

Approved Minutes

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

Tuesday, March 17, 2020
7:00pm Regular Council Meeting

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

Present: Mayor Bill Hill; Councilman McDaniel; Councilwoman Baldwin-by phone; Councilman Spencer; Councilwoman Denis-by phone; City Clerk/Treasurer-Lori Yarbrough; Public Works- Anthony Brandt; City Planner- Rand Wichman; and City Attorney- Caitlin Kling

REPORTS:

Treasurer Report – Lori submitted written report and read the ending account balances. STCU Checking = \$210,293.31; STCU Savings = \$111,447.01; LGIP = \$819,354.18; Misc. income was Shane’s regular insurance \$52.00; Josh’s insurance \$757.52; & HJ Grathol new meter \$3,000.00, fax \$22.00; business license \$40.00 = total \$3,871.52.

Water Report – Lori submitted written report and read aloud. January usage = 2,071,526 gal. (haulers 123,000) and **February usage = 1,811,100 gal. (haulers 145,200); Billing in February was \$11,282.00 plus \$260.00 in late fees and collected was \$11,789.60.** Late fees this month are likely to be at about 35, and 6-7 accounts to get notices of shut-off for being greater than 60 days past due.

Planner Report – Rand submitted a written report and in short, his recap was: No new Building Location/Site Disturbance Permits issued and Idaho Forest Group’s permit for a new shipping office at the mill site is still pending. The Crossing at Athol construction on the sewer treatment plant continues; the developer anticipates most of the construction to be completed by April. Installation and testing of the pond liner is expected to be the last thing, and possibly in May. Because of this progress there is a renewed interest in the timing of the issuance of the building location permits for AutoZone and the gas station. Rand is communicating with DEQ and believes it’s getting close to time to issue such permits. There was a minor discussion where some of the council felt it best until everything was completed on the sewer treatment plant, meaning it could be discussed at the following month’s 2nd meeting of the month, April 21st. Rand also shared with the council that he has been contacted again by Dennis Cunningham to re-start discussions about the potential residential uses within the Crossings subdivision. There was a general feel from the council of no interest until more businesses were located there, and some not really interested at all in residential use ever being there. Nothing further was discussed there. Idaho Forest Group annexation interest still moving forward. The city’s engineer drafted a letter to the applicant to help further clarify some things and working with the fire district for their comments and recommendations. No new code enforcement cases this month. The Cole annexation - a reimbursement agreement has now been signed; will be moving forward with discussions there. ACI Projects- 2 recent inquires by the county, one later on your agenda for tonight and the other we felt was too far to the south of the city’s area of city impact to worry about, at Silverwood’s north boundary. It was a zone change to commercial- staff will reply with a no comment. Code Amendments have not yet started drafting those but will be working on them next.

***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 March 3rd REGULAR MEETING MINUTES:

Motion by McDaniel, 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 Spencer, to approve paying the

March/April bills as submitted without amendments. *DISCUSSION- All in favor-None opposed. Motion passed. ACTION ITEM

3. DISCUSSION/APPROVAL ACI Project – Case No. ZON20-0002, Loren Webb. Staff

requests council direction whether the City should comment on a County zone change case within the Athol Area of City Impact (ACI); The property is across from Hwy 54 and Super 1 and was previously reviewed by the City for annexation. – City Planner, Rand opened the discussion reminding the council of their location and former request with them in past months. There was a brief discussion; the Mayor mentioned liking that if the property does get rezoned, he liked the idea of it being accessed off Hwy 54 across from Super 1 as an intersection rather than off Sylvan Rd. as it does now. Overall, the council did not have a strong option one way or another and felt it best to just respond with “no comment”. **Motion by Spencer, to direct staff to respond to Kootenai County with no comment.** *DISCUSSION – Roll Call Vote: McDaniel-yes; Spencer-yes; Baldwin-yes; Denis-yes. Motion passed. **ACTION ITEM**

PUBLIC HEARING: (Open at: 7:53pm/Close at: 8:06pm) SUBDIVISION APPLICATION Case No. S-19-01, a request by The Fast Family Trust (Gary Fast Sr. & Patricia Fast, Trustees) for preliminary plat approval of a 3-lot Subdivision on 8.047 acres in the Commercial zone. (Parcel #A-0000-009-9100) The property has a physical address of 30655 N Old Highway 95 and is generally located on the west side of the road, approx. 800 feet north of the intersection of State Highway 54 and Old Highway 95.

The Mayor opened the Public Hearing and then gave the floor to the City Planner, Rand who then introduced the case and provided an overview of his staff report. The applicant was then given the opportunity to present his case but didn't have anything further to add or say. The Mayor opened it up for public testimony by those in support, neutral, opposed, directing those wishing to comment to come forward and complete a yellow sheet. After asking twice and hearing no-one for any comments, the applicant had no rebuttal. The Mayor closed the public hearing at 8:06pm and allowed the council time to deliberate.

Council reviews FINDINGS for Subdivision Application (Case No. S20-01) The Fast Family Trust for preliminary plat approval *DISCUSSION by each councilmember taking a section, all citing per the finding supported and presented by the staff report from City Planner, Rand.

- The applicant **HAS** provided sufficient information to determine whether the application complies with the relevant requirements of Title 9, Chapter 3 Athol City Code.
- The application **COMPLIES** with the requirements of Title 9, Chapter 3 and other applicable standards of Athol City Code.
- The proposal **COMPLIES** with and **IS** capable of complying with the requirements of other agencies with jurisdiction or providing services to the proposed development.
- The proposal **WILL** contribute to the orderly development of the area and uses, and density **ARE** compatible with existing characteristics of the area.
- Service and facilities such as schools, electricity, water, sewer, police and fire protection **ARE** feasible, available and adequate. Any request by an agency for actions to be taken, or fees to be paid, to mitigate impacts of a subdivision are not included as a condition of preliminary approval unless the proposed actions or fees are roughly proportional, in both nature and extent, to the impact of the proposed development.

4. **DECISION/ APPROVAL: Motion by Baldwin, Based on the Findings of Fact in the staff report and the aforementioned Conclusions of Law, I move to APPROVE Case No. S-20-01 the Fast Subdivision with staff's recommended conditions of approval.** * DISCUSSION Roll Call: Spencer-yes; Baldwin-yes; McDaniel-yes; Dennis-yes; Motion passed. **ACTION ITEM**

The Mayor asked to Amend Agenda, feeling this was the best time to have a brief discussion on the staffing needs and city hall hours during this emergency upon us. There was a series of brief discussions on how or what things should look like; ultimately the discussion was left at the Mayors discretion as he legally has this responsibility, upon his emergency declaration. The Mayor wanted the council's opinions, who seemed to be in general agreement to close the building down to the public, and when possible allow staff to work from home or at reduced hours until we know more, and still paying staff for the full 40 hours if they were short. They discussed re-evaluating this in 2 weeks as this is likely to be a constantly changing issue at this time. Its so unknown as to what a week may even look like. City Attorney, Caitlin Kling, also provided some supportive assistance and direction in possible directions or options for the city. First, starting with the Mayor officially making the declaration of Local Emergency Disaster. That should be followed-up by an approved Resolution of the council within 7 days. Doing this gives the Mayor the authority to make the necessary decisions during this emergency without needing to go to the Council every time.

5. DISCUSSION/APPROVAL REQUEST TO DECLARE SURPLUS PROPERTY

An interested party has inquired about acquiring a parcel of City property. The parcel is located on the south side of Hwy 54 beside the Union Pacific Railroad tracks, directly across the Highway from the Meadow Street intersection. (AIN#328825) Rand shared the request of the inquiry and after a brief discussion, he was directed by the Council to get more information and come back. **Council tabled this item.** **NO ACTION TAKEN**

6. **DISCUSSION/APPROVAL for the City Clerk and Deputy Clerk both to attend the ICCTFOA Annual Conference in Fort Hall, Blackfoot area on September 22nd – 25th.** Clerk, Lori shared in light of the current emergency disaster of Coronavirus, we'd like to wait to decide if this event will still happen. **Council tabled this item.** **NO ACTION TAKEN**

7. **DISCUSSION/APPROVAL regarding the new Water Meters from Consolidated Supply.** Anthony shared that in his recent search on new water meters that there was a promotion going on with Consolidated and wanted to check with the council on this. They did make a last-minute offer to extend the discounted rate due to the Coronavirus situation and council ultimately had more questions as well as the clerk did regarding the software and annual costs. Staff to gather more information and bring back to council at that time. **NO ACTION ITEM**

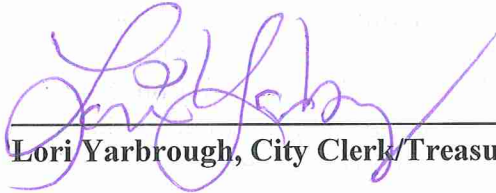
PUBLIC COMMENTS: 1) Sharon Fisher- just commented reminding/asking us to post something on the front doors of the building for closure hours and time for City Hall.

ANNOUNCEMENTS: City Council—Councilman Spencer- inquired about staff finding a cleaning service to get and keep the building clean during this unprecedented time; after a brief discussion it was decided that with the building closed and supplies in high demand, that this is probably not a good idea. / **Mayor**-shared that Athol Baptist Church was inquiring about any help or support they could provide the community, they would love to sit down and talk with the city. It was mentioned to maybe add them t the next agenda next week; we may know more then on how or what better to do. / **Staff-** Lori asked about the handling of late water bills and shut-off notices at this time. She was directed to continue as usual at this point. And her other question was regarding the building rentals and regular users of the building- should it be restricted by size (less than 10) or shut down to all. It was agreed to shut down to all at this time, as we

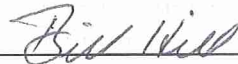
do not have the ability to safely clean as necessary to be safe. Also, the fear was this was going to potentially get worse and to be proactive at lessening the risks.

ADJOURNMENT at 9:30 pm.

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Bill Hill, Mayor

Approved at Council on 4/7/2020