

Approved Minutes

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

**Tuesday, October 4, 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; Public Works-Kevin Foster. Not Present: Jason Wing/Zach Jones, Attorney; and Rand Wichman, City Planner.

**ACTION ITEMS:**

**1) APPROVAL OF THE September 20<sup>th</sup> REGULAR MEETING MINUTES:**

**Motion by Kramer, that we approve the last regular meeting minutes for the 20<sup>th</sup>, without amendments.**  
**\*DISCUSSION** \* All in favor-none opposed. **Motion passed. ACTION ITEM**

**2) APPROVAL OF BILLS AS SUBMITTED: Motion by Devine, that we approve paying the September/October bills as submitted with the one amendment to add CDA Power Tool.**

**\*DISCUSSION** Lori shared the status of a few bills, and it was also realized the CDA Power Tool bill for two new generators was missing. - All in favor-none opposed. **Motion passed. ACTION ITEM**

**3) DISCUSSION/APPROVAL of the Order of Decision for Jennie's Lot Subdivision. Motion by McDaniel, to approve the Order of Decision for Jennie's Lot Subdivision.** **\*DISCUSSION** None needed as the council was familiar with this already. **Roll Call:** Kramer-yes; McDaniel-yes; Cutaiar-yes; Devine-yes; **Motion passed. ACTION ITEM**

**4) DISCUSSION/APPROVAL of the BID Selection for the Menser Sidewalk Project –**

**Lori shared that** Scott with Keller has reviewed the 4 bids that were opened earlier today at 11am. His email stated the lowest bid was found to be acceptable and for \$217,969.00. He also already called that contractor to verify that he can meet the timeline for the project. He was happy to see the bids came in at a very competitive price and he's provided the Notice of Award document for the council to approve selecting the lowest bidder, WM Welch for the sidewalk project and authorize the Mayor's signature on the notice of award and contract agreement. She reminded them this is a very tight timeline to meet the guidelines of LHTAC grant we received. The project needs to be complete by December 9<sup>th</sup>, 2022.  
**Motion by Devine to approve selecting WM Welch for the contractor for the Menser Sidewalk Project and authorize the Mayor's signature on the documents.** **\*DISCUSSION** **Roll Call:** McDaniel-yes; Cutaiar-yes; Devine-yes; Kramer-yes. **Motion passed. ACTION ITEM**

**5) DISCUSSION/APPROVAL for Resolution to Transfer Year-End Funds (Res23-02) into**

**Equity Fund Savings with specific designations.** Lori explained the transfer resolution today will not be the last one for the fiscal year end because we still have too many invoices for the year end to be able to tell the council for sure how much money is left in each fund. She has also been working with USDA, DEQ, Keller, PAC and the City's Bond Council, Hawley Troxell to get the Water Project funding lined out. That means closing out the DEQ loan and grant, as well as the Community Development Block

*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.*

Grant, and then preparing the Rural Development loan. Much of this will be coming to you in the next council meeting or so for your approval. **Motion by Kramer to approve Resolution 2023-02 to transfer as restricted funds/carryover funds in the general fund/water fund as follows: \$75,000 total from Unrestricted to Committed funds; With the water fund moving \$10,000 for equipment and \$5,000 for savings; and the general fund moving \$10,000 for equipment, \$5,000 for savings, \$20,000 for streets and \$25,000 for legal.** \*DISCUSSION- Roll Call: Cutaiar-yes; Devine-yes; Kramer-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

**6) DISCUSSION/APPROVAL Regarding the Cemetery Hill Clean-Up or Planting**

Councilwoman Kramer wanted to discuss next steps with the cemetery. She led this discussion with a conversation about the city cleaning up the hillside more before planting, and whether we were going to plant any grasses or throw wildflower seed. The saplings she temporarily planted at her house, due to timing are ready as soon as we think we are going to have rain soon. After a brief discussion led to no real decision, rather to wait and watch for the weather to turn and then we can plan for a day of clean-up, no hydro seeding, and planting of the trees we have. Then Kevin will plan to burn the slash piles after the first snow. **No motion was made.** \*DISCUSSION ONLY. **NO ACTION TAKEN**

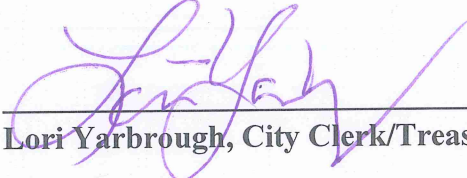
**7) DISCUSSION/APPROVAL ANNOUNCEMENTS City Councilman Cutaiar -**


Asked about the Diesel Performance business on Pastime. He wanted to know if they have gotten a business license and a permit yet for their use, because that gravel parking lot is not allowed. **Lori** shared the new tenant and business owner has come into the city and has secured a sign permit for the banners up, and they have requested a business license, but we cannot issue it yet until the property owner comes in and address his code violations. She stated she hopes we can get things into the permit process soon. **Councilman McDaniel** – Asked about where we are at with the Engels property on Pastime. **Bill** responded he told attorney to move us into the next steps. Some things moved but no apparent intent to remove everything correctly. He does not believe it is being taken seriously by them. After a brief conversation **Lori** said she will work with the attorney to see how he wants to proceed with moving forward on this matter. **Councilwoman Kramer** – Asked about the new Perfection Landscaping place, regarding their parking in the street and the safety concerns she has with people trying to drive through there. **Lori** responded that she did speak with the planner. He shared concerns that while the city can post no parking signs there due to it being near the corner, it may only displace the problem to another location further down the street. She also shared his idea about maybe the city working together with them and the vet place to consider widening the road approach there to allow for parking on at least one side of the road. With no meaningful resolution or direction, **Lori** suggested we put this item on a future agenda when the planner and attorney are present and can be a part of that conversation. / **Mayor** -he did attend the mayors meeting but was not going to go into it at this meeting. If you are curious, ask him about it. / **Staff, Lori**- 1) We finally got the Mueller training today for the new radio read meters. 2) Reminder of the AIC Fall District training- its going to be a different type of training this time. She encourages all the council and staff to go. Let her know if you are planning on attending. 3) In your packet you received a draft copy of the Fee Resolution that we will be holding a public hearing for at the next council meeting on the 18<sup>th</sup>. This is primarily just making the increases in the water rates, to allow us to begin paying for the water loan. She encouraged council to review and reminded them the time is now if they want to make any other changes. After a short conversation council did make a few other recommendations for increases to existing rates. There are no new fees being proposed with this resolution. 4) Subdivision Code Amendments - Rand sent everyone a copy via email and **Lori** also printed copies. She wanted to know if everyone was comfortable with this draft or if they think they will want another workshop to review. Everyone was good with this revision. **Lori** shared she knows Stillman is working on the road standards piece and she will check back with him on the timeline in which we can expect something from him. **Kevin**-nothing.

**Public Comments:** 1) Lisa Bennett, 5929 E Grove - Asked about the number of vehicles driving too fast through the city and along the roads to the school. Concerned with walking her grandchildren to school, she is asking the city to change the speed limit in town to slow people down. Mayor said he agrees, he has been complaining about it for years, but feels it must be changed by ordinance. The Clerk, Lori, asked what road she was talking about, as we cannot do much about the state highway, but we can if it is a city road. After a brief discussion, Lori said in the meantime she would let Deputy Goodman know so he can do some more emphasis during school times. Kevin mentioned the delay in getting new signs, but we do have several on order. 2) Deborah Warner, 30555 N Meadow St. – Would like it to be 15 mph in Northern Meadows. 3) Levi Thomason, 4415 E Brunner Rd. – Asked the council to consider charging separate fees for new water installation and new service of water services, to lessen the impact on the new city infrastructure/road being installed. Lori shared she believed doing the water rate survey we have planned will get us the data values we need to begin doing that sort of thing.

ADJOURNMENT at 7:00pm

ATTEST:

  
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Lori Yarbrough, City Clerk/Treasurer

  
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Bill Hill, Mayor

Approved at Council on 10/18/2022

