

Approved Minutes

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

**Tuesday, March 19, 2024**  
**5:00pm Council Workshop to Commercial Updates**  
**6:00pm Regular Council Meeting**

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**A workshop to review the draft of proposed Ordinance Changes 5:08P.M.**

Rand began going page by page, sharing his recommendation for code amendments in the commercial and light industrial zones as well as the design standards for parking and landscaping. Things discussed were potential maximum building heights to allow; number of parking spaces required for food trucks; increasing setbacks for commercial buildings moving away from zero lot lines; how much the maximum lot coverages should be 75% or 80% and if we further identify a required mix of trees and what types. – ended at 5:59pm

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

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

**DISCUSSION: Presentation of the Preliminary Engineering report for Wastewater System Improvements by Craig Pozega with Great West Engineering** – Craig began by providing a little bit of information to the council regarding general process and steps before them regarding this Wastewater Study. This is the preliminary draft of options, if the council is happy with the aspects evaluated, then it will go to DEQ for them to check for completeness. Then the city will be required to hold a Public Meeting to show what the alternatives are; and then the document will be finalized as an official study. This process is important to follow as there was grant funding attached to help get funding to conduct the study. Craig briefly explained the various configurations and alternatives they evaluated, where it gave potential costs and identified how much land would be needed.

**REPORTS:**

**TREASURY REPORT** - Lori submitted the February 2024 report. The ending STCU Checking account balance was \$66,643.21; the ending Savings/Money Market account was \$130,520.64; and the ending LGIP account balance was \$1,070,282.48. The P1FCU Money Market is \$97,414.66 and the savings is \$20,326.69.

**WATER REPORT**- Lori submitted a written report. She shared the February usage was 3,438,540 million gallons; coin haulers were 196,700 gallons. February billed utilities was \$21,646.00 and collected was \$22,922.20. Lori didn't look at the number of accounts who received the late fee but thinks there is just over 40 accounts.

**PLANNER REPORT** – Rand submitted a written report, with a brief recap of the report. Luxury Garage Condo Plat has been signed and recorded. Now we will just be watching to ensure they complete the

*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.*



paving and landscaping aspects for the project this spring. Code Amendments we just had a workshop to discuss draft amendments to the parking, landscaping, and buffering standards of the commercial and light industrial zone. He will revise the draft with today's updates, and it might be ready for a public hearing in April or May. Idaho Guns this matter is on the agenda tonight, so he is waiting on that. The ACI- Jack Pine Flats / Chad Vinyard – He has requested the opportunity to address the council again to discuss his proposed 2-lot subdivision in the unincorporated area north of the city, which is access by easement off north end of Pastime Street. This project has been to the council at least 3 times over the past 9 months. We will be noticing the request for a public hearing on a future meeting agenda so that all the interested parties are given a final opportunity to address the council. Thomason property on N. Old Hwy 95 – The Good Hope Baptist Church has purchased one of the properties formerly owned by Levi on the east side of N. Old Hwy 95. Construction plans are being reviewed by the city engineer to extend the city water line to these properties. It is expected that water line construction will occur this summer. Pastime/Freemont Street Improvements – nothing new is still waiting for the warranty bond and paperwork for those improvements, so they have not been formally accepted. Colton Acres Subdivision – nothing new yet, no application has been submitted. Miscellaneous – staff have been getting a larger number of calls and emails about various properties and developments within and near the city.

### **ACTION ITEMS:**

#### **1) APPROVAL OF THE March 5<sup>th</sup> REGULAR MEETING MINUTES:**

**Motion by Kramer, that we approve the last regular meeting minutes for the 5<sup>th</sup>, without amendments.**

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

#### **2) APPROVAL OF BILLS AS SUBMITTED:** Lori gave a brief explanation, then the following

motion was made: **Motion by Kramer, that we approve paying the bills as submitted with no amendments.** \*DISCUSSION-All in favor-none opposed. **Motion passed. ACTION ITEM**

**3) DISCUSSION/APPROVAL to of the Encroachment and Indemnification Agreement with Turtle Creek West LLC, the new Idaho Gun store lot.** - Rand began explaining the turn of event leading to request for the encroachment and indemnification agreement. There were questions like why the concrete pad was placed there in the first place, and why it can't be moved to the southside of the parcel. Rand shared that this request was the best solution for both sides that he and Kevin came up with. Then the following motion was made: **Motion by McDaniel, to deny the Encroachment and Indemnification Agreement with Turtle Creek West, aka the Idaho Gun store.** \*DISCUSSION Roll Call Vote: McDaniel-yes; Kramer-yes; Porter-yes; **Motion passed. ACTION ITEM**

**4) DISCUSSION/APPROVAL to Purchase 4 new Athol Daze Street Banners.** - Lori shared that the previous Athol Daze banners are getting older, about 8 years old now and we are also now using the same basic logo as the Athol Daze logo. The banners would be paid for from the Athol Daze line item of funds. There was a brief discussion on whether we should order more and put them up elsewhere around town, but then the following motion was made: **Motion by Kramer, to purchase the 4 new Athol Daze Banner from Carrot-Top industries; not to exceed \$700.00.** \* DISCUSSION Roll Call Vote: Kramer-yes; Porter-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

**5) DISCUSSION/APPROVAL of the proposed drafted new or increased fees.** Lori started off with the quick inquiry about possibly changing either the fee or the policy regarding right of way encroachment permits, after a short discussion the fee will remain unchanged. The other proposed changes are related to the new commercial water hauling (bulk-water) station on N Old Hwy 95 next to the Kootenai Electric substation. All the infrastructure is in, and the software has been installed, but staff recommends that we have a new account set-up fee and an annual renewal fee established before we begin allowing use. There were no objections from the council regarding

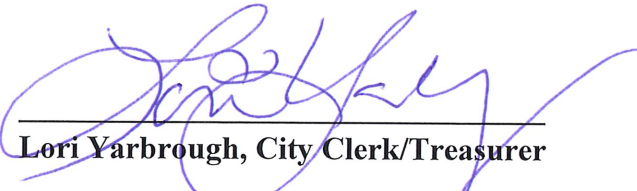
this recommendation. The final aspect proposed was the establishment and breakdown of the water service availability fees and meter connections/installations. This would ultimately allow for the ability to break-up fees in the event of subdivisions or as applicable. Council was amendable to trying this breakout version of the fees. The draft resolution will be updated and then get notice for a public hearing to happen on Tuesday, April 16<sup>th</sup> at 6pm. **Motion by McDaniel, to direct staff to post the notice for public hearing on the new or proposed fee increases for April 16<sup>th</sup> 2024.** \* DISCUSSSION Roll Call Vote: Porter-yes; McDaniel-yes; Kramer-yes. Motion passed. **ACTION ITEM**

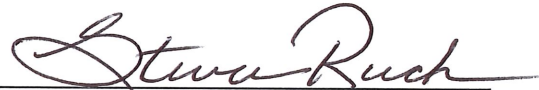
**ANNOUNCEMENTS: City Council** -Kramer – asked if the Mayor had heard back from Lakes Hwy District or the Historical people; he had not. / Mayor – none / **Staff Lori & Kevin** - none.

**PUBLIC COMMENTS:** None

**ADJOURNMENT at 7:37pm**

**ATTEST:**

  
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**Lori Yarbrough, City Clerk/Treasurer**

  
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**Steven Ruch, Mayor**

Approved at Council on 4/2/2024