MOTION BY:** Cynda Herrick **SECOND BY:** Tom Byrne

APPROVE CASCADE CITY COUNCIL MINUTES DATED FEBRUARY 25, 2019 WITH CORRECTIONS.

**DISCUSSION:** Councilmember Herrick inquired about the Heath Easement and the status of draft Airport Lease.

**ROLL CALL:** Tom Byrne *Aye* Rachel Huckaby *Aye*  
Denise Tangen *Aye* Cynda Herrick *Aye*

*Motion Carried.*

### APPROVAL CASCADE LIQUOR LICENSE

**MOTION BY:** Denise Tangen **SECOND BY:** Rachel Huckaby

APPROVE CASCADE LIQUOR LICENSE FOR CASCADE VALLEY CLUB

**DISCUSSION:** No further discussion.

**ROLL CALL:** Tom Byrne *Aye* Rachel Huckaby *Aye*  
Denise Tangen *Aye* Cynda Herrick *Aye*

*Motion Carried.*

### MAYOR'S REPORT

- MCAR Grant Presentation for a request of \$15,000 with a \$1500 match requirement is Wednesday March 15 at 10:00
- BOR reached out to the City regarding the Lease of Property along with river, the Lease was not renewed by former Mayor Dick Carter, following numerous requests. BOR would like to work towards having the lease renewed.
- Continued discussions between SVCRD
- 4 Summit Challenge is not going to be sponsoring the Yellow Bike Program, Mobility Team has agreed to manage the program on behalf of the City (maintaining it as a City Program). Recommendation for the Mobility Team to partnership with SVCRD.

