

Approved Minutes

## Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, July 18, 2017

7:00pm Regular Council Meeting

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

### **PLEDGE OF ALLEGIANCE and ROLL CALL:**

Present: Mayor Wachter; Councilwoman Zichko; Councilman McDaniel; Councilman Hill;  
Clerk/Treasurer, Lori Yarbrough; City Planner, Rand Wichman; & City Attorney, J. Cafferty  
Not present: Councilman Spencer; Public Works-vacant

### **APPROVAL OF LAST MONTH (June 20th) REGULAR MEETING MINUTES:**

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

### **APPROVAL OF LAST MONTH (July 11th) SPECIAL MEETING BUDGET WORKSHOP MINUTES:**

Motion by Hill, seconded by McDaniel that we approve the May 18<sup>th</sup> meeting, without amendments.  
\*DISCUSSION All in favor- **Motion passed.**

**APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, seconded by Hill that we approve paying June/July's bills as submitted with the 1 amendments/additions.** \*DISCUSSION-All in favor- **Motion passed.**

**TREASURY REPORT & 3<sup>rd</sup> Qtr. Fin. Stmt** - Lori read the balances of each account: STCU checking = \$47,932.95; STCU savings = \$55,569.42; LGIP balance = \$523,562.35; the only misc. income was Josh Spencer's insurance premiums for \$778.50. Lori then recapped information from the city's 3<sup>rd</sup> Quarterly financial statement. The total revenues to date are \$247,914.00 which is 66.66% of the budget and the total expenses to date are \$217,519.00 which are 50.95%. It will be published in the CDA Press early next week.

**WATER REPORT-** Lori read the usages: May usage = 3,077,200 gal. (haulers 144,700); June usage = 3,639,100 gal. (haulers 157,800); Now the 4<sup>th</sup> month of late fees in effect = 39 people hadn't paid and will get a late fee. 5 Shut-off letters need to go out.

### **OTHER BUSINESS:**

- 1. III-A Amy Manning – to present their annual report.** The III-A is the group we get the medical, dental and vision benefits through for the elected official and employees. Amy gave a little bit of history on the III-A and then went through the Annual Report.
- 2. Council approval for using auditors, Anderson Bros, for the FY2017 Audit-** Authorized Mayor's signature for the Engagement Letter.

*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.*

Motion by Zichko second by Hill to approve the Mayors signature on the FY2017 audit engagement letter with Anderson Brothers. \*DISCUSSION All in favor- **Motion passed.**

3. **Planner Report** - by Rand gave an update on the Hughes Annexation: grading on the site is underway and groundbreaking ceremony was held on July 11<sup>th</sup>. He shared that 3 building location permits have been issued; he mentioned to council his concern for the city code in relation to the setting of manufactured homes and that is probable more comprehensive than necessary, it's an interesting dichotomy that he feels may need more attention to in the near future; he gave a brief update on the pending annexations that he's looking to find out if they are planning on moving forward or if we should consider returning those applications; code enforcement has been keeping him very busy and has been in contact and meeting several property owners around town and will keep council in the loop as to resolution; and lastly, much of his Athol time has been used evaluating the site improvements at Gary Fast's property on Old Hwy 95. He shared it's possible he'll be submitting a special use permit to the city.

4. **Approval of ORDINANCE #413 - Increase in salary for the Mayor and City Council effective January 1, 2018.**

A Motion was made to place the proposed ORD#413, to increase the compensation for the Mayor to \$3,600.00 dollars annually and the City Council to \$1,500.00 dollars annually (each) commencing January 1, 2018 on its first and only reading by title only while under the suspension of the rules. 1<sup>st</sup> by Hill, 2<sup>nd</sup> by Zichko. \*DISCUSSION **Roll Call Vote:** Councilman Hill- yes; Councilman McDaniel - yes; and Councilwoman Zichko - yes; **Motion Passed.**

**Mayor then read the proposed ordinance by title: ORD #413- AN ORDINANCE OF THE CITY OF ATHOL, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING TITLE 1-CHAPTER6- SECTION 4 OF THE ATHOL CITY CODE TO INCREASE THE COMPENSATION FOR THE MAYOR TO \$3,600.00 DOLLARS AND THE CITY COUNCIL TO \$1,500.00 DOLLARS EACH COMMENCING JANUARY 1, 2018; PROVIDING SEVERABILITY AND PROVIDING AN EFFECTIVE DATE HEREOF.**

A Motion to pass ORDINANCE #413 Increase in compensation for the Mayor and Council, and to direct the clerk to publish by summary only incorporating the title as to the body of the summary. 1<sup>st</sup> by Hill, 2<sup>nd</sup> by Zichko. \*DISCUSSION **Roll Call Vote:** Councilman Hill - yes; Councilman McDaniel -yes; and Councilwoman Zichko - yes; **Motion Passed.**

5. **Request for Approval of tentative FY 2018 Budget -**

MOTION by McDaniel, second by Hill, to approve the tentative FY 2018 budget without changes to allow the clerk to post in the CDA press. The public hearing is set for the next month's regular council meeting on August 15<sup>th</sup> at 7:00pm This will also include a public hearing for the updating of city fees. \*DISCUSSION **Roll Call: Councilman Hill -yes; Councilman McDaniel - yes; and Councilwoman Zichko - yes; Motion Passed.**

6. **Athol Daze Update**-Lori, a brief discussion about citizen of the year suggestions; the parade permits all approved, overall park activities on Saturday and Sunday (Athol Baptist and Real-Life Ministries would like to host church in the park). There will be t-shirts for sale this year; the Farmers Market would like to have a presence by setting up like a regular friday and will be donating their special vendor fees for Saturday back to the Athol Daze event. Limited items in this year's live auction and going with a silent auction rather than a raffle for the smaller items. Lawn mower races are a big part to plan this year and we still need volunteers for the whole event, as well as an MC for the day.

7. **AIC Boise Conference** -Lori attended last month and gave a brief review of some of the classes she attended such as setting utility rates for a sustainable system; understanding alcohol catering permits; personnel management; unclaimed property; best practices for social media; and tools for financing city infrastructure. The June conference is a mix of both clerks/treasurers and the elected officials she

hopes and encourages them to consider attending in the future as there is a lot of useful and relevant training. Finally, she asked to pre-purchase her flight for the upcoming ICCFTOA September Conference in Boise because the plane tickets right now are on sale. Council agreed. Lori also noted that the September 2018 conference will be held in Coeur d' Alene, Idaho.

**8. Approval to get the gym floors updated- Mayor**

Motion by McDaniel, second by Hill to approve as per the estimate from Integrity Hardwoods LLC, not to exceed \$7,500; and pay half down. \*DISCUSSION All in favor- Motion passed.

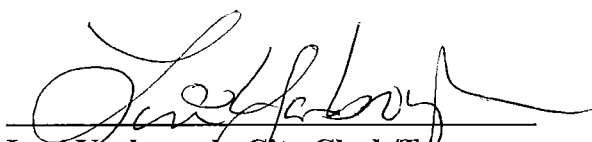
**9. Farmer's Market** – Lori shared that the Farmer's Market would like to request a change in their Friday hours, from 2pm to 6pm instead of 7pm. They are just not getting enough customers during that last hour. Council didn't see any problems with that and no need to update the contract.

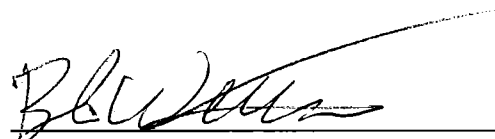
**PUBLIC COMMENTS** - Margaret Whallon, Athol, ID.- Asked what the new water rates might be and what was the decision regarding the water system updating. Mayor Wachter answered that there have not been any decisions on which direction to go with as the updating of the water system. The water master plan is still not quite done yet. Clerk also added that the full list of fees, Resolution 2017-02, will be available in city hall and on-line; but that the new proposed residential water rate is moving from \$14.00 to \$20.00 as of the new fiscal year (10/1/2017).

**ANNOUNCEMENTS City Council-** none / **Mayor** – Announced Mark Mitchell of Sagle area as the new hire for the Public Works / Water Operator Position. He will start work Monday, 7/24/17 and he'll be reading meters with the Mayor his whole first two or three days. / **Staff- Lori** –1) shared with council in their packets they have the most recent draft of the Fee Resolution and that she'll be posting the public hearing date in the CDA Press; 2) Open Enrollment Insurance information in your packets open enrollment is August 1<sup>st</sup>- August 18th; 3) a copy of last month's Sheriff's report; 4)there's info on the USDA's training in CDA on Sept 7, 2017, please let her know if any of you plan on attending so she can get you registered; 5) there's an article on wastewater that was submitted by a local citizen who wanted the council to receive; 6) Lori announced that the codification was finally done, hard copies to council by week end and the city code should be on-line by next week at the latest; 7) finally, there's 3 different versions of a rate study, 2 by an engineer and 1 by IRWA- since the costs vary so much. Lori asked that they take a look at which they feel is more of what they want to best decide how much they need to spend on a rate study.

**ADJOURNMENT: at 9:02pm**

**ATTEST:**

  
Lori Yarbrough, City Clerk/Treasurer

  
Bob Wachter, Mayor

Approved at Council on 8/15/17

