

***City of Cambridge
Regular Meeting
December 10, 2018
7:00 p.m.***

A regular meeting of the Cambridge City Council was held on December 10, 2018 at Cambridge City Hall. Mayor Toothman called the meeting to order at 7:00 p.m. Present were Mayor Jack Toothman, Council President Mark Loveland, Verl Cate, Jeff Chance, and Gary Franklin. Also, present were Sandra McKee City Clerk-Treasurer, Ernie Houghton Public Works Superintendent (outgoing), Corey Morgan Public Works Superintendent (incoming), Andy Gehrke of HECO Engineers, Robert Almanzo of HECO Engineers, Lyle Sall, Thel Pearson, Richard Trost, Laurene Houghton, Dodd Snodgrass of CEDA, Gary Sievers of IRWA, Shelly Roberts of IRWA, Julia Harrison, Levi Harrison, Nina Hawkins, Judy Herrick, Shawna Roadifer, Dave Flesher of USDA RD, and Toby Dixon of USDA RD.

Welcome & Pledge of Allegiance – Mayor Toothman welcomed patrons to the meeting and Mark Loveland led the Pledge of Allegiance.

Consent Agenda – ACTION ITEM - Jeff Chance made a motion to approve the consent agenda including bills not yet received from Idaho Power and VSP upon review and approval by the mayor (approve current agenda, approve minutes of the special city council meeting & regular city council meeting, and approve payment of bills). Mark Loveland seconded the motion and the motion passed unanimously.

IRWA Rate Study for Water – Shelly Roberts Chief Executive Officer IRWA & Gary Sievers Water Circuit Rider – ACTION ITEM – Shelly Roberts Chief Executive Officer of Idaho Rural Water Association (IRWA) and Gary Sievers the Water Circuit Rider from IRWA presented a draft of the Water Rate Study IRWA for Cambridge. The council reviewed and discussed the draft study with IRWA and Dave Flesher of USDA RD. Dave Flesher inquired if the costs for M&O for our proposed project had been included in the study. It was noted that not all of these costs for the proposed water project were included so the rate study will need to be updated with these figures before a final draft is presented. Andy Gehrke of HECO Engineers will help get these numbers for IRWA. The final draft is hoped to be ready for the January 2019 meeting. Verl Cate made a motion seconded by Jeff Chance to have a special meeting workshop at 5:30 p.m. on January 14 for the IRWA Rate Study. The motion was voted on and passed unanimously.

Clearwater Economic Development Association (CEDA) – Dodd Snodgrass – Professional Services Contract – Dodd Snodgrass of Clearwater Economic Development Association (CEDA) presented a Professional Services Contract for the proposed City of Cambridge Water Improvement Project. CEDA would provide services to help the city with the bonding process and an Idaho Department of Commerce Block Grant (IDCBG). Jeff Chance made a motion to approve the Professional Services Agreement with CEDA. Mark Loveland seconded the motion and the motion passed unanimously.

HECO Engineers Report - Transportation, Streets, Roads, Water System and Wastewater System – Andy Gehrke of HECO Engineers reported that on the TAP – US 95 Sidewalk & Drainage

Improvements Phase 2 Project that LHTAC has been in discussion with the City and HECO on the consultant selection process which will be on the agenda as a separate agenda item.

Design of the TAP Funded Sidewalk Project – ACTION ITEM – Mayor Toothman has walked the project but has not talked with the property owners to know their opinion on an attached or detached sidewalk on the City ROW. The mayor will talk with the property owners before the next meeting so their input can be considered and a decision on the design made.

Approve Design Consultant from D3 Term Agreement List for General Design – ITD TAP Sidewalk & Drainage Project – ACTION ITEM – Corey Morgan the new Public Works Superintendent gave the council three names he would like to suggest from the design consultant list which are Civil Survey Consultants, Inc., HDR Engineering, Inc., and Holladay Engineering Company. He suggests using Holladay Engineering Company for the Design Consultant on this project. Jeff Chance made a motion seconded by Gary Franklin to use Holladay Engineering Company as the Design Consultant from the D3 Term Agreement List for General Design. The motion was voted on and approved unanimously.

Storm Drain Issues at 135 N 4th Street and Request for Reimbursement – Ron Ford – ACTION ITEM – Ron Ford has asked for reimbursement of costs he incurred trying to fix his storm drain issues. He submitted a bill from Advanced Terrain Design Inc. in the amount of \$2,977.54 for the project. The city councilmembers agreed that the storm drain issue is not a city issue and is a private property issue. The council asked the mayor to tell Ron Ford that because of that the city will not reimburse the bill and to tell Mr. Ford the suggestions from HECO Engineers of how he might be able to correct his water problem.

Approve Nomination of City Attorney – ACTION ITEM – Discussion was held on the nomination of Attorney Ross Pitman for criminal cases and Dan Chadwick for civil cases. The council felt that they would rather not have an attorney on a monthly retainer as Dan Chadwick had proposed. They asked the mayor to see if hourly could be considered or a different attorney. Mark Loveland made a motion seconded by Gary Franklin to extend the nomination for a city attorney one month until the next regular meeting. The motion was voted on and passed unanimously.

Accept Audit for FY2018 – Quest CPAs PLLC – ACTION ITEM – The city audit went very well once again. Mark Loveland made a motion to accept the audit for FY2018 from Quest CPAs PLLC. Jeff Chance seconded the motion. The motion passed unanimously.

Approve Alcoholic Beverage Licenses for 2019 – ACTION ITEM – Verl Cate made a motion to approve the application for retail alcoholic beverage license for Jay Reiss dba Jay's Sinclair for bottled or canned beer not to be consumed on premises and retail wine not consumed on premises. Also, Jay Reiss dba as Loveland's General Store for bottled or canned beer not to be consumed on premises and retail wine not consumed on premises. Gary Franklin seconded the motion and the council voted on the motion with Gary Franklin aye, Verl Cate ate, Jeff Chance aye, and Mark Loveland abstained. The motion passed.

Approve Dates of Regular Meetings for 2019 – ACTION ITEM – Mark Loveland made a motion to approve the Regular Meeting Dates for 2019 as presented. Verl Cate seconded the motion and the motion passed unanimously.

Report on Tort Claim – City Clerk – City Clerk Sandra McKee reported on a Claim for Damage or Injury received. The claim was originally given to Washington County but was not accepted as the city and not the county owns the rodeo grounds where said occurrence may have happened. The Cambridge Rodeo Association Inc. leases the rodeo grounds from the city. They carry insurance which is in first position and the cities is in second. ICRMP has been contacted and the tort claim submitted to them. ICRMP has now passed the claim on the Cambridge Rodeo Association’s insurance carrier to address.

Resolution #R6-2018 – Pay Certain Bills Prior to Submitting the Bills to the City Council – ACTION ITEM – Jeff Chance made a motion to introduce and read Resolution #R6-2018 to pay certain vendors by title only under suspension of rules and regulations. The motion was seconded by Verl Cate and City Clerk Sandra McKee took a roll call vote with Councilmember Chance aye, Councilmember Cate aye, Councilmember Loveland aye, and Councilmember Franklin aye. The motion passed unanimously. Jeff Chance read Resolution #R6-2018 by title only. Jeff Chance then made a motion to pass Resolution #R6-2018 under suspension of rules and regulations on one reading by title only. Mark Loveland seconded the motion and the city clerk took a roll call vote with Councilmember Chance aye, Councilmember Cate aye, councilmember Loveland aye, and Councilmember Franklin aye. The motion and resolution passed unanimously.

Penalty Sections in Code – City Clerk – City Clerk Sandra McKee reported that in talking with Acting City Attorney Matthew Faulks that in looking at a lot of the city code no specific fines for infractions and misdemeanors are included. If no fine amount is set in the ordinance, the default fine by statute and Idaho Court rule is \$15.50. With court costs that ends up being a total fine of \$72.00. The council needs to go through code in the future and decide if specific fines are needed.

Review Title 9, Chapter 3 Mobile/Manufactured Homes – Nothing on city code has been received back from the acting city attorney on items 15 (Mobile/Manufactured Homes) or 16 (Animals). Mark Loveland made a motion to table both items until the next regular meeting when an attorney is named and then set a workshop on these codes and the issue of penalties in code. Gary Franklin seconded the motion and the motion passed unanimously.

Review Title 5 Chapter 4 – Animals – see above

Open Forum for Comments or Statements Not Covered in Agenda Items from Citizens in Community – Julia Harrison asked the council about the hiring process and policy on sex offenders.

Adjourn – Jeff Chance made a motion to adjourn the meeting and Verl Cate seconded the motion. The motion was voted on and passed unanimously with the meeting adjourning at approximately 9:30 pm.

Sandra McKee, City Clerk-Treasurer

Jack Toothman, Mayor