

**Approved Minutes Draft**

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

**Tuesday, April 2, 2019**  
**7:00pm Regular Council Meeting**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Present: Mayor Zichko; Councilman McDaniel; Councilman Hill; Councilman Spencer; Councilwoman Denis; Clerk/Treasurer, Lori Yarbrough; Public Works-Anthony Brandt; Not Present: Planner; & Attorney.

**OTHER BUSINESS:**

- 1) **Public Works Report-** Anthony briefly recapped his tasks over the last month. He also shared that he will be helping Keller walk the streets to inspect/evaluate the City's roadways, signs, travel (auto/pedestrians etc.) throughout the City as part of the Transportation Plan.
- 2) **Setting of a FY2020 Budget Workshop**
  - a. Need a date for the 1<sup>st</sup> workshop. After a brief discussion, May 7<sup>th</sup> at 6:00pm just before the regular council meeting was selected as a date.
  - b. Also need a date for the county clerk for our Budget Hearing Date, staff recommends we try for August 20<sup>th</sup>; it will give us a small window to push it out if necessary- the budget has to be passed by the Sept. 3<sup>rd</sup> meeting due to the property tax levy deadline being 9/5/19. It was decided to set it for August 20<sup>th</sup>, 2019.

**ACTION ITEMS:**

**3) APPROVAL OF THE March 19<sup>th</sup> REGULAR MEETING MINUTES:**

Motion by Spencer, seconded by Hill that we approve the last regular meeting on the 19<sup>th</sup>, minutes without amendments. \*DISCUSSION All in favor- **Motion passed. ACTION ITEM**

**4) APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, seconded by Spencer that we approve paying March/April bills as submitted without amendments. \*DISCUSSION-All in favor- **Motion passed. ACTION ITEM****

**5) DISCUSSION/APPROVAL of Fit and Fall Group adding a Tuesday & Thursday morning class, SIT-ERICE, downstairs for sitting.** -Dixie Kubart presented information about this second class they want to start offering. It is free to attend and is sponsored by Panhandle Health District. This class is being offered because some people have difficulties getting up the stairs to the gym, and/or wheelchair bound people cannot attend. Dixie would lead this class downstairs on Tuesdays and Thursdays. Motion by Hill, seconded by Spencer to allow the addition of 2 more classes by PHD, free of charge for the SIT-ERCISE classes. \*DISCUSSION Council then had a brief discussion and asked staff to look into what some options were to better access to the gym in the future. **Roll Call: Denis=yes; Hill=yes; Spencer=yes; McDaniel=yes. Motion passed. ACTION ITEM**

*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.*

6) **DISCUSSION/APPROVAL of Clerk, Lori Yarbrough, to attend the AIC June Conference in Boise-** Lori shared the breakdown of the costs and dates. Motion by McDaniel, seconded by Spencer to approve the clerk to go to Boise for the conference; expenses not to exceed \$1,000.00 \*DISCUSSION Roll Call: Denis-yes; Hill-yes; Spencer-yes; McDaniel-yes. Motion passed. **ACTION ITEM**

7) **DISCUSSION/APPROVAL Repairing the Shop/Roof on 6<sup>th</sup> St-** Anthony got two more bids since the last council meeting. After a discussion the council made the following motion: Motion by Spencer, second by McDaniel to approve the repairs of the roof on the big shop by Glenn Construction. Option #2 (remove existing metal roof and insulation, install 19/32 OSB and reinstall existing with new roof metal and ridge cap as listed from the estimate dated 3/29/19, and to include the trim bid too; total not to exceed \$17,000.00. \*DISCUSSION Roll Call: Hill-yes; Denis-yes; McDaniel-yes; Spencer-yes; Motion passed. **ACTION ITEM**

**EXECUTIVE SESSION:**

**Idaho Code 74-206(1)(b)** “to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.” -Annual employee review. Began at 7:34pm

MOTION by McDaniel, second by Hill to go into executive session under Idaho Code 74-206(1)(b) “to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.” All in favor. **Motion Passed.** Ended at 8:04pm

*NOTE: Annual employee merit review is for Lori Yarbrough, as Anthony and Tanya have not yet been here 1 year/or in position since last increase for 1 year. All 3 employees would be considered eligible for a cola increase, if the council were to recommend a cola increase or other benefits.*

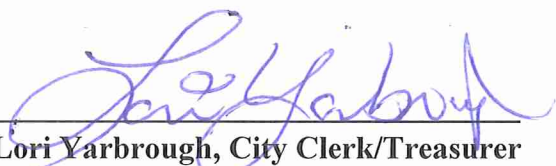
8) **DISCUSSION/APPROVAL of annual/merit increases for City employee, Lori Yarbrough.** Motion by McDaniel, seconded by Denis to approve the annual increase of 5% for Lori Yarbrough, and there will not be cola increases this year; and is effective the pay period beginning March 1<sup>st</sup>, 2019. \*DISCUSSION- *this is based upon the previously determined pay scale chart and discussion today.* Roll Call: Denis-yes; Hill-yes; Spencer-yes; McDaniel-yes. - Motion passed. **ACTION ITEM**


**CHAMBER OF COMMERCE UPDATE** -No report.

**PUBLIC COMMENTS** – Margaret Whallon, citizen of Athol- Had a question regarding the possibility of trees being cut down as part of Beautification. She was told no, that is not likely to be something volunteers could do.

**ANNOUNCEMENTS** **City Council-**Spencer brought up that the Ham Radio class guy is asking for a follow up class of a few hours, he’s booking the community center, but wondered if the fee could be waived again. He was looking at April 24<sup>th</sup>, so it was agreed to put it on the calendar for the April 16<sup>th</sup> council meeting to discuss. / **Mayor-** Asked the council again if anyone’s made the decision to attend the AIC quarterly meeting on the 30th of April in CDA. Bill said yes, but no others at this time. / **Staff-** Lori shared that due to an error at the CDA Press our publication notice for the final Comp. Plan was not posted in time, so we will have to put out to the May 21<sup>st</sup> meeting. **ADJOURNMENT at 8:21pm**

**ATTEST:**

  
Lori Yarbrough, City Clerk/Treasurer

  
Mary J. Zichko, Mayor

Approved at Council on 4/16/19