



Approved Minutes

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

Tuesday, May 21, 2019
7:00pm Regular Council Meeting

Mayor, Mary Zichko called the meeting to order at 7:00 P.M.
PLEDGE OF ALLEGIANCE ROLL CALL:

Present: Mayor Zichko; Councilman McDaniel; Councilman Hill; Councilman Spencer; Councilwoman Denis, Clerk/Treasurer-Lori Yarbrough; Public Works- Anthony Brandt; City Planner- Rand Wichman; and City Attorney- Kaitlyn, and Engineer- Zach from Keller.

REPORTS:

Treasurer Report & 2nd Quarter Financial Statement– Lori submitted written report and read the ending account balances. STCU Checking = \$42,420.20; STCU Savings = \$106,097.37; LGIP = \$726,707.29; Misc. income was Shane’s regular insurance \$50.00; Idaho Forest Group donation for Beautification for \$500.00 for a total of: \$550.00. For the financial statement we have received approximately 52% of what we budgeted for and spent approximately 35% of what we budgeted. So right on track for halfway through the year.

Water Report – Lori submitted written report. March usage = 1,987,914 gal. (haulers 141,500) and **April usage = 2,646,414 gal. (haulers 216,600); Billing in April was \$11,618.00 and collected was \$8,312.90.** Late fees this month: 32 getting the fee and 9 accounts that are 60 + days past due and needing shut-off letters. **Payments due by Wednesday June 14th!!**

Planner Report – Rand submitted a written report and summarized the following: 2 new Building Location permits this month. **Crossings at Athol** – started on turn lanes to Howard Rd., continuing to work on infrastructure issues. Phase 1 water system improvements to be discussed later tonight. **Comp Plan** hearing is later tonight as well. **Gary Fast property** – no progress to report on subdivision. **Idaho Forest Group** – still on target to move forward with annexation, getting boundary line adjustment issues taken care of while still in the county.

ACTION ITEMS:

1. APPROVAL OF THE May 7th REGULAR MEETING MINUTES:

Motion by Spencer, seconded by Hill that we approve the regular meeting on the 7th, minutes with/without amendments. *DISCUSSION All in favor- Motion passed. ACTION ITEM

2. APPROVAL of the May 7th BUDGET WORKSHOP MEETING MINUTES: Motion

By McDaniel, seconded by Denis that we approve the special meeting on the 7th, the first FY2020 Budget workshop without amendments. *DISCUSSION All in favor- Motion passed. ACTION ITEM

3. APPROVAL OF BILLS AS SUBMITTED: Motion by Spencer, 2nd by Hill to approve paying

May/June bills as submitted without amendments. *DISCUSSION- All in favor 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.

4. **DISCUSSION/APPROVAL of the two Agreements with PAC for the CDBG contract and the Labor Trade Monitoring and authorize the Mayor's signature.** Dorian Komberec here to talk about the two agreements and clarified what they are for and what they do, they are all pieces of the required steps in getting the grants. She also shared how they plan to be a part of every step going forward and working closely with the engineers and project as a whole.

A. Motion by Hill, second by McDaniel that we approve the contract agreement with PAC for the administration of the CDBG and authorize the Mayor's signature on the contract. *DISCUSSION Roll

Call: Denis -yes; McDaniel-yes; Spencer-yes; Hill-yes. Motion passed. ACTION ITEM

B. Motion by Hill, second by McDaniel that we approve the agreement with PAC for the administration of the DEQ and authorize the Mayor's signature on the contract for the Federal Davis-Bacon and Related Acts records in accordance with DEQ Loan Number DW1906. *DISCUSSION Roll Call: Denis-yes; McDaniel-yes; Spencer-yes; Hill-yes. Motion passed. ACTION ITEM

5. **DISCUSSION/DIRECTION of letter received on April 26, 2019 from Connie Stone regarding her DE's for property 6115 E Hwy 54.** – Discussion- Rand gave a brief recap on his understanding of the purpose of the letter. Recapping that Connie Stone believes she is entitled to a 2nd DE for per property as there was once a second home on her property. Council reviewed the letter mailed by Miss Stone's attorney. Councilman McDaniel shared his understanding and knowledge on the matter as he was the city representative that worked with Panhandle Health District (PHD) before the DE's were assigned to the parcels. He believes that even if the city thought there was merit to her claim, it is PHD's decision to allocate another DE. But he recalled Eric Ketner with PHD and himself went to look at the lot and found that there is only one home on that lot; and has been that way for at least 5 or more years and Eric stated that if it's been inactive for more than a year and there is no additional home that it would just get the 1 DE. The council did understand Miss Stone's request but felt it really was in the hands of PHD. They made the following motion:

Motion by McDaniel, second by Spencer to direct the staff and Mayor to draft a response to Ms. Stone recommending her to contact PHD with her request for a 2nd DE, as it is up to PHD to make that decision.

*DISCUSSION Roll Call: McDaniel-yes; Spencer -yes; Hill-yes; Denis-yes. Motion passed. ACTION ITEM

PUBLIC HEARING To take testimony on the City's new Comprehensive Plan Draft

Mayor opened the hearing at 7:32pm She reminded everyone that the purpose of this public hearing is to take and consider public comment on the City Comprehensive Plan. Mayor asked those wishing to make public comments, to speak loud and clear, state your name- as it is being recorded; those wishing to speak will come up to the podium one at a time. City Planner, Rand Wichman, briefly gave a recap of the events and history leading up to the hearing. The Mayor asked for any public comments- hearing none she then closed the public hearing at 7:37pm.

6. **DELIBERATIONS/APPROVAL of Resolution 2019-03 Adopting A Comprehensive Plan and Projected Land Use Map and Repealing All Previous Maps and Plans.** This is the time for the council to discuss and make a final approval of the comprehensive plan. Motion by Spencer, second by Denis to approve Resolution 2019-03 Adopting the Comprehensive Plan as presented. *DISCUSSION Roll Call: Hill-yes; Denis-yes; McDaniel-yes; Spencer-yes. Motion passed. ACTION ITEM

7. **DISCUSSION/APPROVAL of:**

A. **DH Holdings, LLC Annexation, Order of Decision with the Findings of conclusions of law**-Rand addressed the council with a brief review of the history on this matter. Council had no further questions or discussion. Motion by Hill, seconded by Spencer to approve the **Order of Decision for Casey Krivor for Annexation and Initial Zoning Case #A-18-01.** *DISCUSSION Roll Call: Spencer-yes; Hill-yes; Denis-yes; McDaniel-no; Motion passed. ACTION ITEM

B. **DH Holdings, LLC Annexation Agreement**-Rand

Motion by Hill, seconded by Spencer to approve the Annexation Agreement for Casey Krivor for Annexation and Initial Zoning Case #A-18-01. *DISCUSSION Roll Call: Spencer-yes; Hill-yes; Denis-yes; McDaniel-no; Motion passed. ACTION ITEM

C. DELIBERATION/DECISION on ORD#424, The DH Holdings, LLC Annexation. of approximately 135.05 acres. Motion by Hill, second by Spencer to place proposed ORDINANCE #424 which is the DH Holdings, LLC Annexation, on its first and only reading by title only while under suspension of the rules. *DISCUSSION Roll Call: Denis-yes; McDaniel-no; Spencer-yes; Hill-yes. Motion passed. ACTION ITEM

Mayor then read the proposed ordinance by title: ORD #424- AN ORDINANCE OF THE CITY OF ATHOL, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR ANNEXATION OF APPROXIMATELY 135.05 ACRES OF THOSE PORTIONS OF THE EAST HALF OF THE NORTHWEST QUARTER LYING WEST OF THE UNION PACIFIC RAILROAD RIGHT-OF-WAY, THAT PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER LYING WEST OF THE UNION PACIFIC RAILROAD RIGHT-OF-WAY, THE WEST HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, ALL IN SECTION 9, TOWNSHIP 53 NORTH, RANGE 3 WEST, BOISE MERIDIAN, KOOTENAI COUNTY, IDAHO; PROVIDING ZONING OF THE PROPERTY SO ANNEXED AS RESIDENTIAL; PROVIDING FOR AMENDMENT TO THE OFFICIAL ZONING MAP; PROVIDING SEVERABILITY AND PROVIDING AN EFFECTIVE DATE HEREOF.

Motion by Spencer, second by Hill to approve ORD #424 the DH Holdings, LLC Annexation. *DISCUSSION Roll Call: McDaniel-no; Spencer-yes; Hill-yes; Denis-yes. Motion passed. ACTION ITEM

D. Warranty Deed Approval for the Park Dedication Motion by Spencer, second by Hill to approve the and authorize the mayors' signature for the Park Dedication. *DISCUSSION Roll Call: Denis-yes; McDaniel-no; Spencer-yes; Hill-yes. Motion passed. ACTION ITEM

8. DISCUSSION/APPROVAL of a Request by Randy and Arlea Anderson for Dedication of Surplus City property adjacent to his land at 30450 N Railroad. The city Planner, Rand, first shared with the council the request by Mr. Anderson and gave a brief on what property and where it sits in comparison to the city property. Attorney, Caitlyn with Hawley Troxell then shared with the council the process, via memo, recapping the steps necessary should the council wish to move forward with and surplus a portion of the said city property. The council then directed the staff to move forward with these steps, gathering information and data necessary to begin this process. **NO ACTION TAKEN**

E. DISCUSSION/DIRECTION of the Crossings Subdivision after some discussions the council tabled this matter of warranty issues regarding the water infrastructure and the pumphouse driveway until the next regular council meeting on June 4th, 2019 at 7:00pm. NO ACTION TAKEN

Discussions were as follows: duration of warranty; issue of water main break; Council wants to discuss more with our engineers before deciding; Denny Davis & Geoff Reeslund of HJ Grathol spoke, they aren't going anywhere, fixed water main break quickly, paid for it without contesting it. Engineer, Jim Coleman, of HJ Grathol spoke regarding the repairs being already taken care of on the water line and feels it should fine. Kaitlyn, City Attorney, spoke, giving options for different wording for the warranty and ultimately said the council needs to determine what they expect as far as length and amount for an additional warranty bond. The council then wanted to speak with their engineer on this matter, and he was not present and so they tabled until the next meeting.

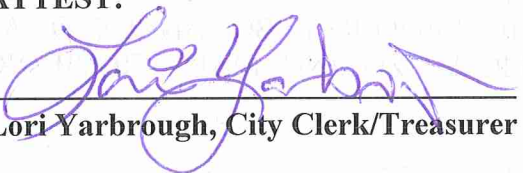
PUBLIC COMMENTS Zach at Keller Engineers: updates on Phase 1 water improvements project- proceeding as scheduled expecting to submit to DEQ for the and they are working on design phase and hope to go out for construction bid in March 2020. Also, survey crews will be out in town with a drone to take aerial views of the city water tower and tanks for the water improvement project design phase.

No-one else had comments.

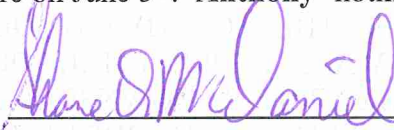
ANNOUNCEMENTS **City Council** – Councilman Spencer requested the next agenda to have a discussion item on it for the Athol Farmer’s Market regarding them having a music festival at their last market, the Fall Harvest Festival, in October and maybe move the market into the park to use the stage. / **Mayor-** Beautification was great, we had 110 volunteers, they cleaned up the cemetery, they had 13 houses, benches, and hanging flower baskets. / **Staff Lori-** the Circus is Tuesday, June 11th at 5pm and 7:30pm - tickets are now on sale at City Hall, Victory Auto and Super 1 Foods. Buying adult tickets early gets the ABC Food Bank more money! Skeeter the Clown will be going to Athol Elementary & Sonrise Daycare on June 5th. **Anthony-** nothing.

ADJOURNMENT at 8:34pm.

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Shane McDaniel, Council President

Approved at Council on 6/4/19