

Approved Minutes

Regular City of Athol City Council Meeting
Held in the Council Room in City Hall**Tuesday, December 20, 2016**
7:00pm Regular Council Meeting

Mayor Wachter called meeting to order at: 7:00 P.M. and wanted to thank everyone who attended the 2nd Community Minded Potluck and felt it was good information given by Janet Ellis regarding the establishment of a Chamber of Commerce.

PLEDGE OF ALLEGIANCE and ROLL CALL:

Present: Mayor Wachter; Councilwoman Zichko; Councilman McDaniel; Councilman Spencer; Councilman Hill; Clerk/Treasurer, Lori Yarbrough; Public Works, Stephen Williams; City Planner, Rand Wichman; City Attorney, J. Cafferty.

APPROVAL OF LAST MONTH (November 15th) MEETING MINUTES:

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

APPROVAL OF SPECIAL MEETING (November 29th) MEETING MINUTES:

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

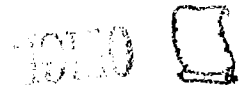
APPROVAL OF BILLS AS SUBMITTED: Motion by Zichko, seconded by McDaniel that we approve paying Nov/Dec's bills as submitted with the additional 3 bills presented (Staples, CDA Press & Coleman Oil). *DISCUSSION-All in favor- **Motion passed.**

TREASURY REPORT & 4th Quarter Financial Statement- Lori read aloud the ending balances; STCU checking: \$12,026.59; STCU saving/mm: \$90,429.92; and the LGIP balance: \$475,914.36. She told council *Tanya's Bookkeeping Services rates will be going up to \$40 an hour effective January*, her 1st increase in several years. The 4th Qtr. Financial Stmt will be published on 12/22/16 in the CDA Press. There was a brief review of the financial statement since it was for 4th quarter year-end. Lori then requested a transfer between accounts. **Motion by McDaniel, seconded by Zichko to direct the treasurer to transfer \$35,000.00 from the STCU saving account to the STCU checking account.** *DISCUSSION – Lori explained reason is due to timing of the new incoming funds (property taxes) for the fiscal year, as well as the pass-through invoices for the Hughes annexation and DEQ grant projects with Keller Associates.

Roll Call: Zichko – yes; Hill – yes; Spencer – yes; McDaniel - yes - Motion passed.

WATER REPORT- Lori reported October usage was 1,906,400 gallons; **November usage was 2,268,800 gallons.** We billed for \$5,294.50 and collected \$5,133.51. Only 3 account letters will need to be sent out with an outstanding balance of \$488.50 for those over 60 days. Haulers was 127,000 gallons

***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.*



OTHER BUSINESS:

- 1. **Draft Audit presentation of the Fiscal Year 2016 was given by Annie Van Valin, with Anderson Bros.;** Council approved the 30+ page Fiscal Year 2016 Draft Audit presentation by Annie.

Motion by Zichko, seconded by Hill to authorize the Mayor’s signature and accept on the representation letter, for the Fiscal Year 2016 audit. *DISCUSSION Annie will bind the final and mail to city, as she will not be back to present final since there are no changes.

Roll Call: Zichko – yes; Hill – yes; Spencer- yes; McDaniel – yes. - Motion passed.

- 2. **Presentation by Nancy Mabile w/ Panhandle Area Council (PAC) for contract proposal to update the city’s comprehensive plan.** –Nancy briefly presented what a comp plan is and her proposed rough timeline for completion. Rand interjected that he feels it’s too soon, that the city needs to get through the code updates, permits, updating resolution of fees, and numerous forms to go with it all. Rand and Nancy were asked to further discuss what roles each would have, including the overall costs for each. **No Decision was made the item was tabled.**

- 3. **Planner Report – Given by Rand** The 3rd draft of the code amendments are complete and a public hearing date is set for 1/17/17 at 7:00pm. There was a small discussion on the changes made in the septic pumping section. As far as annexation updates, he knows Hughes is hoping for it to be completed in March, but for that to happen Rand gave them a time line as to how much needs to happen to make that date; Rand feels that’s a tall order. Briefly he identified a timeline to hold a public hearing might be in mid to late February. No site disturbance applications are complete or ready for approval. Finally, he asked council for direction on getting a Comp Plan Map done – in relation to the previously approved amendment that was made earlier in the year. Council advised to get it done as cost effective as possible, probably less than \$500 and bill the city for reimbursement.

- 4. **Site Disturbances** -no completed applications ready.

- 5. **Discussion of Annual Fee Updates** - a revised draft based upon the discussion of water hook-up rates/late fees etc. from the special meeting on 11/29/16 was not ready for council.

- 6. **Discussion on Modification of the Athol City Code Title 6, Chapter 2 Water Use Regulations** was also not ready for council to review.

- 7. **Community Review Town Hall in January- Mayor Wachter** as part of the finalizing of the Community Review done in October with the Idaho Rural Partnership, they will be ready to come back with a presentation and full written report. This is planned to happen in January just before the next city council meeting at 5:00pm in the gym, there will be light refreshments (coffee & cookies).

- 8. **FATBEAM – Agreement discussion/approval of ROW Agreement as presented.**

Motion by Spencer, Second by Hill to authorize the Mayor’s signature on the ROW agreement with Fatbeam as presented. Discussion – the attorney shared his billing process and timeline changes that he made. **Roll Call: Councilman Spencer – yes; Councilman Hill – yes; Councilman McDaniel – yes; and Councilwoman Zichko - yes. Motion passed.**

- 9. **ABC Food Bank to host a Circus on city property in June - Motion by Hill, second by McDaniel to approve the use of the city baseball field by the ABC Food Bank (which is non-profit) for the purpose of having a Circus on June 13, 2017 at no charge, but to be sure the circus insurance names the city.** Discussion **Roll Call: Councilman Spencer – yes; Councilman Hill – yes; Councilman McDaniel – yes; and Councilwoman Zichko - yes. Motion passed.**

PUBLIC COMMENTS - None


ANNOUNCEMENTS -City Council- Councilman Hill – Approached by Sharon Moore regarding C & L Repair using the back-gate access (Grove & 5th) now used for test drives, traffic and speeding, is an issue and

concern. Deputy Solar Larson was present and said he could stop in to chat and make notice, as well as the Mayor said he could also chat with C & L to rectify this matter.

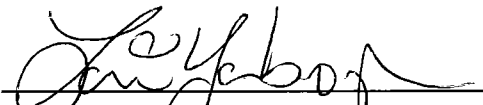
Staff – Lori- 1) shared the Kootenai County Sheriff report for November and December; 2) she also shared that about 63% of the property owners (113 of 307 left) have responded so far regarding the last septic pumping; 3) announced that the US Postal Service is looking to relocate the Athol Post Office and will be holding a Public Meeting on January 10th at 5:00pm in the gym, everyone is encouraged to attend. **Stephen-** brought to the council's attention a discrepancy on the Hester site disturbance that was approved last month. The owner does not appear to have secured the proper state permits, as well as the location of the trailer is not meeting the 10' set-backs and is therefore not in compliance. After a brief discussion, he and Rand will be following-up with this property owner. **Mayor** had no announcements.

ADJOURNMENT at 8:47pm

ATTEST:

 12-18-17

Bob Wachter, Mayor



Lori Yarbrough, City Clerk/Treasurer

Approved at Council on 1/17/17