

**Regular City of Athol City Council Meeting**

Held in the Council Room in City Hall

**Tuesday, September 20, 2016  
7:00pm Regular Council Meeting**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Present: Mayor Wachter; Councilwoman Zichko; Councilman McDaniel; Councilman Spencer; Councilman Hill; Office-PT, Laurie Fondahn-Baker; Public Works, Stephen Williams; City Planner, Rand Wichman; City Attorney, J. Cafferty. Not present: City Clerk/Treasurer, Lori Yarbrough

**APPROVAL OF LAST MONTH (August 16th) MEETING MINUTES:**

Motion by Spencer, seconded by McDaniel that we approve last month's meeting minutes without amendments. \*DISCUSSION All in favor- Motion passed.

**APPROVAL OF LAST MONTH (August 23rd) SPECIAL MEETING MINUTES:** Motion by Zichko, seconded by Hill that we approve last month's special meeting minutes. \*DISCUSSION All in favor- Motion passed. *This was a meeting to re-set the next tentative budget for the upcoming FY2017 budget, using the forgone money.*

**APPROVAL OF LAST MONTH (Sept 6th) SPECIAL MEETING MINUTES:** Motion by McDaniel, seconded by Spencer that we approve last month's special meeting minutes. \*DISCUSSION All in favor- Motion passed. *This was a meeting to hold a public hearing for the FY2017 budget and pass an Appropriation ORD budget for the upcoming FY2017 budget, using the forgone money.*

**APPROVAL OF BILLS AS SUBMITTED:** Motion by Zichko, seconded by Spencer that we approve paying Aug/Sept's bills as submitted. \*DISCUSSION-All in favor- Motion passed. Zichko and Mayor discussed CDA Press (credit), H.D. Fowler (for the sprinklers a credit?) and Railroad Mgmt.; they will discuss with Lori when she returns. Zichko wanted clarification on bills before we pay (it's clear as mud), but will pass with clarification on those 3 items and make sure reimbursement is covered. Attorney Cafferty interjected that BNSF (railroad) costs- we are working on getting it resolved, hopefully before the next meeting.

**TREASURY REPORT-** Lori submitted report; Council President Zichko read aloud recapping the ending balances; STCU checking \$39,246.51; STCU saving/mm \$90,328.82; and the LGIP balance: \$454,509.43.

**WATER REPORT-** Lori submitted report; Mayor read aloud; July usage was: 5,906,300 gallons; **August usage was: 10,114,200 gallons.** We billed for \$7,792.50 and collected \$7,768.78. Two-three account letters were sent out, with an outstanding balance of \$210.50 for those over 60 days. Not bad this month (Aug was

*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.*

dry). There was also a report reminder that new rates will be increased as of the October (new fiscal year) billing.

#### **OTHER BUSINESS:**

1. **PHD, SMP Reminder Letter received** – Bob received the letter as a reminder of our obligation to tracking the septic pumping for each property. We are putting that back on the top of our list, so next month or so we hope to have letters out to everyone in the city. Mayor commented that we are being forced to address it now, not only because of the Septic Management Plan but, because septic's do break down.
2. **Planner Report, Rand Wichman** – Rand submitted a written report.
  - A. Annexation- Emailed Ellory/JUB every week to move along, but not being active enough. Is taking painfully long to get contract signed, therefore, pending engineering issues. If not receive contract by Oct, will look elsewhere for a new agency. Mayor said maybe he's procrastinating because his feelings got hurt from not being selected. Rand also added that Cole's are interested in moving forward re water engineering system on their annexation also.
  - B. Code Enforcement
    - a. Dan Holmes: Working with him on the RV Park but is on vacation, but told Rand he wants to meet with him when he returns to discuss options.
    - b. Dan Ratcliff: Met with him last week and is making reasonable progress (removal of signs, cars, and RVs). Will continue to work with him and have additional info at next meeting, but ultimately he needs to see progress continuing to happen on these properties. Zichko said there is a visibility problem with his right-of-way, but Rand said it is not illegal.
    - c. Brian Schaeffer: Rand took photos of his 30590 N. Meadow St. place and not in violation.
    - d. Will be mailing violation letters out soon to Randy Krieg/Frank & Marilyn Kokot Family Trust, Jesse & Jack Isabel/Myra Parcell, David Simpson, and Calvin Stack.
  - C. Code Amendments- Has 23 pages so far done and almost complete, but needs clarification on subdivision requirements and right-of-way encroachments. Currently, we don't have 1) Parking in right-of-way if off the pavement; operable vehicles/boat/trailer/personal property in right-of-way. Is this something council wants added, general consensus was yes. Rand continued by stating that personal property not legal in ROW is more of an issue if in intersection; 2) Encroachments- the city doesn't currently address or regulate (adding it is important because of city assets- like water meters and such are effected), things such as signs, stone monuments for mailboxes, trees etc. are all currently being placed in the ROW. Rand recommends the city having a process for encroachments, but asked the council...do we need permits for encroachments? Consensus was yes, Rand will draft up, they are not hard to add to the Codes; 3) Rand asked about revegetation /dust control issues- council consensus was no, not an issue at this time; 4) Rand asked about another area Home Occupations- he feels needs some tuning up to broaden it, allowing for accessory buildings for the business to some degree. Council consensus was yes draft it up; 5) Rand says no meaningful shortcut on fixing short subdivision section. He suggests eliminating the short plat and just have the subdivision process. It's already a quicker than most other cities, generally a 2-3-month process. The city just doesn't have the staff enough to process them all. Rand will try to have these amendments drafted to the attorney next month-maybe for a possible Dec's Public Hearing. This could help get Site Disturbances out of Council's hair.
  - D. Community Review- been somewhat time consuming, but worth it to have. A lot of homework assignments! Only 2 more conference calls and October is the review meeting time. . over soon!
3. **Decision on Site Disturbance Applications – 7 or 8 new applications:** Buhl oh Hwy 54; Cooke on 4<sup>th</sup>; C & L on Hwy 54; Devine/Denis on Menser; Thomas on 3<sup>rd</sup> St; Cutler on Grove, and Zichko on 3rd.

- a. Motion by McDaniel, second by Zichko “to approve 6ft privacy cedar fence on the rental house site for Stacie Buhl at 5487 Hwy 54, as recommended by city planner.” Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - b. Motion by Spencer, second by Hill “to approve 6ft wood fence on south property line for Deon Cooke at 30040 N. 4th St., as suggested by city planner.” Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - c. Motion by Hill, second by McDaniel “to approve gate at the rear of property C & L at 5885 E. Hwy 54, and as suggested by the city planner submitted 9/12/16.” Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.** Rand did not have this Site Dist., so was handed one and quickly reviewed and approved.
  - d. Motion by Hill, second by Zichko “to approve C&L’s concrete shop pad per Rand’s Site Dist. from 8/26/16”. Council reviewed and approved. Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - e. Motion by McDaniel, second by Zichko “to approve changing 4x6 deck with a bigger 8x6 deck on east side for Gary Devine at 5875 E. Menser Ave., and as recommended by city planner -it meets all set-backs.” Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - f. Motion by McDaniel, second by Spencer “to approve setting up an 8x10 storage shed on a pre-existing concrete pad for Celine Thomas at 30525 3<sup>rd</sup> St., recommended by planner to approve.” Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - g. Motion by Spencer, second by McDaniel “to approve the 4ft high chain link fencing of the 5 lots and replacing of some existing fence at 572(5)7 Grove St. for Mike & Peggy Cutler.” and as recommended by city planner -it meets all city code requirements. Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
  - h. Motion by McDaniel, second by Hill “to approve putting a roof cover on an existing front porch for Mary Zichko at 30150 N. 3<sup>rd</sup> St.” and as recommended by city planner -it meets all code requirements. Roll Call Vote: **\*DISCUSSION- Roll Call:** Councilman Spencer -yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-abstained. **Motion Passed.**
4. **Discussion of Water Meters** -Stephen replacement types and future options. Stephen presented some new meter options and prices. He likes Badger for radio read vs. direct read (trial option \$2,500 = 10 meters). “Stephen says we need to keep up with technological advances instead of direct reads.” There would be no software maintenance, everything is web-based and Badger does it all. Residents can read their own meter usage or defects and notify City, where we would handle all customer contracts. Every hour, it sends a signal to the satellite, therefore, an easy read and can set up a program for all City employees. However, their billing software is not compatible with ours. 10 yr. contract = \$ .89/service fee per connection and we can keep the meters after contract expires, but City is on its own after that. If City buys the radio read at same cost, the meters would be free. Stephen wants to try option #3 out before the Oct. freeze. It was suggested putting this info in the Oct. newsletter to get maybe 10 volunteers to install the meters and let us know of their experiences for the trial. Motion by Spencer, second by Zichko “to approve Badger Orion Cellular for a 6-month city meter trial option #3 as suggested by Stephen.” Roll Call Vote: **\*DISCUSSION- Roll Call:**

Councilman Spencer -yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**

5. **Approval of Real Life Ministries-** Annual rental update- *Mayor would like to keep everything the same that they pay \$200 a month, and meet in the whole building Monday nights. They have also helped with a number of city events.* **Motion by Hill, second by Spencer** “to approve another annual year of Real Life Ministries rental use of the facilities on Monday evenings at the rate of \$200 a month.” Vote: \***DISCUSSION**-Spencer added that they use the council room for counseling sessions and the gym for the kids. **Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
6. **DEQ Grant Award-** Motion for Mayors signature. **Motion by McDaniel, second by Zichko** “to approve the signing of the Mayor’s signature on the DEQ grant award for partial funding of the Water Facilities Plan.” Vote: \***DISCUSSION**- **Roll Call:** Councilman Spencer-yes, Councilman Hill-yes, Councilman McDaniel-yes, and Councilwoman Zichko-yes. **Motion Passed.**
7. **Community Review-** Mayor to discuss city dinner options for the 3<sup>rd</sup> night of the Review. Wants to get 3 bids from local dinner restaurants, maybe instead of using a vendor from outside the city. Mayor to remind everyone of the dates and encourage participation. Flyers around, please take some and pass the word. Laurie read the invitational dinner letter for Country Boy Café, Moe’s Roadhouse BBQ, & Saddle Up Grill to put in their bid by Mon., 9/16 to cater on 10/6/16 at 5:30pm in the Community Center main room. Bob reviewed itinerary, meeting and touring days. Stephen suggested the city getting a projector and/or a 65”TV. (\$500) for the city, as it would be nice to have for events and functions like this review. Josh said he could donate a 36”TV.

#### **PUBLIC COMMENTS**

**Margaret Whallon** – Are there certain areas for septic pumping? Mayor suggested sending out a letter is our 1<sup>st</sup> step. Residents will need to show proof of receipt for the pumping. We are still working out things after that, the city is not pumping, but it generally costs approx. \$300 to pump. Costs can be cheaper if we can set groupings at a time. There are 300 plus properties, some have records, some don’t, and some cesspools don’t have lids.

#### **ANNOUNCEMENTS**

City Council Staff – Lori (not present)/Stephen/Mayor

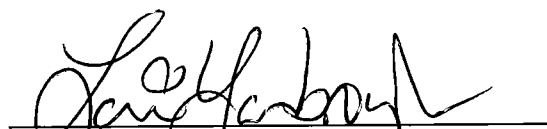
**City Council** – Councilman Hill wants to know where all the Accounting email accounts and passwords are in case something happens to our City Clerk, Lori. Tanya (bookkeeper) has some, and our computer guy, Michael, may have some as well. Mayor will check into it.

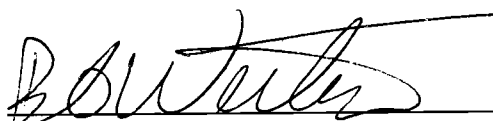
**Stephen** – Sprinkler were \$500 under budget; power in the park around \$10k; \$8k rebate for lighting upgrade. Council asked about checking in to see if any real change in cost-lower monthly bills?

**Mayor** – Contacted Jerry to relocate Quonset by Davis; Kudos to Stephen for all his summer help setting up the Community Center and Park lights, sound system/power, and cleaning for Athol Daze and everything. Everyone clapped. His new nickname is “Happy . . . Gilmore!”

**ADJOURNMENT at 8:36pm**

**ATTEST:**

  
Lori Yarbrough, City Clerk/Treasurer

  
Bob Wachter, Mayor

Approved at Council on 10/18/16