

**Approved Minutes**

## **Regular City of Athol City Council Meeting**

Held in the Council Room in City Hall

**Tuesday, February 21, 2024**

**5:00pm Council Workshop to Review Personnel Policy Updates**

**6:00pm Regular Council Meeting**

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**A workshop to review the purposed update to the City Personnel Policy – 5:05pm** City Clerk, Lori, began by going page by page and pointing out recommended changes. When there was consensus Lori noted the changes and when there was still uncertainty on whether the council wanted to change it remained highlighted. The Council will each contact the clerk of their final thoughts on whether or not they are happy enough to move forward with the recommended changes or if council will need plan for another workshop. – ended at 5:59pm

**Mayor Hill called the meeting to order at 6:05 P.M.**

**ROLL CALL:** Present: Mayor Ruch; Councilwoman Devine; Councilman McDaniel; Councilwoman Kramer; Councilwoman Porter City Clerk/Treasurer-Lori Yarbrough; Public Works-Kevin Foster; Deputy Clerk-Lisa Lawson; and Attorney, Zach Jones. Not Present: Rand Wichman, City Planner.

**DISCUSSION: III-A (Idaho Independent Intergovernmental Authority) Annual Report Presentation by Megan Smith.** Megan did a quick page by page review of the annual report sharing data and totals for the trust for the past year. No questions from the council.

### **REPORTS:**

**TREASURY REPORT** - Lori submitted the January 2024 report. The ending STCU Checking account balance was \$115,399.22; the ending Savings/Money Market account was \$30,476.13; and the ending LGIP account balance was \$1,045,509.27. The P1FCU Money Market is \$97,372.09 and the savings is \$19,895.12 - 1<sup>st</sup> Quarter Financial Statement YTD

**WATER REPORT**- Lori submitted a written report. She shared the January usage was 4,254,945 million gallons; coin haulers were 237,650 gallons. January billed utilities was \$21,908.00 and collected was \$22,259.50. Lori didn't look at the number of accounts who received the late fee, but we had one account that did get shut-off for nonpayment in over 90 days.

### **ACTION ITEMS:**

**1) APPROVAL OF THE February 6<sup>th</sup> REGULAR MEETING MINUTES:** Lori gave a brief explanation of a couple bills, but no further discussion. **Motion by McDaniel, that we approve the last regular meeting minutes for 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 Kramer, that we approve paying the December/January bills as submitted with no amendments.** \*DISCUSSION-All in favor-none opposed. **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.*

3) **DISCUSSION/APPROVAL to Use Keller Associates for the Surveying of the existing Right-of-way on Pastime and Freemont Streets.** - Kevin explained, it would cover pinning recording and staking. Motion by Devine, that we have staff move forward with the surveying of the Pastime/Freemont road right-of-way and use Keller Associates, not to exceed \$5,500.00 and authorize the Mayors signature. \*DISCUSSION Roll Call Vote: **McDaniel-no; Kramer-yes; Porter-yes; Devine-yes.** Motion passed. **ACTION ITEM**

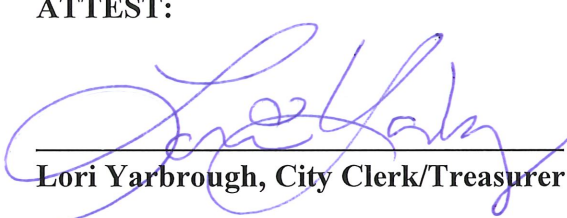
4) **DISCUSSION/APPROVAL to Review a bid for Possible Work to Repair the Existing City right-of-way on Pastime and Freemont Streets.** – The City Attorney, Zach, gave a brief update as to why we were looking for a quote to clean up the right of way on Freemont Street and then recommended that no action be taken on this matter at this time. Motion by Porter, that we postpone any decision on the quote from Clay Howard who provided an estimate of costs for clean-up of damages of the Right-of-way clean-up on Pastime and Freemont Streets. \*DISCUSSION Roll Call Vote: **Kramer-yes; Porter-yes; Devine-yes; McDaniel-no.** Motion passed. **ACTION ITEM**

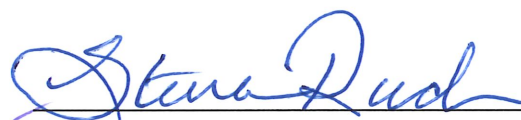
**ANNOUNCEMENTS: City Council - Kramer** asked if there was anything more found out about the BNSF railroad leaving their railcar engines running all through the day and night. Staff had replied nothing, the hardest part is getting to talk with someone. Kramer offered to try and make contact with someone with BNSF. / **Mayor-** Did send to emails out a few emails, one to the Historical Society to follow up on option for the old city hall building in the city park, and the other to Lakes Highway District to begin building a relationship there and discuss the commercial water hauling changes coming up and the noxious weed. He hasn't heard anything yet. / **Staff – Lori 1)** She shared last month about the past traffic fines that Deputy Goodman and Rachelle Nilles with the Sheriff's office helped get returned to the city, but that this month we received an additional \$6,000. 2) Our next workshop to continue discussing possible projects will be Tuesday 27<sup>th</sup> at 3pm. She also reminded them of the March 19<sup>th</sup> meeting they were still meeting at 5pm to review the proposed Ordinance changes regarding commercial parking and landscaping requirements. Finally, she suggested we might need the March 5<sup>th</sup> meeting to review the Personnel policy once more if there is not enough consensus in the draft. **Kevin** – nothing.

**PUBLIC COMMENTS:** 1) Christina Johns (5968 E Menser) – wanted to know who to talk too to purpose something. Clerk Lori encouraged her to call or come into city hall and talk with her and she can help her or direct her to the right person and or steps necessary. 2) Deputy Goodman (Kootenai County Sheriff's Dept.) – he wanted to share that Athol has had a lot of activity lately and to please if you see anything out of the ordinary or just people lingering for no reason to call it in. You will see more police presence in the Athol area beginning tomorrow.

**ADJOURNMENT at 6:57pm**

**ATTEST:**

  
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**Lori Yarbrough, City Clerk/Treasurer**

  
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**Steven Ruch, Mayor**

Approved at Council on 3/6/2024