

ORIGINAL

Approved Minutes Draft

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

Tuesday, December 17, 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; City Clerk/Treasurer-Lori Yarbrough; Public Works- Anthony Brandt; Deputy City Clerk-Tanya Ziegler; Not Present: City Planner- Rand Wichman; and City Attorney- Caitlin Kling

REPORTS:

Treasurer Report – Lori submitted written report and read the ending account balances. STCU Checking = \$46,156.57; STCU Savings = \$66,365.00; LGIP = \$791,387.87; Misc. income was Shane's regular insurance \$52.00; Josh's regular insurance \$757.51; & HJ Grathol reimbursement of \$13,937.00 = total \$14,746.51.

Water Report – Lori submitted written report and read aloud. October usage = 1,911,973 gal. (haulers 151,300) and **November usage = 1,815,600 gal. (haulers 157,800); Billing in November was \$11,248.00 plus \$380.00 in late fees and collected was \$11,586.60.** Late fees this month are likely to be at about 36, and 13 accounts to get notices of shut-off for being greater than 60 days past due.

Planner Report – Rand submitted a written report but was not present. **Location/Site Disturbance Permits** Two permits issued this month and one pending: 1) Building Location Permit issued to Gary Fast for an 8-foot fence to enclose the outdoor storage at his property on Old Hwy 95. 2) A site disturbance permit was issued at 30435 N Pastime St., Thompson Mechanical, but has since been resolved with a permit for new fencing and landscaping requirements. 3) Pending- Darla Kuhman at 6030 E Lorraine St. has applied for a building location permit to construct a new accessory building; but that permit is pending until code enforcement issues are addressed. **Code Enforcement-** A formal notice of violation was sent to Darla Kuhman for code violations at 6030 E. Lorraine Dr., there has been no response. **Crossings at Athol** –the final plat for the subdivision was approved by the council and still waiting for mylars to sign. HJ Grathol has requested modification to the conditions of approval to allow for building location permits to be issued on individual lots prior to completion of the sewer system. That hearing is scheduled for January 7, 2020. Construction of the sewer system for the development has started. **Councilman Bill Hill** had one question: What is the difference in the permits issued? Why was Mr. Fast's issued, knowing there are code violations, and Darla's was not. To which Lori answered, she believed the difference is the approval of the fence permit for Fast helped him work towards addressing his violations and Darla's didn't. She will double check with Rand though.

OTHER BUSINESS: Street Improvement Grants – Lori shared that the city has missed the deadline for the LHRIP grant for future street improvements but hopes to still submit for the other grant by LHTAC that is due by early January. There was a brief discussion on the grants and timelines. Staff will report back to council on their progress.

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.

ACTION ITEMS:

1. **APPROVAL OF THE December 3rd REGULAR MEETING MINUTES:**
Motion by Hill, second by Spencer that we approve the regular meeting on the 3rd minutes without amendments. *DISCUSSION *All in favor-none opposed.* **Motion passed. ACTION ITEM**

2. **APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, second by Denis to approve Paying Dec/Jan bills as submitted without amendments.** *DISCUSSION- *All in favor-none opposed.*
Motion passed. ACTION ITEM

3. **DISCUSSION/APPROVAL of new 100a service at the Cemetery. – Anthony to discuss.**
Motion by Spencer, second by McDaniel that we approve the new 100a service at the Cemetery using the Rickel Electric estimate, not to exceed \$1,100.00 *DISCUSSION- Council mentioned it might be nice in the future to get a second bid to compare prices. **Roll Call Vote: Denis-yes; McDaniel-yes; Spencer-yes; Hill-yes: Motion passed. ACTION ITEM**

4. **DISCUSSION/APPROVAL to Approve Resolution 2020-03 A Notice Under the Americans With Disabilities Act – Lori to Discuss.** This is part of the requirements under the Community Development Block Grant as per Dorian with Panhandle Area Council. Motion by Denis, second by Hill to approve Resolution 2020-02 A Notice Under the Americans With Disabilities Act as presented.
*DISCUSSION **Roll Call Vote: McDaniel-yes; Spencer-yes; Hill-yes; Denis-yes: Motion passed. ACTION ITEM**

5. **DISCUSSION/APPROVAL Regarding Water Rights Attorney Options-** Lori discussed with the council their concerns regarding the hourly cost of our current water rights attorney. She shared that she looked into a few other options and gave some price ranges. The council directed the clerk to begin discussions with a couple of those whom she suggested and get bids for the cost of the work we are anticipating. It was also discussed that she needs to check in with Stillman at Keller to be sure we are on track with our timing with the actual water improvements. **No Motion/Action taken. ACTION ITEM**

6. **DISCUSSION/APPROVAL to purchase a new computer for the Deputy Clerk – Lori to discuss.** Motion by Spencer, second by McDaniel that we approve the purchase of a new computer for the Deputy Clerk from Dell Inc. not to exceed \$800. *DISCUSSION- There was a brief discussion regarding IT services and communications. **Roll Call Vote: Hill-yes; Denis-yes; McDaniel-yes; Spencer-yes: Motion passed. ACTION ITEM**

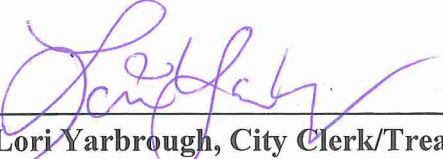
7. **DISCUSSION/APPROVAL Regarding who comes to do full casket burials in the city cemetery; possibly removing Wilbert Precast and making it open to any others. – Tanya to discuss.**
Motion by Hill, second by Spencer to remove Wilbert Precast as the sole company and allow for any company as long as they are meeting the city's specification to perform the open/closing for burials of full caskets in the city's Mountain View Cemetery. **DISCUSSION:** Tanya shared that the City currently has an agreement with Wilbert Precast (dated back to 2007) to do all full casket burials at Mountain View Cemetery. We recently learned that all the local (Idaho) funeral homes are now using another company for burials, so we thought Council should discuss possibly removing Wilbert Precast as the sole burial company and allow for other companies to perform the work, so long as they meet the city's requirements. **Roll Call Vote: McDaniel-yes; Spencer-yes; Hill-yes; Denis-yes: Motion passed. ACTION ITEM**

PUBLIC COMMENTS: 1) **Margaret Whallon-** Had a comment regarding the cost of the cemetery electric box, thinking it seemed kind of high in cost, as her personal residence didn't cost that much when she did hers.


ANNOUNCEMENTS: City Council- Councilman McDaniel- Asked Anthony about the Cemetery footprint for the fence and if he asked the engineers about the trees; are any needing to be cut down and if so, does it make sense to do it now rather than wait. Anthony said the plan is to stay within the existing fence or as close as possible and he's waiting to hear back from Zak on the trees. **Councilman Spencer-** Wanted to take a minute to thank Mary for serving as the Mayor for the past year and her additional years on the council; 8 years in total. **Mayor-** Shared she did ring the bell for the Salvation Army last weekend at Fred Meyer with the other Mayors and together the Mayors earned upwards of \$23,000 for the one day towards local food banks and such. **Staff- Lori-** Reminded of the City Christmas gathering planned for Friday, December 27th at 5:30pm. Dinner and drinks are on your own; but there will be some games and prizes.

ADJOURNMENT at 7:49 pm.

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Mary J Zichko, Mayor

Approved at Council on 1/7/2020