



Unapproved Draft Minutes

Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, November 15, 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. Attorney, Zach Jones, and Rand Wichman, City Planner.

REPORTS:

TREASURY REPORT - Lori submitted the October report and she read aloud the ending bank account balances as of the end of October 2022. Checking was \$21,350.79; Savings/MM was \$627,796.33; and LGIP was \$1,137,487.57. She also shared she transferred \$100,000 from the Savings/MM account into the Checking account, as it is the first of the fiscal year and won't be until January that we see the new property tax income. Also, we are still paying the contractor for the sidewalk project. She also provided the council with the 4th quarter to date financial statement, unaudited. It is on the city website for the public to review as well.

WATER REPORT- Lori submitted an October written report and read the totals aloud. October usage was at 4,431,278 gallons and coin haulers were 308,600 gallons. Coin Haulers money deposited in October was \$1,611.75, and bulk water payments received was \$402.00. Metered water billed was \$15,276 and overage billed was \$946.00. Late fees were \$400.00. She also reminded everyone that the new city water rates are effective this next billing for November.

PUBLIC WORKS REPORT – Kevin submitted a written report; no questions for him.

PLANNER REPORT – Rand submitted a written report and gave a few brief reviews of it. Colton Acres- waiting for warranty bond for the street improvements; but otherwise, the city engineers and city staff have signed off on the work. No building permits have been requested yet, nor have they submitted any application for future phases yet. 2nd Street Road Improvements - are at about the same place, and we are waiting for the warranty bonds there as well. The Luxury Garage Condos - Annexation and Conditional Use Permit are ready for a Public Hearing and Council review at the next meeting on December 6th. Code Amendments – Lori shared that Stillman should have the street standards done by the end of the month, and she will be discussing some possible workshop times for council's input and review. Regional Housing Workshop – He couldn't make it but knew that the Mayor, the Clerk and one council member attended. Lastly was the Area of City Impact (ACI) Comment notice from the county. Rand gave a brief review of the proposed 484-unit storage project on Old Highway 95/1st street closer to Parks Road area. Not in the city but in the ACI so the city can comment. After a brief discussion the council didn't feel it necessary to comment. Staff will reply with a no comment.

***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.*

DISCUSSION: Presentation of the III-A Annual Report by Susan Lasuen

III-A is our medical, dental and vision insurance provider. Idaho Independent Intergovernmental Authority came to give their annual report of how the trust is doing. Susan shared that membership is at 5,285 members and grew 8% this year. There are 90 agencies that are a part of this trust and staff operations are only 1.7% of the annual expenses. The 5-year renewal rate is 5.6% and the Idaho trend is 6.82%. She asked if the council had any questions. Hearing none, she thanked the council for their time.

ACTION ITEMS:

1) APPROVAL OF THE November 1st REGULAR MEETING MINUTES:

Motion by Kramer, to approve the last regular meeting minutes for the 1st, without amendments.

***DISCUSSION *** All in favor-none opposed. **Motion passed. ACTION ITEM**

2) APPROVAL OF BILLS AS SUBMITTED: Motion by Kramer, to approve paying the

November/December bills as submitted. *DISCUSSION - All in favor-none opposed. Motion passed.

ACTION ITEM

PUBLIC HEARING #1: On Proposed City Fee Resolution 2023-04

The Mayor opened the public hearing at 6:31pm to take and consider public comment on the adoption of City Fee Resolution 2023-04, regarding the institution of new Fire and Emergency Development Impact Fees and to correct a typo on one of the water fee rates. The Mayor then asked if there was anyone wishing to speak. **Public testimony:** No one came forward to give any comments. The Mayor asked if anyone else wanted to come forward and make any comments. Again, hearing none, he closed the public hearing at 6:32pm.

ACTION ITEMS Continued:

3) DISCUSSION/ADOPTION of City Fee Resolution 2023-04 an update of the City Fee

Schedule - Motion by Devine, to adopt the Fee Resolution as presented and to be effective

November 16, 2022. *DISCUSSION Roll Call: McDaniel-no; Devine-yes; Cutaiar-yes; Kramer-no. Tie Vote. Mayor voted yes, to break the tie and the **motion passed. ACTION ITEM**

PUBLIC HEARING #2: To consider public comment on Comprehensive Plan Amendment to Add Impact Fees for Fire and Emergency Services.

The Mayor opened the public hearing at: 6:34pm and stated this a public hearing so please speak loud and clear- it is being recorded. City Planner, Rand Wichman, spoke briefly reminding them the subject of this hearing was to make the proposed update to the city's comprehensive plan. The intent is to add a goal and policy to the plan that is in line with the Ordinance amendments you made to begin collecting Impact Fees for the Fire District and this will help to maintain positive working relationships with other local government entities. With nothing further, the Mayor asked if any of the public wished to speak regarding the collecting of Impact Fees for the Fire District. Hearing none he closed the public hearing at 6:36pm. He stated the council may now deliberate on the matter. The council didn't really have any deliberations and then the following motion was made:

4) DISCUSSION/APPROVAL to AMEND the Comprehensive Plan to pass the Collection of Impact Fees for the Fire District and Emergency Management Services. Motion by Cutaiar, to adopt the proposed amendment to the Comprehensive Plan as proposed by staff in Support of the Fire District and EMS Impact Fees. *DISCUSSION – Roll Call Vote: Devine-yes; Cutaiar-yes; Kramer-no; McDaniel-no. Tie Vote. Mayor voted yes, to break the tie and the **motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL for the DEQ Loan Close Out and Bond Ordinance #440 “FOR THE ISSUANCE OF WATER REVENUE BOND, SERIES 2022, IN THE PRINCIPAL AMOUNT OF \$2,140,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE DESIGN, ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE WATER SYSTEM AND FACILITIES OF THE CITY”** Bond Council, Daniel Quade with Hawley Troxell addressed the council and walked through a review of the ORD document talking about some of the basic informational points regarding the full project and loan to date. *Total Project Cost: \$3,984,000.00 less the city match contributions \$399,000.00, less Idaho Community Development Block Grant for \$500,000.00, less the Idaho DEQ Principal Forgiveness of \$235,000.00 and less the USDA Rural Development Grant of \$710,000.00 leaving a loan balance of \$2,140,000.00. Annual payments will be \$76,527.00.* **Motion by McDaniel, to place proposed ORDINANCE #440 for the Issuance of Water Revenue Bond, Series 2022, in the principal amount of \$2,140,000.00, on its first and only reading by title only while under suspension of the rules.** *DISCUSSION – Councilwoman Kramer had several questions that got answered. No other questions were asked. Roll Call: **Devine-yes; Cutaiar-yes; Kramer-yes; McDaniel-yes.** Motion passed. **ACTION ITEM**

Mayor then read the proposed ordinance by title: ORD #440- AN ORDINANCE OF THE CITY OF ATHOL, KOOTENAI COUNTY, IDAHO, AMENDING THE ATHOL CITY CODE BY THE ADDITION THERETO OF A NEW TITLE 10 PROVIDING FOR:

AN ORDINANCE OF THE CITY OF ATHOL, KOOTENAI COUNTY, IDAHO, AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF WATER REVENUE BOND, SERIES 2022, IN THE PRINCIPAL AMOUNT OF \$2,140,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE DESIGN, ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE WATER SYSTEM AND FACILITIES OF THE CITY (THE “SYSTEM”); DESCRIBING THE BOND AND TERMS THEREOF; PROVIDING FOR THE SALE OF THE BOND TO THE UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL UTILITIES SERVICE; RATIFYING ESTABLISHMENT OF RATES AND CHARGES FOR SYSTEM SERVICE AND PROVIDING FOR THE COLLECTION AND DISPOSITION OF REVENUES THEREOF; PROVIDING FOR THE PLEDGE OF NET REVENUES OF THE SYSTEM TO PAY THE PRINCIPAL OF AND INTEREST ON THE BOND; ESTABLISHING FUNDS AND ACCOUNTS; PROVIDING COVENANTS RELATING TO THE BOND; AND PROVIDING FOR OTHER MATTERS RELATING THERETO

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ATHOL, KOOTENAI COUNTY, IDAHO:

Motion by McDaniel, to approve Water Revenue Bond ORD#440 while under the suspension of the reading of the rules and direct the City Clerk to publish by summary only. *DISCUSSION- Roll Call Vote: **Cutaiar-yes; Kramer-yes; McDaniel-yes; Devine-yes.** Motion passed. **ACTION ITEM**

6) **DISCUSSION/APPROVAL to Re-assign DE’s related to Boundary Line Adjustments after the 2nd Street Vacation** – Rand ran through the several documents that were in the council packet to best demonstrate how the allocation of the existing DE’s will be used in light of the boundary line adjustments and road vacation. After a brief discussion the following motion was made: **Motion by Kramer to approve the re-assignment of DE’s #426, #427 and #428 under the Sewage Management Agreement**

in accordance with the staff recommendations and as outlined on the maps provided by staff.

***DISCUSSION Roll Call:** Kramer-yes; McDaniel-abstained; Devine-yes; Cutaiar-yes. **Motion passed.**

ACTION ITEM

7) DISCUSSION/APPROVAL to purchase a Durapatcher. Kevin addressed the council to further discuss the purchase of this Durapatcher in Boise. After discussing the Durapatcher, the trip to Boise and the repairs needed on the dump truck, the following motion was made: **Motion by Devine to approve the purchase of a Durapatcher in the amount of \$38,000.00; and to authorize Kevin to drive to Boise, being reimbursed for his time and standard travel expenses; and to take the current dump truck in for repairs, not to exceed repairs of \$30,000.00 with the Mayor overseeing those costs.** ***DISCUSSION Roll Call:** Cutaiar-yes; Kramer-yes; McDaniel-yes; Devine-yes. **Motion passed.**

ACTION ITEM

ANNOUNCEMENTS Council - none. **Mayor** – shared his takeaway from attending the Joint Multijurisdictional Planning Commission Workshop (Housing & Growth). He thought it was interesting and will plan on going to the next one. / **Staff, Lori-** 1) Tree Lighting still set for Dec 3rd at 5pm; a quick 1-hour thing. Staff is working to get all the specifics figured out. 2) City Christmas Party- staff was thinking of meeting at Iron Pizza on Friday Dec 16th. Everyone agreed on the date and time. 3) PHD update - Lori shared she has spoken to Erik, and he thinks we should just be able to amend the current ORD #409. She is looking for a date to set up a workshop. Dec 13th at 3:30pm was set. 4) Wastewater Plan Kickoff – Great West Engineering is asking if either Nov 29th or the 30th will work. It was decided to meet on the 29th at 4pm. 5) The Street Standards that Stillman with Keller Associates will have a draft by the end of the month, she would like to get a workshop date for that. It was determined to do it the same day and time as the PHD meeting on Tuesday Dec. 13th at 3:30pm. Lori will send an email to the Mayor and Council with all of the following dates as a reminder. 6) Lastly Lori spoke with someone at ITD who was inquiring about an underpass on Hwy 54 at the railroad crossing in the long-term future who was looking for information. Hopefully something more may come from that- she will keep the council posted. **Staff, Kevin-** 1) Gave a brief update on the sidewalk project. With this weather it has quickly slowed things down. We are working with the contractor. We and the engineers will be contacting Ihtact, who is the one setting the deadline date of Dec 9th. We are doing everything we can to mitigate everything freezing, but as soon as we know we will share. 2) RRFB's on 3rd and Davis on Hwy 54- Kevin finally was able to meet with Shannon with ITD and they are willing to help provide us with some equipment to dig the holes at least. Hopefully within the next 2 weeks they will be installed. 3) Shop office funding- we may still have funds to move forward with it, but the problem is getting a contractor. He will keep you posted. 4) Water Operator license, he has everything submitted, waiting for test dates, then he'll need to get his hours logged.

Public Comments: None

ADJOURNMENT at 7:59pm

ATTEST:

Bill Hill, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on