

**CITY OF HAYDEN LAKE  
MINUTES OF REGULAR MEETING  
DECEMBER 15, 2015**

CALL TO ORDER

Mayor Chris Beck called the meeting to order at 5:00 pm. Present were Mayor Chris Beck along with Councilmen Ed Graves, Tom Gorman, Tommy Frey and Jim Ackerman. City Attorney Pete Bredeson, Code Enforcement Officer Rand Wichman, City Engineers Matt Gillis and Melissa Cleveland, Randy Hardy and Ken Voss were also present.

AGENDA AND CONSENT AGENDA

**Councilman GORMAN moved to approve the agenda for the meeting along with the consent agenda. The consent agenda included the minutes from the November 4, 2015 regular meeting, a list of invoices for approval and invoices paid pending approval. Councilman FREY seconded the motion. The motion carried.**

CITIZEN ISSUES

- I. Randy Hardy, 9915 N. Strahorn Road – Water Runoff Issues.

Mr. Hardy stated that he has experienced storm water drainage issues on his property ever since Strahorn Road has been resurfaced. He requested that the City do something to address the problem. Councilman Gorman stated that the Hayden Lake Country Club will be installing drainage improvements to address the problem.

OLD BUSINESS

- I. Ordinance 275 – an Ordinance Providing for Late Building Permit Extension Requests.

City Attorney Bredeson explained that the proposed Ordinance amends Code Section 8-1-3.A to allow late building permit extension requests to be submitted within 90 days of the date when the permit or previous extension expired at an increased fee. Ken Voss, 9993 N. Lyle Loop, Hayden, Idaho, requested that the City explore extending the initial duration of a building permit in certain situations instead of charging fees for extensions or late building permit extensions. Councilman Ackerman proposed an 18 month duration for a building permit. Councilman Gorman stated that the current 12 month incentivizes builders to get projects done. Code Enforcement Officer Wichman explained that the purpose of the Ordinance is to address situations like a recent one involving Mr. Voss where an incomplete extension request resulted in the initial building permit duration lapsing before an extension could be granted. Mr. Wichman also stated that a form is now available to request such extensions to make the process easier.

Mr. Wichman stated that the duration of an initial extension is 6 months at a fee of \$200.00. The fee for a second extension is ½ of the original permit fee. Councilman Ackerman questioned whether the proposed Ordinance required a late extension request to be submitted within the 90 days prior to the permit expiration date. Mr. Wichman explained that while a regular extension request does need to be filed before such date, the proposed late extension request needs to be filed within 90 days of the date when the permit or previous extension expired. If not, the permittee needs to obtain another building permit at the original full fee. Councilman Ackerman questioned how the 90 day period was arrived at. Mr. Wichman explained that he thought 90 days was a reasonable time period. Councilman Ackerman stated that 90 days was too long. Mr. Wichman stated that ultimately the decision was up to the Council. Councilman Gorman suggested reducing the period to 30 or 60 days. Mr. Wichman requested that the period not be less than 60 days to allow for time to communicate with the builder and avoid having to issue new building permits. Councilman Gorman, Graves and Frey all indicated that they thought 60 days was reasonable. Councilman Ackerman stated that he thought 30 or 45 days was more reasonable. Mr. Voss proposed sending the permittee a notice 30 days before a permit expires regarding the need to obtain an extension and do away with the late extension request period altogether. Mayor Beck reminded the Council that extension requests need to be granted by the Council. Councilman Graves questioned the need to amend the proposed Ordinance in light of the discussion. Mr. Bredeson indicated that the Ordinance would need to be amended. He suggested not approving the Ordinance at this time if changes are going to be made to it. Mr. Bredeson also recommended not holding the public hearing for late building permit extension requests or approving Resolution No. 115. **Councilman GORMAN moved to table Ordinance 275. Councilman GRAVES seconded the motion. The motion carried.**

II. Public Hearing – Fee for Late Building Permit Extension Requests.

Not held. See Section I above.

III. Resolution 115.

Not held. See Section I above.

NEW BUSINESS

I. Welch Comer Engineers, Inc. – Matt Gillis.

Matt Gillis and Melissa Cleveland of Welch Comer Engineers, Inc. informed the Mayor and Council of the potential to procure chip sealing services in conjunction with the Cities of Hayden, Dalton Gardens and Coeur d’Alene. Ms. Cleveland indicated that for the next calendar year, the City of Hayden would be the lead entity with whom the selected contractor would contract with. A Memorandum of

Understanding would be entered into between the Cities, with Welch Comer contracting directly with each City for bid and construction phase services. Mayor Beck suggested getting a cost proposal from Welch Comer. Mayor Beck indicated that due to other projects planned for the current Fiscal Year, the City is probably only looking at chip sealing Strahorn Road. Ms. Cleveland questioned whether or not the City would like to do a fog seal also. Mr. Bredeson suggested that be included as a bid alternate, which Ms. Cleveland indicated was feasible.

**Councilman GORMAN moved to obtain a cost proposal from Welch Comer. Councilman GRAVES seconded the motion. The motion carried.**

Matt Gillis stated that the City will be teaming with Lakes Highway District to reconstruct, not just redesign, the intersection of Lakeview Drive and Hayden Avenue. The Highway District will be finalizing the design for the project. Mr. Gillis tendered the preliminary design for the project.

II. Medical Insurance Discussion.

Mayor Beck indicated that the premium will increase in the amount of \$305.32 per month. The Mayor and Council indicated that this amount seems reasonable. **Councilman GORMAN moved to approve the increase. Councilman FREY seconded the motion. Roll Call Vote: Graves: yes; Gorman: yes; Frey: yes and Ackerman: yes. The motion carried.**

III. Approval of the Canvassing of the November 3, 2015 Election.

**Councilman GORMAN moved to approve the Canvassing (Exhibit A). Councilman FREY seconded the motion. The motion carried.**

IV. Approval of Representation Letter from Auditor

**Councilman GORMAN moved to approve the Letter. Councilman FREY seconded the motion. The motion carried.**

POLICE CHIEF REPORT

No report.

CODE ENFORCEMENT OFFICER

Code Enforcement Officer Wichman summarized the written report that he distributed to the Council. Such report is available from the City Clerk upon request.

CITY ATTORNEY REPORT

No Report.

CITY CLERK

I. Annual Street Certification Report

**Councilman GORMAN moved to approve the Report. Councilman FREY seconded the motion. The motion carried.**

PUBLIC WORKS REPORT

Mayor Beck reiterated that the City will be reconstructing the intersection of Lakeview Drive and Hayden Avenue this Fiscal Year in conjunction with Lakes Highway District.

CITY COUNCIL COMMENTS

Councilman Ackerman questioned if the City regulates tarp and pole type structures. Mr. Wichman indicated that although the City Code does regulate such structures, it could be supplemented. Mr. Wichman stated that he will work on doing so. Mr. Bredeson stated that this type of an amendment to the City Code would require publication of notice and a public hearing.

MAYOR COMMENTS

None.

ADJOURNMENT

**With no further business, Councilman GORMAN moved to adjourn at 6:03 pm, seconded by Councilman FREY. The motion carried.**

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Chris Beck, Mayor

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Lynn M. Hagman, City Clerk