

Approved Minutes

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

Tuesday, March 3, 2020
7:00pm Regular Council Meeting

Mayor Hill called the meeting to order at 7:00 P.M. He asked visitors to please sign in.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Mayor Hill; Councilman McDaniel; Councilwoman Baldwin; Councilman Spencer; Councilwoman Denis; Clerk/Treasurer, Lori Yarbrough and Public Works-Anthony Brandt; Not Present: City Planner & Attorney

REPORTS:

Public Works Report- Anthony submitted written report, with no further questions.

ACTION ITEMS:

- 1) **APPROVAL OF THE February 18th REGULAR MEETING MINUTES:**
Motion by Denis, that we approve the last regular meeting on the 18th, minutes without amendments.
***DISCUSSION** All in favor-none opposed. **Motion passed. ACTION ITEM**

- 2) **APPROVAL OF BILLS AS SUBMITTED:** Motion by McDaniel, that we approve paying February/March bills as submitted without amendments. ***DISCUSSION-**All in favor-none opposed.
Motion passed. ACTION ITEM

- 3) **DISCUSSION/APPROVAL of the Draft Audit for Fiscal Year 2019, presented by Lee Anderson w/ Anderson Bros.** Motion by Spencer, to accept the draft Audit as presented, for the Fiscal Year 2019 audit. ***DISCUSSION Roll Call Vote: Spencer-yes, McDaniel-yes, Baldwin-yes, Denis-yes. Motion passed. ACTION ITEM**

- 4) **DISCUSSION/APPROVAL of Contracted work for the Back-Up Water Operator for another year:** Robert Wachter or another? Motion by Spencer, to approve the contract for Back-Up Water Operator for a one-year period with Robert Wachter and authorize the Mayor's signature on the contract. ***DISCUSSION Roll Call: McDaniel-yes; Baldwin-yes; Denis-yes; Spencer-yes; - Motion passed. ACTION ITEM**

- 5) **DISCUSSION/APPROVAL regarding Athol Elementary PTU Mardi Gras Fundraiser Catering Permit for The Pastime Bar to serve at this one-day event Saturday, March 14, 2020.** - Lori shared this was a previous discussion requested by the PTU to use the gym, at the December 3, 2019 meeting, and it's just time to issue the permit. Motion by Denis, to approve the one-day catering permit issued to the Pastime Bar, for the Athol Elementary PTU Mardi Gras Fundraiser on

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.

Saturday March 14th. *DISCUSSION Roll Call: Denis-yes; Spencer-yes; Baldwin-yes; McDaniel-yes; Motion passed. ACTION ITEM

OPEN PUBLIC HEARING (at 7:37pm): To consider comment on the adoption of **City Fee Resolution 2020-04**. Regarding the institution of new or greater than 5% fee increase for municipal planning and zoning fees, miscellaneous building/office fees, city cemetery fees, and building room rental rates. The Mayor stated how the public hearing will proceed and to speak loud and clear- because it is being recorded. Those wishing to speak please come forward, now is your time. Hearing no-one, and asking a second time, then **CLOSED the PUBLIC HEARING at 7:38pm.**

ACTION ITEMS CONTINUED:

6) ADOPTION of RESOLUTION #2020-04 (Athol's Fee Schedule) Annual review of city fees. This is in the form of a resolution, for the proposed institution of new or increased municipal planning & zoning fees, misc. building/ office fees, city sponsored special event fees, city cemetery feels, and building room rental rates. **Motion by Baldwin, to approve Resolution #2020-04 the city fee schedule without changes.** *DISCUSSION- Roll Call Vote: Baldwin-yes; Denis-yes; Spencer-yes; McDaniel-yes. Motion passed. **ACTION ITEM**

OTHER:

1) Setting of a FY2021 Budget Workshop

- a. Lori shared we are looking for a date for the 1st workshop, after a brief discussion, May 5th at 5:30pm, just before council at 7pm, was decided on.
- b. Also, we need a date for the county clerk for our Budget Hearing Date, Staff recommends we try for August 18th. It will give us a small window to push it out if necessary- the budget has to be passed by the Sept. 1st meeting due to the property tax levy deadline being 9/3/2020. Council was good with this.

2) AIC- 3 Legislative Matters: Lori gave a brief update and ran down the various bill by topic matter that will impact the city's budgeting. This was all information as provided by the Association of Idaho Cities. In brief: 1) House Bill 408 - Sales Tax Calculations Law- this is not a tax increase--it is a reformulation in how sales taxes are redistributed which results in a more fair and equitable redistribution; Athol may see approx. \$3,000 more annually. 2) House Bill 409 - Property Tax Freeze Bill – this adds to existing law to provide a limitation on taxing district budget requests and levies for the year 2020. For Athol, our city property taxes would stay at the current rates (approx. \$150k annually)- and you(the city) wouldn't get to take up to 3% (approx. \$3,800) each year, unless it has passed by a 2/3 vote by the people. Lastly, soon to be voted upon 3) House Bill 489 - Annexation Bill This would eliminate the carefully constructed law that has served the state well. The bill makes the process more burdensome and time consuming for annexations requested by property owners.

ACTION ITEMS CONTINUED:

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 reviews.

-----A quick break at 7:56 until 8:06 and then executive session began at 8:06pm-----

7) MOTION by Baldwin, 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, none opposed. **Passed.** Ended at 8:48pm **ACTION ITEM**

NOTE: Annual employee merit review is for Lori Yarbrough, Anthony Brandt, and Tanya Ziegler. All 3 employees are eligible for a cola increase, if the council were to recommend a cola increase or other benefits.

ACTION ITEMS CONTINUED:

8) **DISCUSSION/APPROVAL of annual/merit increases for City Employees, Lori Yarbrough, Anthony Brandt and Tanya Ziegler.** Motion by Denis to approve the annual increase of 5% (step) for Lori Yarbrough, 5% (step) for Anthony Brandt and for Tanya Ziegler bump her to the second step; further there will not be cola increases and this is to be effective the pay period beginning March 1st, 2020.

DISCUSSION- this is based upon the previously determined pay scale chart and discussion today.* Roll Call: Denis=yes; Baldwin=yes; Spencer=yes; McDaniel=yes. - **Motion passed. ACTION ITEM

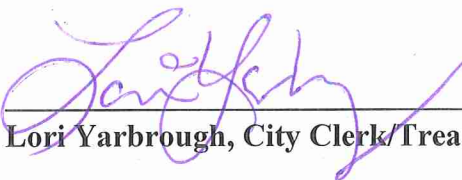
PUBLIC COMMENTS: None

CHAMBER OF COMMERCE – not present.


ANNOUNCEMENTS City Council- none / Mayor-1) The contract for Farmers Market is coming up, and he wanted to get a few opinions of the council for some of the changes for this upcoming year. Basically, updating it more to help eliminate the gray areas. Council gave enough input to allow staff to move forward with working on the contract with the farmers market board; then it will be presented to the council for their approval. **2)** Regarding city logo clothing for staff- he shared his interest in getting staff some items to be better recognized as working for the city. A brief conversation about how staff had been working towards just that, and the question on whether the council might want a shirt, as the costs vary based upon how many are being printed. Council said leave it for the staff and Mayor to have those items./ **Staff Lori-** shared the interest of both she and Tanya to attend the September ICCTFOA Conference this year and neither one of them, to plan on attending the June AIC Conference in Boise. Further, the Mayor wasn't interested in attending the June AIC Conference in Boise either. There was a brief discussion on how to handle the office (city hall) during the 3.5 days, but council was ok with the request. Due to costs it will be put on a future agenda to approve the trip to Fort Hall, ID September 23rd through 25th.

ADJOURNMENT at 9:13pm

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Bill Hill, Mayor

Approved at Council on 3/17/2020

