



Unapproved Minutes Draft

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

Tuesday, November 21, 2017
7:00pm Regular Council Meeting

Mayor Wachter called meeting to order: 7:00 P.M Visitors please sign in.

PLEDGE OF ALLEGIANCE and ROLL CALL:

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

APPROVAL OF LAST MONTH (November 7th) REGULAR MEETING MINUTES:

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

APPROVAL OF BILLS AS SUBMITTED: Motion by Spencer, seconded by

Hill that we approve paying part of November's bills with the 4 additional bills presented tonight, making a total of \$10,629.90. *DISCUSSION-All in favor- **Motion passed.**

TREASURER' S REPORT- Lori submitted written and read aloud the following ending balances: STCU checking = \$26,652.01; STCU savings = \$55,644.36; LGIP balance = \$568,404.02; some of the misc. income was Shane & Josh's insurance premiums, and the HJ Grathol invoice, for a total in misc. of \$5,335.00. Lori also shared the new section on the bottom of the treasurer's report. She will now begin including the overall fund balances (at least quarterly). This will show any transfers between funds as directed by council and reserve (restricted) fund balances. Hopefully this will give the council the full understanding of not only the city checking and actual account balances but how those funds are designated between the various funds or project savings.

WATER REPORT - Lori submitted written report and read aloud the September usage= 6,829,000 gal. (haulers 352,400); October usage = 3,401,400 gal. (haulers 221,800); Late fees this month = 23 accounts not paid and getting the fee. Approx. 6 are 60 days past due for letters and hopefully 0 getting shutoff.

OTHER BUSINESS:

- 1. Discussion on Setting of an Ordinance Workshop date on January 11th at 8:30am –** Councilwoman Zichko made the request to make the time 9:00am, all were in agreeance.
- 2. Setting of a Workshop date on December 14th at 8:30am to Review and Create a Request for Proposal (RFP)-** to Update the Comprehensive Plan — Councilwoman Zichko again made the

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request to make the time 9:00am, all were in agreeance. It was discussed that the attorney was not needed at this meeting.

3. Motion to accept the Canvass for the November 7, 2017 Election results.

Motion made by Spencer, second by Hill to accept the 2017 November 7th election results for the Council Seats #3 & 4. *DISCUSSION- **Roll Call: Councilman Spencer -yes Councilman Hill -yes, Councilman McDaniel –yes, and Councilwoman Zichko -yes. Motion Passed.**

4. Discussion/Direction on the annual review of the Employee Policy – Mayor Wachter and Clerk walked through the 4 proposed additions to the policy. They discussed 3 possible considerations. Mutually the council agreed to the 4 additions and one of the considerations. Clerk will draft up the resolution and policy reflecting those changes and it will be on the next agenda for approval.

5. Planner Report- Rand Wichman 1st- the Taylor Annexation Application- the city engineer has reviewed the request to evaluate how the water system should be extended to provide service to the property. Providing service to the property east of the new highway is problematic due to low pressure. The applicant’s representative has been notified and they are currently evaluating their options. 2nd- No new building location permits have been issued, and 1 new site disturbance permit (SDP17-03) was issued to the Crossroads Conoco to remove the gravel drive which was put in without a permit and to extend the existing parking area to the south. This will also need to be paved sometime next summer. 3rd- Review of the Crossings at Athol- Phase 2 subdivision is continuing; he expects it will be sent out for agency review sometime this week. It’s probable to see a public hearing on this matter sometime in February 2018. Next- the Special use permit application by Gary Fast is still pending submittal of additional information. For Code Enforcement- A) a compliance agreement with Dan Holmes, to address the RV Park at the corner of 7th and Bertsch, has been returned to Mr. Holmes for his review and signature. Also, B0 a notice of violation for the Ratcliff violations was recorded on 11/8/2017. He states he, (Ratcliff) is working towards clean up with the intentions of selling the property. C) Larry Spencer had parked a double wide manufactured home in the right of way adjacent to Gary Fast’s property. It has since been removed after prompting from the Mayor. D) several unsuccessful attempts to contact BNSF regarding the junk in their right of way adjacent to 30450 Railroad Street has been made. He’s looking for additional contact information and will continue to pursue the issue. Sewer Proposal- Rand met with Mr. Karupiah’s attorney to further discuss the proposal to create a new sewer provider in the area. They are evaluating their options. No new progress on the code amendments. But there is now a date set for the workshop to review those suggestions, 1/11/2018 at 9am. An update on a new city map- Rand had a draft of a very basic map and there was a brief discussion regarding how much does the city want to spend to get addresses on their or should the city office just do it themselves? Finally, comprehensive Plan update- Previous agenda discussion just set a workshop date to discuss and draft a request for proposal to be 12/14/17 at 9am. Councilman Spencer did ask about the construction/completion of the trail from the new Super 1 under the new Hwy 95 to the N Old Hwy 95, as far as if there’s anything more going on there. A brief discussion was the planner reminded council the agreement with HJ Grathol is a reimbursement, meaning this is something for the city to get done, then be reimbursed up to \$10,000. Also, the Mayor said he’s been in contact with Bill Robinson with ITD and will keep in contact with him while they begin the new Garvey funded project to pave a trail from Hwy 53 to the bottom of granite along Hwy 95. Maybe if we work with them in timing things it can cost the city less and get it done at the same time as their project, which might help to cut costs.

6. Discussion/Decision on RE18-01 Right of Way Easement from Northern Meadows

Neighborhood- Planner Rand presented the application and summed up the request. Though the decision can be made via staff, the planner felt it best to consult with the council on this request. After a discussion the item was tabled until the next meeting in 2 weeks, during which time the planner and the attorney will gather additional information for the council.

7. Discussion on the Area of City Impact- Councilwoman Zichko feels it might be necessary for the city to consider expanding the area of city impact considering possible development and growth in and around the city. She was looking at moving it further to the East and down south more. Clerk reminded the council that the planner just spoke at the last council meeting agreeing that it might be time to review the current area of city impact. Planner will let the county know that the city is looking at wanting some changes in the current Area of City Impact. He suggested that through the updating of the Comprehensive plan that will give us more direction as to what changes or what is appropriate to change in the current boundaries. This will show the county we are thoughtful in our planning and support the requested changes. The workshop we do for the RFP will really get into what scope of work for the future consultant should be.

PUBLIC COMMENTS- None

ANNOUNCEMENTS City Councilwoman- Next Senior Meeting is December 4th at noon. They had 18 in attendance for the first meeting this month; Mayor Wachter- wanted to remind everyone and encourage people to attend the Holiday Lighting Ceremony planned for Saturday, December 9th at 5pm. Come watch the city tree get lit up and then enjoy some fun in the gym for food, games and fun. / **City Staff- Lori-** Sheriff report in your packet and a copy of the LRHIP grant application that she submitted for possible \$50,000.00 for a transportation plan, which included 4 letters of recommendation. We should know if we are selected sometime in March 2018.

ADJOURNMENT at 8:31pm

ATTEST:

Bob Wachter, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on