

Approved

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

MINUTES

February 16, 2016

Mayor Wachter called meeting to order at: 7:00 P.M.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Present: Mayor Wachter; Councilman Spencer; Councilwoman Zichko; Councilman McDaniel;  
Councilman Hill & City Clerk/Treasurer Lori Yarbrough, Public Works- Stephen Williams.  
(No Current ATTORNEY)

**APPROVAL OF LAST MONTH (January 19th) MEETING MINUTES:**

Motion by McDaniel, seconded by Zichko that we approve last month's meeting minutes, no amendments.  
\*DISCUSSION All in favor- **Motion passed.**

**APPROVAL OF LAST MONTH (January 20th) SPECIAL MEETING MINUTES:**

Motion by Zichko, seconded by Hill that we approve last month's special meeting minutes, no amendments.  
\*DISCUSSION All in favor- **Motion passed.**

**APPROVAL OF LAST MONTH (January 27th) SPECIAL MEETING MINUTES:**

Motion by McDaniel, seconded by Spencer that we approve last month's special meeting minutes, no amendments. \*DISCUSSION All in favor- **Motion passed.**  
Mayor Wachter said this meeting was to review the current city fee structures. He also announced there will be a Public Hearing on Thursday March 3<sup>rd</sup> at 7:00pm regarding a Resolution to increase City Fees.

**APPROVAL OF BILLS AS SUBMITTED:** Motion by McDaniel, seconded by Zichko that we approve paying Jan/Feb's bills as submitted. \*DISCUSSION-All in favor- **Motion passed.**

**TREASURY REPORT-** Lori submitted report; WF checking balance: \$-5.00; which was brought to a zero just after month-end and is now closed, STCU checking \$96,109.23; STCU saving/mm \$75,074.72; and the LGIP balance: \$409,447.99. Lori also mentioned she transferred \$50k from STCU checking to the STCU savings, for higher earnings.

**WATER REPORT-** Lori submitted; January usage was: 1,775,500 gallons; **December usage was: 2,324,400 gallons.** Approx. 17-18 accounts are over 60 days past due this month- Clerk also mentioned a partial payment was received for the Kelley Whey property that we certified to the Tax rolls last years. She will begin shut-off notices this week. Staff also address council regarding needing direction on the following issue: 6030 E Lorraine, now has a 2<sup>nd</sup> home/dwelling (5<sup>th</sup> wheel) on the property living in it and asked they asked to pay the bill, expecting the city to have increased the bill. Clerk explained since there's been no official, request/approval to add an additional water user to that property, there is no change in the billing.

*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.*

Staff would like to know how we proceed with situations like this. After a brief conversation it was determined that once an attorney is selected to work with the city, it will be discussed with him and a decision on how to address this and other issues will be figured out. Council wants to be sure we begin doing things right, regardless of how things had been previously handled.

**CITY NEWSLETTER** – Lori submitted, pending any minor spelling and grammar changes anyone sees.

**OTHER BUSINESS:**

1. **A Community Review-** Mayor and Clerk shared information regarding the possibility of the City applying with the Idaho Rural Partnership to have a Community Review done. They shared the basics of what it is and what to expect and what the city might gain from doing this. (a handout was available in the back, and will also be available on the city website, and in the office) The discussion with council and the citizens really centered on needing people to be on board with wanting to have something like this done, the public participation is very important to making it a success for the city. The city planner also added how he felt it would be a valuable exercise for the city to undertake, since we need to update the city comprehensive plan anyway- this will help in taking that pulse of the city which is part of the comp plan. He feels it would be a huge opportunity and strongly encourages the community to take part. After that discussion Sue Fevold, President of the Grandmothers club spoke -suggesting she will be in contact with her to group to possible assist by providing a lunch for one of the days. She will get back to the city regarding their help in this fashion. The application deadline will be April 15, if selected the review might possibly be done in September 2016. Item tabled until more information is reached and can be brought up again next month. In the meantime if everyone could look over the information given to better understand what a community review is and how it can help the City of Athol to move forward. It's a great time to help create a new vision- How do you want to the City of Athol to be or look like?
2. **Planner Report, Rand Wichman** – gave a brief report, 1) he has spoken to Sandy Young, who is working for the Cole Annexation- they are still working their response to his letter he sent last month. It's likely they will need a comp plan map amendment, and the challenge might be what zoning use the property needs. 2) He also mentioned the city has received a 2<sup>nd</sup> annexation application from Chan Karupiah regarding some 35+ acres on the north side of the city and west of N. Old Hwy 95. He has not reviewed the application, but his first thoughts is that this too will likely need a comp plan map amendment. 3) With his overall review and assessment of the current city fees, it is necessary to get those updated; which is something the staff and council has been working on. (Public Hearing set for Thursday March 3, 2016 at 7:00pm) 4) There has been a few other people/groups showing some interest in future annexations and poking around in land and use just outside of the current city limits, they are still looking over their options. He feels all the more reason for us to get out better prepared with our ducks in a row. We have also updated the city annexation application form, which we have begun using and he's working on the comprehensive plan map amendment forms and such next. Another note he mentioned was he also encourage the council, once they have a city attorney back on board, to discuss city code enforcement issues that are and have been coming up; and address those soon.
3. **Set Budget Hearing-** Clerk needs to provide a date to the county before April 30, 2016. Lori reviewed last year's calendar and process of how many meeting and such were conducted, after a brief discussion it was determined to set the Fiscal Year 2017 Budget Public Hearing for August 16 2016 at 7:00pm, same date as the August regular council meeting. The first council budget workshop will be March 29<sup>th</sup>, a Tuesday at 5:00pm. This is open to all citizens and the local groups that are interested in helping.
4. **Athol Daze-** Will be August 13, 2016 this year. Again a brief of the meeting that was held on 2/2/16 @ 2:00pm (same as beautification meeting) by Lori was given. Council again had a brief discussion

regarding the parade route; Lori will continue to check with the local businesses who were affected and get back to council, Stephen to do some checking with the ITD and Lakes Hwy District regarding the permits. Lori also reminded that there will need to be a discussion regarding the vendors and power in the park this year and what type of improvements will be needed to prevent breaker popping again. Mayor Wachter and Stephen to still review this. A theme for this year, that was brought up was: "Athol, A New Direction". We really hope to increase the number of participants in the parade this year, with more kids and some floats. Also discussed at the planning meeting was the possibility of bringing back "Little Miss Athol" (for 5<sup>th</sup> & 6<sup>th</sup> grade girls) and some games for crawlers (babies) and families. There is also a possibility of having Lawn Mower races here on Saturday. Next, planning meeting will be on Tuesday March 1<sup>st</sup> at 2:00pm. Councilman Spencer also suggested we look into some better signage this year, possible something high in the road.

5. **Athol Beautification** –Councilwoman Zichko and City Clerk gave a brief description of the first planning meeting for Athol Beautification that was held on 2/2/16 at 2:00pm. There was approximately 13 people who attending. Beautification this year begins April 23<sup>rd</sup> and ending on Saturday 4/30/16. Another planning meeting was set for 3/1/16 at 2:00pm. This is open to all citizens and the local groups that are interested in helping.
6. **Idaho Rural Water Assoc.** – Stephen submitted a proposal to attend this year's annual Spring Conference in Pocatello, ID in March 15<sup>th</sup>- 18<sup>th</sup> 2016. He was able to get his conference fees taken care of by an outside party, and wants to drive, both of which will keep the costs down. Motion by Zichko, seconded by Hill to approve Stephen Williams attending this year's conference in Pocatello, and issue him an advance check, for \$500, to cover the costs. It was asked that upon his return he submit a report sharing what he learned and of course receipts. \*DISCUSSION-All in favor-  
**Motion passed.**
7. **Site Disturbances- Disturbances** (0 Issued/1 Pending) for January 2016
  - a. 6030 E Lorraine Ave. New shop & House (Kuhman) **Pending from Oct 2015** – A new map was submitted by applicant and asking for approval of her 60 x 100 foot shop. Clerk and city planner made contact via email asking for the intended use of the building, and to see if any of the previously mentioned documents we available. She did not offer any answers or response. The planner spoke briefly with her about the parameters but he is unaware as to her decisions. Council determined to keep the application pending at this point, until more information is supplied. The planner said we could send a letter/email keeping her informed of the status of her applications and what information might still be necessary for a decision to be made.

## PUBLIC COMMENTS

**Cindy Devine, Athol**- Wanted to confirm the Public Hearing on Thursday March 3, at 7:00pm. The clerk confirmed that date and time, as well as said the list of the proposed fees will be posted on the city website as well as you can stop into city hall to get a copy or ask any staff/council/mayor any questions they might have.

**Deputy Solar Larson, Athol**- Asked what the website was for the Community Review with the Idaho Rural Partnership: <http://www.irp.idaho.gov>

**Gary Devine, Athol**- Asked a question regarding how he or someone would go about knowing where the fence/property lines between the street and the house are. Mayor Wachter answered officially you would hire a surveyor to come out and mark them. A minor discussion regarding a few people who said they might be willing to help him identify the stakes that might already be in the corners of his land.

**ANNOUNCEMENTS** **City Council- none;** / **Mayor Wachter- none;** / **Staff- Lori** – Lori wanted to remind everyone again of the upcoming Public Hearing to review the City Fees- its Thursday March 3, 2016 at 7:00pm; she also mentioned her, the Mayor and Stephen attending the upcoming Safety-fest classes being held at the

NIC Workforce Training center, free of charge; and finally she gave a brief mention of the class she and the Mayor attended last week at the IDOL regarding the United Way and the ALICE Program. (go to <http://www.unitedwayalice.org>) Stephen gave an update on the Cybersecurity training he attended with the IDOL last week. He said this basically opened his eyes to just how easy it might be for someone to hack the city computers, and potential commit a crime. After a brief discussion, he wants to look into the city hiring a consultant to access the cities risk and help us to better secure our network and such. He'll look into it and get back to council next month.

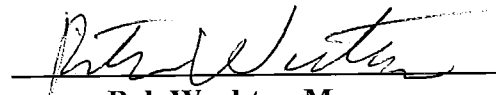
**EXECUTIVE SESSION** Motion by Hill seconded by McDaniel to enter executive session pursuant to Idaho Code 74-206 subsection (1) (a) to consider hiring a city attorney. Roll Call Vote: \*DISCUSSION- Roll Call: Councilman Spencer - yes Councilman Hill – yes, Councilman McDaniel – yes, and Councilwoman Zichko - yes. Motion Passed.

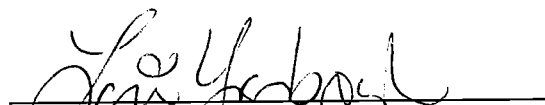
**Time: 8:21pm began Executive Session- Returned from Executive Session at 8:34pm**

- 8. City Attorney Appointment-** Mayor Wachter made an appointment, of Mr. John Cafferty with Hawley Troxell, as per the RFP terms as the new Athol City Attorney. Council confirmation was then completed- by a roll call vote. Motion by McDaniel, seconded by Hill, to accept the Mayor's appointment and hire John Cafferty with Hawley Troxell as the new City of Athol Attorney, accepting the term listed in the RFP. \*DISCUSSION- Roll Call: Councilman Spencer - yes Councilman Hill - yes, Councilman McDaniel – yes, and Councilwoman Zichko -yes. Motion Passed.

**ADJOURNMENT at 8:37pm**

**ATTEST:**

  
Bob Wachter, Mayor

  
Lori Yarbrough, City Clerk/Treasurer

Approved at Council on 3/15/16