

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

MINUTES

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

December 15, 2015

PLEDGE OF ALLEGIANCE

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

Present: Mayor Kuhman; Councilman Spencer; Councilwoman Zichko; Councilman
McDaniel; Councilman Miller & Attorney, - NO ATTORNEY PRESENT

APPROVAL OF LAST MONTH (October 20th) MEETING MINUTES:

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

APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, seconded by Spencer that we approve paying Oct/Nov's bills as submitted, but with no November meeting, due to wind storm and power outages. *DISCUSSION-All in favor- **Motion passed.**

APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, seconded by Miller that we approve paying Nov/Dec's bills as submitted plus H & H. *DISCUSSION-All in favor- **Motion passed.**

TREASURY REPORT- Lori submitted report; WF checking balance: \$14,117.55, STCU checking \$43,258.20; STCU saving/mm \$75,030.17; and the LGIP balance: \$389,837.38. Lori also submitted a re-cap of the advance for the Sept. ICCTFOA Conference she attended in Boise.

WATER REPORT- Lori submitted; November usage was: 1,801,200 gallons, since no November meeting the October usage was: 2,090,300 gallons

CITY NEWSLETTER – Lori submitted, has only made a minor corrections in spelling and grammar.

OTHER BUSINESS:

- 1. Review and vote on the Sewage Management Plan (SMP formerly called SMA)** Dale Peck from Panhandle Health District spoke briefly to the few commercial property DE allocation changes that were made since the original presentation 2 months ago. Only two other minor changes were made to the map- updated aerial photo and Zichko property active/inactive reversed. The updated map now shows 387 active / 154 in active DE's, totaling the 541. Ellery from JUB also stood briefly to identify how those changes were reflected in the map. Mayor opened it up for public comment and discussion: Deborah Warner- asked is it the cities responsibility to pump and pay for septic pumping and citizens pay the city monthly or strictly up to the citizens to have done, show proof and pay it themselves. The answer was the later. The city clerk briefly outlined the process in what citizens can

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expect. Letters will be going out in the next few months asking for your proof of the last pumping of the septic. Once that is recorded you will then be identified/contacted once every 5 years to show proof of pumping. This first time citizens will also be required to put in a 6inch riser as well as- at their expense. Councilman McDaniel asked PHD about those who might have ces pools, will be addressed on a case-by-case basis. Motion was made by Zichko, second by McDaniel to pass/sign (Resolution 2015-04) the Sewage Management Plan with Panhandle Health District 1. DISCUSSION **Motion passed.**

2. **Elections-** Official results were reviewed from the Kootenai County Elections department, a Motion by McDaniel second by Zichko to accept county election's canvass/results from the November 3, 2015 elections. Newly elected are: Mayor- Robert "Bob" Wachter; Council #2- Joshua Spencer; Council #1- William "Bill" Hill; they each hold a 4 year term and will begin as of the January 2016 council meeting. DISCUSSION **Motion Passed.**
3. **Planner Report, Rand Wichman** – said has spent some time familiarizing himself with the city codes; has done a preliminary review of the Cole application, has drafted a letter to them requesting some additional information, that he feels will help answer some of the unknowns. He also mention meeting with Lori, Stephen and the Mayor elect last week to just chat about some of the areas and concerns regarding the city planning and zoning ordinances. He would like to encourage a workshop of sorts in the very near future to meet with the whole council and staff as well, to further discuss where the city is at and what types of things or direction in which the city wishes him to work on.
4. **CD/Investment rates** for council's review- some discussion on the current rates and what if any should the city consider investing. Council suggested Lori to check further in what other cities have done for investments with financial advisors with say Edward Jones type places and find out the exact rate we earn in the LGIP accounts. **Table until next month or two.**
5. **City Attorney Randy Adams-** Resignation of position was received last month just before the wind storm, he is closing his offices and working for the City of CDA. Lori has posted the RFP on the cities website as well as placed some ads with the CDA Press, just as we did during the last year's attorney search. The deadline to apply is January 5th, 2016- so that council will have them for the next council meeting. At which point council will identify who will sit in on the interviews. Lori also drafted up a matrix for hiring/interviewing a new city attorney, she asking for suggestions and feedback for if there are any specific questions they want to be sure gets asked. - let her know of any suggestions.
6. **Anderson Brothers-** The 2015 Draft Audit was included in the council packets, Lori explained the main difference this year is as Annie suggested before related to the new requirements of including the PERSI figures in the audit. There was only one finding this year- the same regarding the segregation of duties- same response as last year was used. Motion made by Zichko, seconded by Spencer to accept the draft 2015 audit from Anderson Brothers and have the Mayor sign the Council President sign the representation letter. DISCUSSION **Motion passed.** Annie will come in person to the January meeting to present the final 2015 audit.
7. **Site Disturbances- Disturbances** (1 Issued/1 Pending) for Sept/Oct 2015- nothing new.
 - a. 6030 E Lorraine Ave. New shop & House (Kuhman) **Pending from last month**
 - b. 5717 Hwy 54. Putting a new out building, off old one; (Allen) **10/20/15, Approved in office.**

PUBLIC COMMENTS

Richard Davis- Wanted to know if Richard Cole's annexation application the only annexation application that has been turned in. The clerk responded that that is correct. No others have been turned in, at this time.

Bob Wachter- During review of the CD Rates and investments, mentioned to council that he heard the Feds might be getting ready to raise the rates, that maybe we should wait to see if that happens- so we don't get stuck in a lower rate CD.

Deborah Warner- wanted to say she agreed with the Mayor regarding the question of conflict of interest in Susan Weeks applying for the City Attorney position- due to they are who represented Sally Hansen against the city.

Deputy Solar Larson- Wanted to 1st thank everyone for their patience during the last storm- they were very busy. 2nd he wanted to announce that a Multi-Agency Citizen Academy classes are beginning 12/12/16- thru 2/23/16 in PF this is a multi-agency free training. He has brochures, if you're interested. He stressed the best thing to do to keep our town great, is to be more observant but not paranoid.

ANNOUNCEMENTS **City Council- Mary** brought up the suggestion of the city office and staff closing early on Christmas Eve and New Year's Eve; Council and Mayor agreed. The office will close at noon on both days. She also mentioned a meeting she, the clerk and Mayor elect attended at the beginning of December with Panhandle Area Council (PAC) - this was just a brief overview of the services and things PAC can help the city with. Such as building new facilities i.e. leasing and helping with potential grants. It was discussed with then, how most grants require some Capital Facility Plan (CFP) first. They mentioned some ways to go about the City getting one done. A letter of Interest to DEQ is the 1st step towards getting a planning grant to get a CFP. / **Mayor Kuhman** wanted to say "she appreciates everyone for their support through-out the past 2 years as being the Mayor", adding she's learned a lot and it was really educational. She also wanted it on record her pet peeve still remains; that she "has not and does not approve of overtime, unless it's an emergency; \$30 an hour is overbearing for the positions the city has" further saying that it's been difficult because she has been over-ruled in the past, but I still stand firm on that". / **Staff- Lori/Stephen** – Lori announced that the city can now officially accept credit card payments, Visa, MasterCard, Discover and American Express; she asked about the purchase of a new QuickBooks verse paying the higher renewal fees on-line. Council was ok with her looking; she also mentioned there has been some interest in the rates to rent the cities PA system, but will begin working on an overall Fee Resolution for the city to adopt so that the city is not duplicating itself in procedures. Finally, she just briefly stated how the next (January 2016) council meeting will go with the changing of the elected officials and the oaths of office. **Stephen** had nothing.

ADJOURNMENT at 8:15pm

ATTEST:

Darla Kuhman, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on