

WELCOME
To a **Regular City of Athol City Council Meeting**
Held in the Council Room in City Hall

MINUTES

The Mayor calls meeting to order at: 7:00 P.M.

January 6, 2015

PLEDGE OF ALLEGIANCE

ROLL CALL Visitors please sign in, on the back counter.

Mayor Kuhman	<u> here </u>	Councilman Spencer	<u> here </u>
Councilwoman Zichko	<u> here </u>	Councilman Miller	<u> here </u>
Councilman McDaniel	<u> here </u>	Attorney	<u> N/A </u>

APPROVAL OF LAST MONTH MEETING MINUTES (December)

Motion by McDaniel, seconded by Zichko that we approve last month's meeting minutes.

*DISCUSSION Roll Call: Zichko -yes Miller -yes Spencer -yes McDaniel -yes

APPROVAL OF BILLS AS SUBMITTED

Presented proof of other medical insurance for council reimbursements by Lori & Stephen- Council review and approval. Motion by McDaniel, seconded by Spencer that we approve paying December's bills and the reimbursements as submitted. *DISCUSSION Roll Call: Zichko -yes Miller -yes Spencer -yes McDaniel -yes

TREASURY REPORT- Includes Quarterly Report

WATER REPORT: City Clerk-

1. Usage: November 1.744,300 million gal 2014 and December 2,591,200 gal 2015
2. Approx.: \$6,750.00 collected in December/Outstanding \$5,300.00 balances
3. Past Due Report (Aging)

PUBLIC HEARING: NONE

OTHER BUSINESS (Formerly New/Old Business):

1. **Kitchen Remodel Update-** Stephen hopes to be completed by January 16th, 2015
2. **Forensic Audit Update-**Statement from Mayor that the Forensic audit is completed; and it will be made public once we are told its ok to do so. We don't want anything to impede the current investigation on the case with the former city clerk. The US Attorney's Office is handling the case currently and will keep us informed.
3. **ICRIMP Update-** Officially received the denial letter, we will begin the dispute resolution process once we have an attorney on staff.- Mayor

NOTE: The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk at (208) 683-2101 at least 24 hours in advance of the meeting date and time.

4. **Employee Medical/Dental/Vision Status-** City Clerk- everything set-up good as of January 1st, and I have cancelled old Security Life Dental/Vision plan. There was a Joint Powers of Agreement with III-A signed to get medical benefits and all set-up. This did include a 3 year commitment to III-A.
5. **Hwy 95- Road Name Change update** – Mayor & Public Works –A Date has been set for January 13th at 11 am and again at 7pm A letter has been drafted once confirmation of dates are received, letters to all land owners who are affected will be sent out. This is an opportunity for landowners to comment on the changes of the Old Hwy 95 road name.
6. **Employee Personnel Policy Proposal-** City Clerk submitted the proposed policy, there was some discussion, and then council decided to review and make their individual comments and then return to clerk by the 15th of this month. She will combine all the comments/changes and it will be reviewed again at the next regular city council meeting in February.
7. **Office Networking-** Clerk update, Scott from Northwest Office Technologies Inc. came into the office and has ordered the things he needs; hopefully the office networking will be set-up and complete in the next week.
8. **Audits Update-**Clerk and Tanya's Booking still working on getting QuickBooks up-to-date and ready for the auditors. We have a goal of getting all the information to them by the end of January.
9. **Public Safety Night w/ the Kootenai County Sherriff Office-** Reverse 911 Demonstration, Scams information for seniors, and a Protect Teens video- Athol to hold a Public Safety Night, -encourage citizens, seniors, and teens in the community. Possibly add Mary's interest in Neighborhood watch, and Mayors Offenders list. Looking at first part of February.
10. **Access Idaho-** This is about the city's ability to begin accepting credit and debit card payments. Lori looked into Access Idaho, this is a program designed for cities and other government agencies to avoid incurring large bank/merchant fees with their banks. There is a 3% plus \$1.00 user fee per transaction. (So for example if a citizen wanted to pay their water bill with their debit or credit card, they would be paying an additional \$1.41) We would still accept cash and checks, but this just allows those interested the ability to use and pay with their credit or debit cards. **Motion was made by McDaniel, seconded by Zichko to set-up an Access Idaho account, once the new city attorney has reviewed the contract documents. All in favor- yes. Motion passed.**
11. **Travel Request-** City Clerk to Boise for the March Conference- with Mountain West Municipal Clerks & Treasurers Institute, at the Riverside Hotel, Boise (March 25-27) The conference registration is \$250.00, a flight with Southwest Airlines is about \$180.00, the Hotel conference rate is \$95.00 and possible meals, although it's possible some will be included with the conference. (a Idaho state rate per diem for meals was listed at \$46-\$7.00 for breakfast, \$11 for lunch & \$23 for dinner) Based upon these items Lori thought the total amount might be around \$864- She asked for an advance check for \$800; she will submit all receipts and payback any difference; she's also looking to share a hotel with to split the rates there to save money and plans on applying for a conference tuition scholarship to help save money. **Motion was made by McDaniel, seconded by Spencer to grant an \$800 travel advance to Lori Yarbrough for the IIMC conference in March on Boise. All in favor- yes. Motion passed.**

PUBLIC COMMENTS: Deborah Warner, wanted to update the city on her process towards finding someone to sculpt the tree stumps located in front of the library. She's hoping to raise the money through donations to pay an artist to come. Jack McIntire from Selah, WA is willing to do this for \$800 a day, (he said, probably needs 2 days to do it). She's looking for ideas to fundraise, there was some discussion regarding possibly including the school kids to draw some ideas as to what have sculpted. His website is www.chainsawcarving.net she's hoping to raise money throughout this year, to have the money by next spring. She will keep us posted.

ANNOUNCEMENTS: None

EXECUTIVE SESSION: Motion by Zichko, seconded by McDaniel to enter in Executive Session as provided by Idaho Code 67-2345 § (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in an elective office is being filled. *DISCUSSION on City Attorney Interviews/Appointment
Roll Call: Zichko Yes Miller Yes Spencer Yes McDaniel Yes

Time begins: 8:25pm, Time ends: 8:55pm

Back to regular meeting: There was some discussion regarding the parameters of the new attorney contract requirements and pay range, then the Mayor made her appointment.

12. Attorney Appointment- The Mayor made an appointment for John Cafferty of Hawley Troxell. Motion to Confirm Appointment of John Cafferty. Roll Call: Zichko No Miller No Spencer No McDaniel No Motion Denied

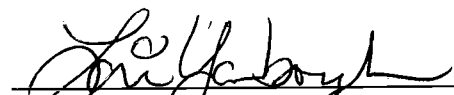
Attorney Appointment- the Mayor made another appointment for Katie Elsaesser of Elsaesser Jarzabek Anderson Elliott & MacDonald Motion to Confirm Appointment of Katie Elsaesser. Roll Call: Zichko No Miller No Spencer No McDaniel No Motion Denied

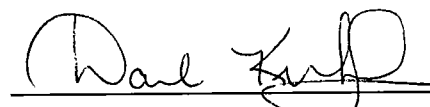
There was another brief discussion, then:

Attorney Appointment- the Mayor made another appointment for Randy Adams of Adams & Gaffney LLP. Motion to Confirm Appointment of Randy Adams. Roll Call: Zichko Yes Miller Yes Spencer Yes McDaniel Yes Motion Approved

ADJOURNMENT Motion to adjourn was made by Zichko, seconded by Miller All in favor-yes, Motion passed at 9:03pm.

ATTEST:


Lori Yarbrough, City Clerk/Treasurer


Darla Kuhman, Mayor

Approved at Council 2/4/15