

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

Tuesday, November 19, 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; City Planner- Rand Wichman; and City Attorney- Caitlin Kling; Not Present:0.

REPORTS:

Treasurer Report & FY2019 4th Quarter Financial Statement – Lori submitted written report and read the ending account balances. STCU Checking = \$50,773.79; STCU Savings = \$66,343.18; LGIP = \$789,957.83; Misc. income was Shane’s regular insurance \$50.00; Josh’s regular insurance \$757.52; Athol Daze t-shirt \$5.00; Chamber of Commerce \$250.00 for street banners & HJ Grathol reimbursement of \$14,186.25 = total \$15,250.77. She also then gave a brief review of the 4th quarter for fiscal year ending 2019. This report is posted on the city website at www.cityofathol.us. Overall the city revenues received were 62% but when you take out the water improvements that haven’t happened yet, the revenues received were really at 110% of what was budgeted. Expenses was 53% spent, but less the water improvements it was really 92% spent of what was budgeted. If there are any questions, feel free to come talk with Lori.

Water Report – Lori submitted written report and read aloud. September usage = 3,777,700 gal. (haulers 263,300) and **October usage = 1,911,973 gal. (haulers 151,300); Billing in October was \$11,716.00 plus \$400.00 in late fees and collected was \$14,115.50.** Late fees this month are likely to be at about 38, and 10 accounts to get notices of shut-off for being greater than 60 days past due.

Planner Report – Rand submitted a written report and summarized the following: **Building Location/Site Disturbance Permits** – Several building location permits this month: 1) Lewis Miller for an accessory building addition was issued after the approval of the code amendment last month. 2) HJ Grathol was issued a permit for the wastewater treatment plant at the Crossings Development. 3) Troy Baldwin for 2 carports at 29255 N Miller Rd. 4) Adam Grinstead for a new home at 30040 N 4th St. 5) A stop work order was first issued at 30435 N Pastime St., Thompson Mechanical, but has since been resolved with a permit for new fencing and landscaping requirements. Lastly, we have received a couple permit requests for Darla Kuhman at 6030 E Lorraine St. but since there may be a few code enforcements issues to address first and a possible sub-division in order to complete her request, they have not yet been approved. Will be working with her closely to see what we can do. **Code Enforcement- A Notice of Violation** has been recorded for Brian Bellante at 29475 N Miller Rd.; and a **release of Notice of Violation** has been recorded for the Myra Parsell property at 30290 N 1st St. as that property has been cleaned up. **Crossings at Athol** – is on tonight is agenda as an action item for review of the final plat. Construction of the sewer system for the development has started. **Cyd Rossi Special Use Permit** - the CUP was issued for 2 residential units in a commercial zone at 29801 N Old Hwy 95 that was approved by the Council on October 15th, 2019. To staff’s knowledge, Mr. Rossi has not yet complied with the Fire District’s requirements, which is necessary prior to the occupation of the units. **Miller Text Amendment** – this request was approved at the last council meeting; changing the

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minimum lot size requirement to qualify for 5000 square feet of accessory buildings; one 1-acre parcels or greater. **Idaho Forest Group Annexation** - They have submitted a request for annexation consideration for approx. 147 acres south of existing mill and is on the agenda for tonight's discussion. **Miscellaneous Items**- No new progress to report on the Cole annexation or the Fast Subdivision. New maps have been printed and delivered to Lori at City Hall; one is the zoning map and one is a new city addresses map. Rand will get the PDF version of the zoning map to Lori to get it up on the city website.

OTHER BUSINESS: ITD Notice on Granite North & Frontage Rd, Bonner Co- Rand, City Planner, wanted to share this notice that was received by the City from Eric Shanley, with Lakes highway District. This letter was received by the Highway district from Idaho Dept. of Transportation informing them of the temporary access to US-95 at the Bonner/Kootenai County line as part of the Garwood to Sagle Corridor, and that they are moving the at-grade crossing to US-95 at the Kootenai and Bonner County line. The schedule for construction is planned to start in the summer of 2020. The temporary intersection at N Old Highway 95 and N Williams Ln will be removed and will no longer have access to US-95 as it presently does. Further the letter states that there will be continuous frontage roads between Athol and Trails End Road on both sides of US-95. Local traffic will have to either travel north to Trails End Road to a temporary at-grade intersection that is being built by the project or travel south to Athol interchange with SH-54 to have access to US-95. After Rand shared that info he just wanted to be sure the council understood they were just sharing the information, and that it sounded like the Highway District was not really happy about them closing those intersections; and that it will bring in a bit more traffic into the city for those accessing North Old Hwy 95 going past the White Pine Café and Sunrise Daycare. No action, just making the council aware of this.

ACTION ITEMS:

1. **APPROVAL OF THE November 5th REGULAR MEETING MINUTES:**
Motion by McDaniel, seconded by Hill that we approve the regular meeting on the 5th, minutes without amendments. *DISCUSSION All in favor-no-one opposed. **Motion passed. ACTION ITEM**

2. **APPROVAL OF BILLS AS SUBMITTED: Motion by Hill, 2nd by Spencer to approve Paying Nov/Dec bills as submitted without amendments.** *DISCUSSION- All in favor-no-one opposed **Motion passed. ACTION ITEM**

3. **DISCUSSION/APPROVAL of a new fence around the big city shop on 6th street, using Idaho Fence Co. – Anthony to discuss. Motion by McDaniel, second by Spencer that we approve the the new fence for the big city shop on 6th street, using Idaho Fence and not to exceed \$11,500.00.** *DISCUSSION All in favor-no-one opposed. **Motion passed. ACTION ITEM**

4. **ANNEXATION CONSIDERATION Idaho Forest Group ACTION ITEM** City Planner, Rand gave a brief introduction of the proposed annexation consideration and recapped his written staff report of comments regarding the request. Sharing this is a consideration that includes approximately 147 acres southwest of the city. There are 2 parcels and one is partially bound the Union Pacific Railroad on the west. BNSF railroad right of way extends the entire length of the eastern boundary of the proposed annexation. Tonight, is only a matter to find out whether or not the City Council would be interested in annexing this property in the near future. Further, Rand discussed matters such as the Zoning/Comprehensive Plan; the existing and proposed uses, access, contiguity city water, and then a brief analysis of his findings. Ryan Foyers(?) and Tommy Groff from Idaho Forest Group then addressed the council. Ryan shared that their overall reason for such request or desire to be annexed is primarily to be under one jurisdiction and for all parcels to be

zoned Light-Industrial. He shared that they got an easement from the state (IDOL) for the road that runs along the railroad tracks for the southwestern most parcel with approximately 77 acres. The biggest question that remains is water; they want to know how the city would most desire the access to water. They do not have plans at this time to do anything with the southwestern parcel and would ask if they can wait until such time when they have a plan for the use. They have only considered sub-renting or leasing it out to possible other manufactures for storage. There were several various conversations from there. Overall, it sounded like the city was interested and there was not much for problems for the northern most parcel that runs between the two rail lines. But for the lower southwest parcel there were still a lot of questions to be discussed. The road lease and road built to county standards is problematic; and the cost of running water utilities to and through the property in the city might be a huge undertaking, as well as the request of use for the land is still unknown, to name a few. Overall, the council was open to discussions for both parcels, but sounded like the applicant might be better served to break up the request into 2 pieces, the northern most parcel more likely to be annexed now, as it had limited issues; and the southernmost parcel may take more time to figure out the various moving parts. **NO ACTION TAKEN**

5. **DISCUSSION/DELIBERATION of FINDINGS/APPROVAL to Grant Final Plat Approval of the Crossings at Athol Sub-Division and Authorize the Mayor's signature on all appropriate related documents.** City Planner, Rand Wichman, introduced this topic. The applicants of the Crossings at Athol are here tonight looking for a Final Plat Approval on their Sub-division. A written report with his recommendation and findings regarding this application have been put into your council packets. The unfinished sewer system has a financial guarantee for the remainder of the work that needs to be done. The Access Drive for lots 14 & 15 have their own Financial Guarantee. There is a water bond for the remains of the water system parts that are not quite finished and have yet to be dedicated to the city; as well as dedicating the remainder of the water system to the city with a 1-year warranty bond. The plat map has been submitted with a few small changes, minor in nature, all of which complies with the city requirements and both the City Engineer, Stillman Norton, and the City Planner, Rand Wichman, have reviewed.

What is required now by the council is to discuss and site your findings which can be included in your motion. He also reminded that this is not, nor does this require a public hearing on this matter, he would encourage the Mayor to allow the applicant to speak. With that the Mayor agreed and Geoff Reeslund with HJ Grathol addressed the council. He shared that its been a long process and he is happy to see that it is nearing the end. They have 3 buyers already preparing for closing who are eager to get started with construction of their business. Councilman Spencer asked City Public Works, Anthony, if he had any issues or items that were still outstanding; to which Anthony responded he thought everything was "all good." Still waiting on Control freak to come fix the error but it is covered under the warranty.

The council then deliberated, and the following comments were noted: Councilman Hill stated he believes it all appears to have met the city standards and based that upon the planner's staff report. Council's Denis and McDaniel concurred that the staff report appears to be in order and reads that the applicant has met all the necessary standards. Councilman Spencer confirmed that the financial guarantees, and proper paperwork is all in order and ready for the Mayor's signature. Rand gave a brief run down of how the papers/mylars will need to be prepared/finalized and that it will take a week or two to go around and collect signatures, and that the Mayor's signature will be the last to sign the plat to be recorded. Councilwoman Denis also inquired about the sewer system and wanted to be sure that this system will be privately owned and maintained at this time. Then the following motion was made by Councilman Spencer. **ACTION ITEM**

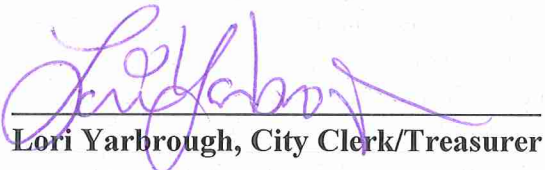
***DISCUSSION Motion by Spencer, second by Hill to approve Final Plat Approval of the Crossings at Athol Sub-Division and Authorize the Mayor's signature on all appropriate related documents. Roll Call: Denis-yes; McDaniel-yes; Spencer -yes; Hill-yes: Motion passed.** Applicant Geoff Reeslund again asked to address the council to share that the current 3 proposed tenants are: 76 Gas Station, Potlatch 1 Federal Credit Union and AutoZone. Once the recording of the plat map has occurred those businesses will want to close and begin building as soon as possible. He had some concern over them(each new business) getting building permits to allow them to build prior to the sewer system being completed; as time is very important to them and they want to get started right away. **ACTION ITEM**

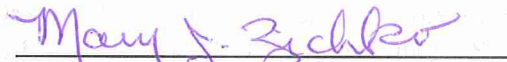
PUBLIC COMMENTS: None

ANNOUNCEMENTS City Council- Councilman Spencer reminded their Farmer's Christmas Market will be happening soon, Saturday and Sunday December 7th and 8th about 50 + vendors- should be exciting. Also, that day Cocoa and Cookies with Santa downstairs from 1pm-3pm. **Councilwoman Denis-** asked about the Planners report that stated, "we do not yet know if someone has moved into the Cyd Rossi rental" that was just approved. She has noticed that someone is living there already and wants to be sure we follow up with the fire department that the applicant did everything that was expected of them. Rand said he would will follow-up on this. **Mayor-None. Staff- Lori-** Reminded that the AIC District meeting will be 12/3/19 Lori asked which council will be in attendance; and since all the city staff will be attending, can City Hall will be closed that day? The Mayor was comfortable is closing city hall that day for training. Lori will get those interested in attending registered for the training.

ADJOURNMENT at 8:26 pm.

ATTEST:


Lori Yarbrough, City Clerk/Treasurer


Mary J Zichko, Mayor

Approved at Council on 12/3/19