



Unapproved Minutes Draft

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

Tuesday, October 16, 2018
7:00pm Regular Council Meeting

Mayor, Mary 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; Clerk/Treasurer, Lori Yarbrough; Public Works-Anthony Brandt; City Planner, Rand, City Attorney, John & Kyle from Keller.

REPORTS:

Treasurer Report – Lori submitted written report and read the ending account balances. STCU Checking = \$79,014.17; STCU Savings = \$55,848.38; LGIP = \$647,787.82; Misc. income was Josh & Shane’s regular insurance premiums, restitution from Sally Hansen of \$80.00; HJ Grathol \$1,655.13; DH Holdings \$1,496.00; Taylor \$1,024.50; & Active West \$1,500.00 deposit.

Water Report – Lori submitted written report and reviewed the report with the council. August usage = 9,128,897 gal. (haulers 454,500) and **September usage = 3,848,184 gal. (haulers 214,200)**; Late fees this month, approximately 30 getting the fee. Only 9 accounts that are 60 days past due.

Planner Report – Rand submitted a written report and summarized the following: DH Holdings/Krivor Annexation- hopeful to have a draft of the annexation agreement for council’s review soon. He said there have been a few differences of opinion on the improvements timeline but are getting close. Permits- 1 Building Location Permit issued, Hester, for the setting of a manufactured home at 5563 E Grove street- some concerns with not being compliant with the foundation proximity in grade but is contacting the Hesters. The Crossings- the master sign program should be ready for council review at the Nov 20th meeting and thinks they are still working towards the dedication of the water system to the city, also an agenda item later in tonight’s meeting. Code Enforcement- reviewed Gary Fast’s place tonight. He’s made some progress with putting in concrete. Next review will be on the Nov. 20th meeting. Ratcliff real property on Menser will be discussed later in this meeting agenda. 2 new stopwork orders have been issued at 6020 Bertsch (and 5th) for work in the street right of way and at 5699 Menser for a fence which was erected in the right of way. Both are on-going at this time. Comprehensive Plan update- ready to move forward with a council workshop to review the draft and then plan for a public hearing after. This too is on tonight’s agenda to set a date for the workshop. Finally, Second St (Division) vacation/water line easement- The surveyor has completed the field work for locating the city water line near 2nd street, south of Menser. Once a proper description is done, we can schedule the right of way vacation and easement proposal for council review and approval.

ACTION ITEMS:

- 1. DISCUSSION/APPOINTMENT by the Mayor for the City Council Position #3, due to the vacation of Mary Zichko being appointed Mayor.** – Mayor Zichko stated she appreciated all the 4 applicants and told them they are all good and even if they don’t get selection for this council position, she encouraged them to continue to come to meetings or consider being a part of a committee of some type.

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.

2. **DISCUSSION/APPOVAL of the Mayor’s Appointment for the City Council Position #3. MOTION** by Spencer, second by Hill, to approve the Mayor’s appointment of Cindi Denis, to serve on the Athol City Council Position #3 until the next election in November 2019. *DISCUSSION **Roll Call: Councilman Spencer- yes; Councilman Hill -yes; Councilman McDaniel- yes; Motion Passed. ACTION ITEM**

SWEARING IN OF: Cindi Denis as Athol City Council Position #3 by Mayor Zichko.

3. **DISCUSSION/SELECTION of selecting a new Council President. MOTION** by Hill, second by Spencer, to approve Councilman McDaniel to serve as the Athol City Council President until January 2020. *DISCUSSION **Roll Call: Councilman Spencer -yes; Councilman Hill -yes; Councilman McDaniel -yes; Councilwoman Denis -yes; Motion Passed. ACTION ITEM**

4. APPROVAL OF THE October 2nd REGULAR MEETING MINUTES:

Motion by McDaniel, seconded by Spencer that we approve the last regular meeting on the 2nd, minutes without amendments. *DISCUSSION All in favor- **Motion passed. ACTION ITEM**

5. APPROVAL OF BILLS AS SUBMITTED: Motion by Spencer, 2nd by McDaniel to approve paying Sept/Oct bills as submitted with the addition of the III-A bill once it’s been received. *DISCUSSION-All in favor- Motion passed. ACTION ITEM

6. DISCUSSION/DIRECTION of HAM Radio classes being offered at the community center. An 8-week class, no charge to take the class, only cost is to test at the end of the classes. -Councilman Spencer *DISCUSSION Motion by Hill, seconded by McDaniel to allow the HAM Radio classes to be held at the community center free of charge for the 8-week course, once a week on Thursday evenings, using the same conditional terms as other groups. Roll Call: Hill-yes; Spencer-yes; McDaniel-yes; Denis - yes. Motion passed. ACTION ITEM

7. APPROVAL of RESOLUTION 2018-06 Inter-fund Transfer for the FY2018 from the General fund to the Street fund. Motion by Spencer, seconded by Hill to Approve Resolution #2018-06 an Inter-Fund Transfer of \$2,500 from the general fund to the street fund effective for FY2018. *DISCUSSION Roll Call: Hill-yes; Spencer-yes; McDaniel-yes; Denis–yes. Motion passed. ACTION ITEM

8. DISCUSSION for possible action or direction related to Dan Ratcliff Code Violations on his real property on Menser. Rand shared the current violation dated 2017 and then recorded on the title with the county. This violation was for inoperable or unlicensed vehicles, and other things meeting the definition of a junk yard. He did meet prior to this evening with Danny and would say there has been some progress, but also hard to tell for sure as it was getting dark. City attorney then shared the 80/20 theory as a reminder to the council. It’s safe to say that 80% of the people follow the rules and do what’s expected of them, 20% do not. Of those 20% upon further communications 15% will make the change to follow the rules; but that last 5% are not likely to ever change or will fight it. The steps taken by the city so far will at some point fix the problem, probably just not a fast as some would hope. The city is also responsible for the economic reality in what the city can afford to do. MOTION by Hill, second by Denis, to not take any additional action “at this time” regarding Dan Ratcliff’s real property on Menser. *DISCUSSION Roll Call: Councilman Spencer-yes; Councilman Hill -yes; Councilman McDaniel -no; and Councilwoman Denis -yes; Motion Passed. ACTION ITEM

OTHER BUSINESS:

1. **Update on The Crossings.** Rand touched on HJ Grathol’s questioning charges on a bill the city recently sent them for a quarterly well test. As the well hasn’t been handed over to the city yet, it is their charge and

they agreed to pay it. Once it transfers to the city then those types of tests become the city's bill to pay. A brief discussion on why it's taking so long to transfer ownership of well. Kyle from Keller spoke suggesting the city look at more than just the well house and upon receipt of the as-builts we compare it to what was identify in the beginning, identifying any discrepancies, so that when they are ready to make that transfer of ownership the city will be ready and aware of any outstanding issues. The developer is not yet at the point yet, so the city waits.

2. **Set a date for a Council Workshop to review the Draft Comprehensive Plan;** after a brief discussion Thursday November 1st at 4:00pm was set to have a workshop to discuss page by page of the draft.
3. **Trimming of the Trees in City ROW-** Each year the city looks at if there are any trees or limbs in the road right of way that would affect the ability to plow snow. The attorney advised the city to use caution and common courtesy and contact the resident if there's something beyond normal trimming. The reason for the trimming is just to make room for the plowing for the upcoming winter season.
4. **Procurement Process for a Grant Administrator for possible CDBG-** Lori first shared that the income survey is complete and that we are finished, which allows us to move onto the next thing. The request for proposals for a grant administrator went out and the submission date is Oct 23rd and that the applicants will be brought to the Nov 6th council meeting for their approval to select a grant administrator.

PUBLIC COMMENTS: 1) Jim Harron – HAM Radio hoped to check radio frequency, because it can also mess up TV antennas. 2) Margaret Whallon- Wanted to know if only citizens of Athol can vote on the bond? It was clarified that it is citizens of Athol, which may include renters? So, its dependent on where you live and what address you are registered to vote. 3) Gary Fast – Aware he's on the agenda for the 20th, but just found out that Triple chip is now an option allowed in city code, but because of the time of year won't be able to do it until spring. This is a much cheaper option for him about \$3,200. The mayor asked him to please speak with the planner, Rand and it can be brought up at your regular scheduled meeting.

ANNOUNCEMENTS **City Council – Councilman Spencer-** Farmer's Market all wrapped up now for the season. Looking at possibly having a winter market near the holidays. / **Mayor** – received an email invitation regarding the city's interest to be a part of getting a quiet zone for Athol with the railroad, with the help of the county. She plans on attending the meeting and will share what she learns. / **Staff- Lori** -brought up a brief conversation regarding an email from DEQ Tim, about if the city plans on using the money or not. This left a conversation about we don't know yet, it's too soon to know because the bond election has not yet happen, Kyle from Keller Associates also urged the city to delay that response; AIC water academy is coming up on Nov 7th still looking to see who from the council is wanting to attend; every councilperson received the flyer on the FEMA training if anyone is interested in attending. After a brief discussion the suggestion was made to send Anthony; **Anthony-** nothing.

ADJOURNMENT at 9:22pm

ATTEST:

Mary J Zichko, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on