

Approved Minutes

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

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

Mayor Hill called the meeting to order at 6:00 P.M.

ROLL CALL: Present: Mayor Hill; Councilwoman Devine; Councilman McDaniel; Councilwoman Kramer; Councilman Cutaiar; Clerk/Treasurer-Lori Yarbrough. Not Present: Public Works-Kevin Foster Jason Wing/Zach Jones, Attorney; and Rand Wichman, City Planner.

ACTION ITEMS:

City Clerk, Lori, requested an amendment to the agenda. She was looking for a motion to amend the agenda to add action item # 7a Proposal for Concrete Driveway Approaches on Menser Avenue Sidewalk as this request just came up yesterday and is time sensitive, as they are pouring the sidewalk Thursday.

Motion by Devine to amend the agenda to add Action Item #7, a proposal for concrete driveway approaches on Menser Avenue sidewalk. Roll Call Vote: Kramer-yes; McDaniel-yes; Cutaiar-yes; Devine-yes.

ACTION ITEMS:

1) APPROVAL OF THE October 18th REGULAR MEETING MINUTES:

Motion by Kramer, that we approve the last regular meeting minutes for the 18th, without amendments.
***DISCUSSION** * All in favor-none opposed. **Motion passed. ACTION ITEM**

2) APPROVAL OF BILLS AS SUBMITTED: Motion by Kramer, that we approve paying the October/November bills as submitted with no amendments. *DISCUSSION Lori pointed out the first invoice for the sidewalk contractors-there will likely only be 2 or 3 total invoices for this project. - All in favor-none opposed. **Motion passed. ACTION ITEM**

3) DISCUSSION/APPROVAL to Transfer Funds from Unrestricted to Restricted/Committed Funds for Fiscal Year Ending 2022. Lori gave a brief rundown of year-end balances for both the general fund and the water fund. Then she made a few recommendations to the council for possible designations of funds from the General Fund unrestricted balances to General Fund restricted balances. She did not make any recommendations for the Water Fund at this time, as we will be looking at getting the RD loan account set-up and determining how much money to be designating in that account. After a discussion with the council the following motion was made: **Motion by Kramer to approve Resolution 2023-03 to transfer as restricted funds/carryover funds in the General Fund/Water Fund as follows: In the General Fund \$20,000 to the Cemetery Equity account; \$50,000 to Street Improvements; and \$4,000 to parks. Nothing for the Water Fund at this time.** *DISCUSSION Roll Call: Kramer-yes; McDaniel-yes; Cutaiar-yes; Devine-yes; **Motion passed. ACTION ITEM**

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.

4) **DISCUSSION/APPROVAL of a final Change Order, #8, for the Water Improvements for NNAC.** Lori began an update and Shane helped with a better explanation for the spool portion of the order, as Kevin was out. After a brief discussion the following motion was made: **Motion by McDaniel to approve Change Order #8 for NNAC and the Water Improvement project as submitted.** Roll Call: McDaniel-yes; Cutaiar-yes; Devine-yes; Kramer-yes. **Motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL Regarding the Timberlake Fire District High Use Water Bill** Fire Chief Brandon Hermetet addressed the council. Lori shared the average usage for the fire district is 23k-24k gallons. They are set on Commercial Low, paying \$52.00 a month for up to 20k gallons of water. Fire Chief Hermetet provided a brief rundown of events and shared how they got it fixed as soon as they could and would appreciate any forgiveness from the council with this large bill. After a brief discussion the following motion was made: **Motion by Devine to approve the request by Timberlake Fire to split the large September water bill (303,000 gallons) at 50% with the fire district.** (a credit of \$309.00) *DISCUSSION Roll Call: Cutaiar-yes; Devine-yes; Kramer-no; McDaniel-no. **Tie vote**, Mayor broke the tie and voted yes. **Motion passed. ACTION ITEM**

6) **DISCUSSION/APPROVAL to Purchase a 2105 Cimline Durapatcher P2 Two Person Patcher.** Councilman McDaniel shared what he knew about a specific Durapatcher he and Kevin had been looking at, but there still was some questions and with Kevin not being present the council **decided to table this item until the November 15th meeting; giving Kevin more time to research this machine.** *DISCUSSION – No Motion. **NO ACTION TAKEN**

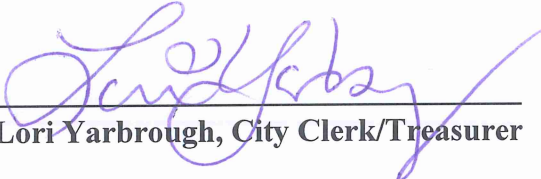
7) **DISCUSSION/APPROVAL for a Proposal for Concrete Driveway Approaches on Menser Avenue Sidewalk.** Lori explained the circumstances the best she could and after a brief discussion council made the following motion: **Motion by McDaniel to add doing the four concrete driveway approaches as presented for the Menser sidewalk project; this will add \$9,076.38 to the original award amount.** Roll Call Vote: Devine-yes; Kramer-yes; McDaniel-yes; Cutaiar-yes. **Motion Passed. ACTION ITEM**

ANNOUNCEMENTS City Council - Councilman McDaniel shared he spoke again to the Tallents regarding the cemetery road easement. Currently, the Tallents believe the road is fully in the ITD right of way and don't think it's necessary for any additional agreements. He feels like we should just proceed with our improvements as we have the easement through ITD. Everyone seemed to agree, let's not waste anymore time or money on this. / **Mayor** – had a couple questions: 1) Any updates on Beacon Pizza? Lori shared nothing yet. Kevin ended up hand delivering the notice and Lori was planning a courtesy call tomorrow to see where they are at with replacing the concrete curb stops or railroad ties in the parking lot. They are given 45 days from the date of the notice so they have until basically Thanksgiving to resolve the violation before further action may be taken. 2) Engels, anything from the attorney yet? Lori shared nothing yet, but she will follow up with Zach. 3) Meter reading/leaks – The Mayor wanted to state he feels that it's important to read water meters for as many months as possible, none of this 6 month only. If weather permits, we read. Lori also shared that as more radio reads go in, we can even read those throughout the year. The council agreed as this will help detects leaks sooner for customers. / **Staff Lori** - 1) Adam Flippen with Luxury Garage Condos – In July he had requested a Conditional Use Permit and an Annexation request; while we are still working on the annexation, he would like to ask if he can have his public hearing and come before the council at the first meeting in December on the 6th and not on the second one on the 20th. He will be paying for Rand's time to attend as this is not a meeting he would regularly attend. The council agreed that would be fine. 2) Trunk or Treat - Lori recapped the event; she felt there were not as many trunks set up nor kids this year and not sure why, but it was still fun and happy that Super 1 puts this event on. 3) Tree Lighting – Lori reminded the council that the Chamber of Commerce last year gave the lighting portion of the seasonal event over to the city, to handle it how we

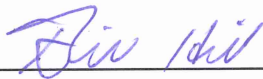
wanted. Last year we offered it to Real Life Ministries to do something on their regular Monday meeting time as it was short notice. This year I was informed that they will no longer be having the Christmas dinner event. In fact, they are struggling to find board members for the chamber and needs some new leadership. If any of the council knows of someone interested in leading the Chamber of Commerce direct them to Janet, we would really hate to see the Chamber dissolve. This year city staff is hoping for a quick 1-hour Tree Lighting event, with the help of Athol Baptist and any other groups we can gather and do something on Saturday, Dec 3rd. The Athol Farmers Market Craft Fair is that same weekend and their event shuts down at 5pm so we are thinking starting at 5pm outside in the ballpark near the city Christmas tree to gather and sing carols, maybe have some burning barrels, and hot cocoa, and at 6pm turn on the tree lights. She will share more as it comes together. It is also the same night that Timberlake Fire District will be going around on Santa's sleigh collecting food for the food bank. They start at 4pm, then go to Bayview after for their event later that night. **4)** Auditors will be here on Tuesday, Nov. 15th and Wednesday, November 16th to review our files for the Fiscal Year Ending 2022. **5)** Lori also shared a thank you card from the good news club arrived for the council, thanking you for allowing them to use the facility. **6)** Reminded the council that she sent out information on the Housing and Growth meeting on Nov. 10th that the CDA P & Z commission has offered to the City, she just needs to know who is interested in going. After a brief conversation Lori, Jeanette and Bill are planning on going. **Lori shared for Kevin 1)** He will be installing the RRFB's soon. We have the ITD permit, but they will not be helping the city to install. **2)** Holiday prep- he is planning on getting lights up for the season.

ADJOURNMENT at 7:22pm

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Bill Hill, Mayor

Approved at Council on Nov. 15, 2022

