



**CASCADE CITY COUNCIL  
FIRST REGULAR MEETING  
12/12/2016 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. by Mayor Rob Terry. Council members Judy Nissula, Debbie Haskins, Kathy Hull, and Rachel Huckaby were present. Quorum exists.

Also present:	City Clerk ~ Treasurer	Heather Soelberg
	Building Inspector	Sally Gossi
	Police Chief	Randall Freeman
	Airport Manager	Ray Arnold
	Fire Chief	Steve Hull

**AMENDMENTS TO MEETING AGENDA**

No Motions to amend agenda

**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.

**APPROVAL OF PAYMENT OF BILLS**

<b>MOTION BY:</b>	Debbie Haskins	<b>SECOND</b>	Judy Nissula
		<b>BY:</b>	

Approve payment of bills on the Unpaid Invoice Report dated 12/10/2016 in the amount of \$ 33,496.22

**DISCUSSION:** Frontier bill is itemized among departments. Part of Loomis Electric goes to public works ~ split in half with Loomis Electric because keeping the vacuum truck at their facility.

<b>ROLL CALL:</b>	Debbie Haskins	Yes	Rachel Huckaby	Yes
	Kathy Hull	Yes	Judy Nissula	Yes

**DEPARTMENT REPORTS**

**AIRPORT**                            Ray Arnold ~ Pretty good year; busy with snow plowing; runway in good shape; 230 hunters ~ up from last year

**BUILDING INSPECTOR:**        Sally ~ \$9,392 of building permits in November: Largest was Alzar School put in 4,500 sq. ft. Headwaters building

**LIBRARY:**                           Valerie ill tonight. Carol ~ library director has been hired. Details still being worked out.

**POLICE DEPARTMENT:**       Randy ~ recovering stolen vehicle; 5 different break-ins at same business where alcohol was stolen and more vandalism ~ received

tip at school and made arrest on all of that; traffic slowed down due to weather; partnered with Sheriff's department for 35 turkeys donated by Tamarack Environmental to give out at traffic stops; police vehicle that hit deer is back in service; two other vehicles broken down; requested financial statements

**PUBLIC WORKS:** Doing a whole lot of snow removal; Steve sick and not attending

### **PUBLIC HEARING**

No public hearing scheduled for this meeting.

### **OLD BUSINESS**

No old business discussed.

### **NEW BUSINESS**

#### **Pickleball**

**DISCUSSION:** Shauna Arnold and Kris Meyer here for Horizons'. They are setting up Friends of Armstrong Park (FAP) group to determine plan for improvements and apply for Land and Water Conservation Fund grant for parks and recreation. LWCF grant requires a 50% match and looking at options so City does not need to come up with match dollars ~ possibly from existing projects like LRAP project or other road construction and in-kind; will also look at mobility connections. Grant application due end of January. Want general council approval today to move ahead with project plan to be approved formally at next meeting. Discussion: What to do with county recycling facility? Judy says county plans to move in future. Drawing is pretty but there's a lot of grass, do we want this? Drawing is only concept from CTA architect and not accurate or final. Plan is for low maintenance landscape without all the grass and concrete. Ongoing future maintenance will be addressed. Snow storage is being addressed. There used to be a tennis court and what about including here? It is not in the current plan because of costs. FAP will address these details and come back to council for formal approval of project and grant application.

#### **Leisure Time building permit**

**DISCUSSION:** Sally ~ Attorney says to rezone first to have right uses in there. C.U.P. is unclear so need to define how we want Leisure Time; State leaves up to jurisdiction. They are living in recreational vehicles full time. C.U.P. says sunroom allowed but no permanent structures; additions are permanent structures; need to clear up C.U.P. and zone what we want. Needs advice on issuing building permit. Rob ~ building code and C.U.P. don't match for living in recreational vehicles. Phil Allaire wants to bring park models up to code to live in year-round; asked for building permit even if contradicts building code and C.U.P. for RVs. Attorney recommended negative because proposal is for unlawful use in that zone not allowing full-time residency. Quandary because people are living there full-time and home-owners' exceptions claimed. Not public hearing, but what does council want to do for his building

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permit request? Matt Johnson recommends not doing but do we want to overrule?

Discussion: If people living in Leisure Time full time, then are in violation of C.U.P. Temporary definition for residency in building code says 180 days. CCRs for Leisure Time and C.U.P. says 335 days. Impossible to enforce and manage. Discussion on what is temporary. Matt suggested to clean up C.U.P. Sally hasn't issued anything because city ordinance says need C.U.P. Two issues tonight (1) What to do about building permit; (2) and then do we send to P&Z to address residency, C.U.P., and temporary living issues? Sally's letter says it could take 6 months to year for rezoning process to happen. If don't do anything tonight Phil's building permit is stopped.

Phil Allaire ~ State encouraged but not required to bring into compliance but under city jurisdiction. City's issued 56 add-ons permits over past 2 decades for permanent structures. Why suddenly is this an issue? State won't issue electrical and plumbing permits because park models not addressed in building codes. If park not rezoned can't get tax dollars because can't tax RVs. Because of previous permits is pushing here to finish; this is his 3<sup>rd</sup> redoing of park model. Sally ~ When remodeled will be like single family dwelling. This is essentially a remodel but codes not addressing park models because are RVs.

Discussion: If we allow we don't have any authority about what happens. Snowball effect don't know how to stop. 1<sup>st</sup> issue tonight is to grant or deny building permit to continue work on park home. Don't need building department for remodel; but State has control over electrical and plumbing and requires city permit. Judy wants to wait for legislation and find out what residents want to see before starting rezoning. Sally suggests to take what they already have and zone it.

**MOTION BY:** Judy Nissula                                        **SECOND**                                        Rachel Huckaby  
   **BY:**

Go with attorney recommendation to deny building permit

**DISCUSSION:** If we allow to finish, which seems fair because have granted previous, can we put a stop on more being issued until we get a handle on it. Could be opening a can of worms by granting permit. What's the difference here from number we already granted. Do we do it this way because we already have? Is it fair to stop someone in mid project? Just needs permit for electrical, not structural. Sally asked State about upgrading park home and that's what prompted this situation. With permit State will inspect and make sure done to code. Cynda ~ should probably issue permit but then create emergency moratorium to give time to address and disallow any building whatsoever during that time. Also, need to address flood plain ordinance. Residency in flood plain only allow residents for 9 months. Mary Wilkinson ~ Will have a lot of upset people if can't do anything. People don't know that they need permits for. Sally said she has provided lots of information. Park

issues building permit that people think is building permit instead of a permission slip. What happens if existing park models no longer conform? Can be grandfathered.

**ROLL CALL:** Debbie Haskins *no* Rachel Huckaby *no*  
Kathy Hull *no* Judy Nissula *yes*

*Motion failed.*

**DISCUSSION:** No additional discussion

**NEW MOTION BY:** Debbie Haskins **SECOND BY:** Rachel Huckaby

~~Motion to approve building permit and enforce a 6 month long moratorium on building, remodeling, and land use to get handle on issues at Leisure Time~~

**DISCUSSION:** This is a two-part motion so should be split up. Motion amended to be just to grant building permit.

**ROLL CALL:** Debbie Haskins *yes* Rachel Huckaby *yes*  
Kathy Hull *yes* Judy Nissula *no*

**DISCUSSION:** No additional discussion

**MOTION BY:** Debbie Haskins **SECOND BY:** Kathy Hull

Motion to schedule a public hearing and moratorium on Leisure Time building permits.

**DISCUSSION:** No discussion.

**ROLL CALL:** Debbie Haskins *yes* Rachel Huckaby *yes*  
Kathy Hull *yes* Judy Nissula *yes*

### **Resolution on TAP project**

**DISCUSSION:** Did not read resolution at last meeting and contract requires reading to be done and passed.

**MOTION BY:** Debbie Haskins **SECOND BY:** Kathy Hull

Motion to approve Resolution as read which included approving Agreement for Federal Aid Highway Project AO20(246); authorizing Mayor and City Clerk to execute the agreement on behalf of the City; and furnishing certified copies to ITD.

**DISCUSSION:** No discussion

**ROLL CALL:** Debbie Haskins *yes* Rachel Huckaby *yes*  
Kathy Hull *yes* Judy Nissula *yes*

### **City of Cascade liquor, wine and beer application approvals**

**DISCUSSION:** Applications need approvals to sign them. Need to separate out by categories.



**DISCUSSION:** Rob ~ Susan called Rob about berm asking if snow could be moved to other side of road? Rob found that garage on other side would not allow and because of funds, facilities and equipment would not be feasible. Suggested Susan come to council meeting to discuss the question. Steve agreed it could not be done in effective manner. Previously investigated gates for road graders and decided too difficult to maintain with limited staff. Susan ~ There are a lot of older and disabled people that cannot get through the 3' berms. Emergency vehicles also prevented from getting in. Is there some way to avoid this and help neighbors? Discussion: This had been done previously for certain people on WICAP list. Discussed with WICAP 2 years ago about not plowing out for list of people anymore because of taxpayer considerations and weighing fairness about not doing for everyone. Could service organizations and churches fill this gap? It would be neighborly and considerate to try to avoid this. This would double time for already heavy workload. Rob suggested for Susan to write her request down to ask Steve if there was some way to alleviate problem.

### **Resolution for destruction of City documents**

**DISCUSSION:** Heather has prepared document for records no longer required to retain. Needs resolution approved contingent on City attorney approval. This went along with City's retention schedule and also *ICCTFOA Records Management Manual* so used longest term where requirements differed.

**MOTION BY:** Debbie Haskins **SECOND BY:** Kathy Hull

Motion to approve Resolution #16-03 as read; authorizing destruction of records as listed; and resolving that these records be destroyed under the direction and supervision of the City Clerk with approval from the City Attorney.

**DISCUSSION:** Why did some headings did not have anything listed? This was from a template so next time there might be listings.

**ROLL CALL:**

Debbie Haskins	<i>yes</i>	Rachel Huckaby	<i>yes</i>
Kathy Hull	<i>yes</i>	Judy Nissula	<i>yes</i>

### **Next meeting date**

**DISCUSSION:** Should we have a second council meeting on December 26?

**MOTION BY:** Debbie Haskins **SECOND BY:** Rachel Hull

Motion to not have 2<sup>nd</sup> meeting in December.

**DISCUSSION:** We have business that can't wait with pickleball courts grant application, things to do list, etc.

**ROLL CALL:**

Debbie Haskins	<i>yes</i>	Rachel Huckaby	<i>no</i>
Kathy Hull	<i>no</i>	Judy Nissula	<i>no</i>

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Next meeting scheduled for December 27.

**MAYOR REPORT**

Applied for Idaho Power program through CED for changing all 32 lights to L.E.D. Total price would be \$5,280 with \$3,456 incentive rebate for net cost of \$1,824. Will be savings of \$150/month.

Rob starts 4 days a week at Brundage starting tomorrow so will not be in City Hall other than after work.

**ADJOURNMENT**

**MOTION TO ADJOURN:**

<b>ALL IN FAVOR:</b>	Debbie Haskins	<i>aye</i>	Rachel Huckaby	<i>aye</i>
	Kathy Hull	<i>aye</i>	Judy Nissula	<i>aye</i>

**MEETING ADJOURNED:** 7:10 p.m.

Respectfully submitted and Attested by,

Approved

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Heather Soelberg, Clerk/Treasurer

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Rob Terry, Mayor