

Approved Minutes

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

Tuesday, February 1, 2022  
6:00pm Regular Council Meeting

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

We had 4 join, via zoom: The City Attorney, III-A Executive Director, Councilwoman Kramer, and an unknown by the name Ken.

**ROLL CALL:** Present: Mayor Hill; Councilwoman Devine; Councilman McDaniel; Councilman Cutaiar; Councilwoman Kramer (via zoom); Clerk/Treasurer-Lori Yarbrough; and Jason Wing, Attorney (via zoom). Not Present: Public Works-Anthony Brandt.; Rand Wichman, City Planner.

**DISCUSSION:**

- 1) **III-A Amy Manning Executive Director**, via zoom, presented the 2020-21 III-A Annual Report to the Council. She explained page by page various pieces of information regarding how the trust performed over the year. Each member of the council received a paper copy of their own.
- 2) **Timberlake Fire District, Division Chief Josh Delamarian, Fire Chief Brandon Hermenet, and Consultant, Anne Westcott** were present to discuss updates regarding the Fire District Impact Fee Study and Adoption Process. She first reminded the council that last June 2021, the Fire District came to the city about the possibility of the city collecting impact fees for new construction for the Fire district. The council passed a resolution agreeing to be a part of the formation of a Joint Development Impact Fee Committee (DIFAC). Today the fire district is back with the outcome of the Impact Fee Study for Fire and Emergency Management Systems (EMS); that has also been approved by the 5-member DIFAC committee they put together. **There was then a brief conversation/acknowledgment regarding the formation of this committee, and the city questioned why the city was left out of the process, after the fire district came and asked the city to be a part of it last June. What to do about this was held back until the end of the presentation.** Anne continued giving basic information from the Impact Fee Study and Capital Improvement Plan for both the fire district and the Emergency Medical Services. She discussed things like: level of service and response times, costs per existing house, call increases, and then the proportional share or projected impact fees for both fire and EMS. She went through the list of Capital Improvement Projects that the collected impact fees would be used for. **Once that portion was explained, Anne asked the city how shall we move forward with the joint committee issue since she messed up on not including the city?** The Clerk recommended that she or the Fire District provide the city with minutes, agendas and any information that will show the council what and how things were done up to this point, and let the council discuss it with their attorney and then get back to the fire district, as it's kind of unfair to ask the city before they have been filled in on what has even occurred thus far and who and how the committee was even selected. The Council agreed that would be a great place to start. **Anne said she would provide the city with the information and wait to hear from the city. She then reminded that once the joint committee issue has been resolved, meaning either council can go back and re-select**

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a new committee and have them review the report for recommendations or accept things as they are, we can move forward toward the public hearings and adoption of the Ordinance to begin collecting the fees. She was open to whatever the council felt most comfortable with.

**REPORTS:**

Public Works - January Report submitted by Anthony but was not present.

**ACTION ITEMS:**

**1) APPROVAL OF THE January 18<sup>th</sup> REGULAR MEETING MINUTES:**

Motion by Cutaiar, that we approve the last regular meeting on the 18<sup>th</sup>, minutes with /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 January/February bills as submitted without amendments.** \*DISCUSSION-All in favor-none opposed. **Motion passed. ACTION ITEM**

**3) DISCUSSION/APPROVAL of the Athol/Spirit Lake Grandmothers Club Building Rental Agreement for 2022. Motion by Devine, to approve the new agreement for another year as presented, no changes other than dates.** \*DISCUSSION Roll Call: Devine-yes; Cutaiar-yes; McDaniel-yes; Kramer-yes. **Motion passed. ACTION ITEM**

**4) DISCUSSION/APPROVAL of the Annual City Alcohol License Renewals and 1 New request. – Lori shared the renewal list with the council, and they had a brief conversation, then the following motion was made: Motion by McDaniel, to approve the 10 existing businesses for Alcohol Licenses and for 1 new license to Dollar General for Beer & Wine Off premises when presented with the current appropriate state and county documents.** \*DISCUSSION Roll Call: Cutaiar-yes; McDaniel-yes; Kramer-yes; Devine-yes. **Motion passed. ACTION ITEM**

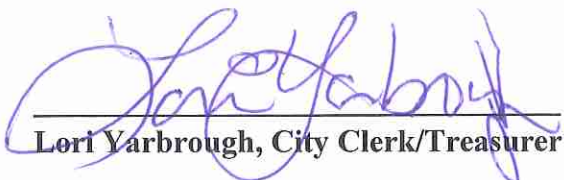
**5) DISCUSSION/APPROVAL to review and accept a draft Fee Resolution, so staff may post for the Notice of Public Hearing for the March 1<sup>st</sup> meeting. – Lori shared the staff proposed increase requests on the fee schedule, the council made a few changes and then the following motion was made: Motion by Devine to accept the draft Fee Resolution with the changes just discussed and direct the staff to post for notice of the public hearing to be held on Tuesday, March 1 2022.** DISCUSSION Roll Call: McDaniel-yes; Kramer-yes; Devine-yes; Cutaiar-yes. **Motion passed. ACTION ITEM**

**ANNOUNCEMENTS City Council / Mayor / Staff** Lori- 1) It's time again to have a meeting with Panhandle Health District (PHD) to review the status of septic tanks pumped and discuss any updates to the contract that might be needed. Lori wanted to know who or how many councilmembers wanted to work together with the staff to come up with what changes to recommend to PHD. It was agreed that Shane and Jeanette would work with staff and then bring to the full council before taking them to PHD. Lori will work on setting up a workshop meeting time. 2) Culpepper Merriweather Circus date set for Wednesday June 8<sup>th</sup> 2022. 3) First Athol Daze meeting set for Thursday, February 24<sup>th</sup> at 1:00pm. 4) RFQ for Wastewater Facility Plan closes tomorrow February 2<sup>nd</sup> at 4:00pm; only one received to date.

**PUBLIC COMMENTS:** None

**ADJOURNMENT** at 8:00pm

**ATTEST:**

  
Lori Yarbrough, City Clerk/Treasurer

  
Bill Hill, Mayor

Approved at Council on 2/15/2022