

## Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, September 20, 2022

6:00pm Regular Council Meeting

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Mayor Hill called the meeting to order at 6:01 P.M.

**ROLL CALL:** Present: Mayor Hill; Councilwoman Devine; Councilman McDaniel; Councilwoman Kramer; Councilman Cutaiar; Clerk/Treasurer-Lori Yarbrough; Public Works- Kevin Foster, Rand Wichman, City Planner; and Zach Jones, Attorney. Not Present: none.

### **REPORTS:**

**Treasurer Report** – Lori submitted the July reports and she read aloud the ending bank account balances as of the end of August 2022. Checking was \$106,180.35; Savings/MM was \$627,638.98; and LGIP was \$1,075,928.36.

**Water Report** – Lori submitted August written report and read the totals aloud. August usage was at 14,107,525 gallons and coin haulers were 679,900 gallons. Coin Haulers money deposited in August was \$3,905.25, and bulk water payments received was \$1,643.70. Billed was \$25,254. \$10,074.00 of that was overage, and late fees were \$500.00. This month we will have 40 accounts with the late fee and approximately 8 accounts for shut-off letter. The report noted, as a reminder, that new city water rates will be approved in October and will be effective November 2022 billing.

**Public Works Report** – Kevin submitted a written report. Only one comment from the Mayor, he wants to see a stop sign put in at 5<sup>th</sup> and Grove and one more garbage can up at the cemetery near the vet section. No other comments or questions.

**Planner Report** – Rand submitted written report and briefly ran through it by subject matter: Colton Acres- The developers of Colton Acres are close to finishing the infrastructure for the subdivision and have been communicating with the city engineers about final signoffs. He hadn't heard what the results of the inspection they and the Public Works done yet. There has not been any discussion about, or application submitted for, the next phase. Pastime/Freemont Street Vacation – No updates on this, no work has been started yet. Jennie's Lot Subdivision we have received their application for final plat approval. It is an action item later in tonight's agenda. Road Improvements on 2<sup>nd</sup> Street – The construction has made meaningful progress. Looks like we are working through the acceptance of those road improvements. Luxury Garage Condos (Annexation Request) – The City Engineer has reviewed the proposal and sent back some questions to the applicant. We are waiting for responses to those issues, as well as an official letter from the health district and fire district prior to scheduling this mater for a public hearing. A reminder this is for a storage facility between Old Hwy 95 and Hwy 95 on the Allund West parcel, north of town next to the Mr. Tire lot. The applicant has acquired 3 acres of excess right of way from ITD that they are hoping to annex. They have been given a site disturbance permit, they provided a financial guarantee in the event there are problems with a Code Amendments – The council discussed the amendments in a workshop on September 7, he will be making some additional changes from that

*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 48 hours in advance of the meeting date and time.*

workshop. We are also waiting on supplemental document from Stillman, city engineer, to address other development standards. This document will be adopted separately from the ordinance as a policy resolution.

### **ACTION ITEMS:**

#### **1) APPROVAL OF THE September 6<sup>th</sup> REGULAR MEETING MINUTES:**

**Motion by Kramer**, that we approve the last regular meeting minutes on the 6<sup>th</sup>, 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 the September/October bills as submitted without amendments.** **\*DISCUSSION-**

Councilman McDaniel asked about the Traffic Corp bill from Athol Daze, was there any kind of adjustment to the bill due to the problems they had this year. Lori responded yes, she spoke with them, and they sent back an adjustment forgiving the full bill. She was very surprised and didn't expect that. All in favor-none opposed. **Motion passed. ACTION ITEM**

#### **3) DISCUSSION/APPROVAL of Payment #13 for the Water Improvement Project with**

**NNAC.** This should be the final packet for the DEQ loan requests for the project. DEQ loan close out will happen next month, and we will finalize the RD long term loan. Lori briefly ran through an email from Stillman on where the budget is setting and a few items council can choose from that RD will allow for in this project. Once staff can get numbers to some of these items, it will come back to council to decide which council wants to do. The city still has a portion of funds they have committed to, that is only budgeted for this year, so we will be trying to get those in for this budget year. **Motion by Kramer, to approve Payment #13 as presented no changes.** **\*DISCUSSION Roll Call:** Kramer-yes; McDaniel-yes; Devine-yes; Cutaiar-yes. **Motion passed. ACTION ITEM**

#### **4) DISCUSSION/APPROVAL of the ICRMP Consent to Electronic Communications Motion by McDaniel to approve and authorize the Mayor's signature on the ICRMP Consent to Electronic Communications document.** **\*DISCUSSION-**

Lori shared that we already communicate with ICRMP via the email, but it is just a document they would like to have on file, now that we are using them and no longer using a third-party agent. **Roll Call:** Devine-yes; Cutaiar-yes; Kramer-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

#### **5) DISCUSSION/APPROVAL/REVIEW of Staff's Recommendation for the Final Plat**

**Application for Jennie's Lot Subdivision.** Rand gave a brief overview of the steps and previous three conditions the council approved for preliminary plat approval, no other questions were asked, and Rand then recommended to the council to approve the request for final plat. **Motion by Cutaiar to approve the final plat application for Jennie's Lot Subdivision and authorize the Mayor's signature.**

**\*DISCUSSION Roll Call:** Cutaiar-yes; Kramer-yes; McDaniel-yes; Devine-yes. **Motion passed. ACTION ITEM**

#### **6) DISCUSSION/APPROVAL to Select/Re-BID for the Construction of the Bennett Avenue**

**Reconstruction Project** Lori shared that we received one bid from Interstate Concrete and Asphalt, and it was higher than expected and budgeted for. She then shared the Engineers recommendation to re-bid for the project as it seemed the quick turnaround also impacted others from applying and was bad timing and a big ask to get it done this late in the fall and of course the bid coming in higher than anticipated. They recommended to re-bid and add some language to allow for this to be a full spring project. **Motion by McDaniel to direct staff to RE-BID for Construction for the Bennett Avenue Project, with the changes to allow for a project timeline for full Spring construction.** **\*DISCUSSION Roll Call:** Kramer-yes; McDaniel-yes; Devine-yes; Cutaiar-yes. **Motion passed. ACTION ITEM**

7) **DISCUSSION/APPROVAL to Amend the Owner-Consultant Agreement with Keller Associates for the Bennett Avenue Reconstruction Project.** Lori reminded staff this was for the Bidding Services, Construction Management and Observation we have discussed before; this was just the final agreement with those changes. **Motion by Kramer to approve the amendment to the Owner-Consultant Agreement with Keller for the Bennett Avenue Reconstruction Project, not to exceed \$24,400.** \* **DISCUSSION** Roll Call: McDaniel-yes; Devine-yes; Cutaiar-yes; Kramer-yes. **Motion passed. ACTION ITEM**

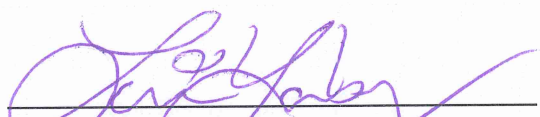
8) **DISCUSSION/APPROVAL of Kevin Soliciting BIDs for a Water Hauling Station.** Lori reminded the council RD will not be part of the loan for the water improvements, and NNAC can be counted as 1 of the 3 bids. The decision before the council is do you still want to move forward and pay for it with city funds. After a brief discussion the following motion was made: **Motion by McDaniel to have Kevin solicit BIDs to move forward with getting a Commercial Water Hauling Station for N. Old Hwy 95.** \* **DISCUSSION** Roll Call: Devine-yes; Cutaiar-yes; Kramer-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

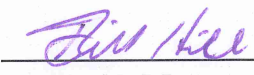
**ANNOUNCEMENTS: City Council – none. / Mayor – none. / Staff - Lori** 1) Readers Become Leaders Program is back again this year. Lori is asking if the Mayor or Council would like to read to our local 3<sup>rd</sup> graders at Athol Elementary. Last year she and Councilwoman Kramer did this a felt it was a great little book or story to shared with them. Only she and Councilwoman Kramer agreed to do it again this year. 2) (Previously mentioned by Lori) Menser Sidewalk out for BID to close on Oct. 4<sup>th</sup>, but there will be a pre-bid meeting to meet with possible contractors and walk the street to physically look at any issues and utilities that may need to be addressed. Kevin will be there with the Keller representative; this is going to be on Tuesday September 27<sup>th</sup> at 10am. 3) Super 1's - Trunk or Treat happening again on Halloween from 5pm-7pm, staff is planning on being there again, council is always welcome. No costume/theme has been decided yet. 4) III-A will be on-site Oct 4<sup>th</sup> 2-3pm for our free health visits. 5) Lori shared the date for the upcoming AIC Fall district meeting will be on October 17<sup>th</sup> in the CDA generally from 9am to 3pm- let her know if you are planning on going. 6) Reminder City Hall will be closed the rest of the week for the ICCTFOA Clerks Conference, here in CDA. 7) Citywide Yard Sales set for October 1, 2022. 8) Lastly, she shared the response from the City Attorney, that it is possible to contract with another agency for Police services, if this is something the council is interested in. He referenced Idaho Code 67-2326 and 67-2328. Lori also checked with another local city who is paying \$150,000 a year for one office and car for 40 hours a week- this will give you a dollar amount range of costs to keep in mind. **Kevin-** had nothing. **Rand-** Shared he will be out on vacation for the first two weeks in October.

**PUBLIC COMMENTS-** None

**ADJOURNMENT at 6:56pm**

**ATTEST:**

  
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**Lori Yarbrough, City Clerk/Treasurer**

  
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**Bill Hill, Mayor**

Approved at Council on 10/4/2022

