



Approved Minutes

Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, November 7, 2023

6:00pm Regular Council Meeting

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

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

REPORTS: PUBLIC WORKS - Kevin submitted a written report, no questions were asked.

Presentation/Discussions

Kootenai County Historic Preservation Commission – Courtney Bebbe, Chair of County Historic Preservation Commission, and she answers to the Kootenai County Commissioners. They have applied for grants and got them to make a countywide historic plan. They do surveys for local cities and are trying to document historic buildings and areas. Their desire is to partner with local municipalities and historic groups to identify priorities and needs. The mayor said he has spoken to Russ Brown in the past, she confirmed Russ is a prospector and a very good source of information in the area. This plan will become part of the county comprehensive plan update. Kramer- asked about criteria and more specifically what do they do with the city. She briefly explained that it depends on who owns the property, but really helps the city to log and identify buildings of historical value to the community. Generally, it must be 50 years or older to qualify, the survey will help to identify those buildings. The council seemed interested in working with them to do a survey and inventory of historic properties in the city. The Mayor said we will contact her soon. She also shared an online survey she would like to invite everyone to scan and complete or you can go online to: kcgov.us/338/Historic-Preservation-Commission; she left some flyers the clerk will put out in the building.

~~**Connect Kootenai** – Greta Grissel, Executive Director~~ *Cancelled will reschedule for February 2024.*

ACTION ITEMS:

1) **APPROVAL OF THE October 17th REGULAR MEETING MINUTES:**
Motion by Cutaiar, that we approve the last regular meeting minutes for the 17th, 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 without amendments.** *DISCUSSION- Lori briefly pointed out a few bills, all the rest were regular, no other additional questions were asked. All in favor-none opposed. **Motion passed. ACTION ITEM**

3) **DISCUSSION/APPROVAL to Waive/Suspend Water Billing at 30435 N. Alice Ct.**
Mayor/Clerk begin the discussion. They shared the circumstances and thought it would be nice to turn this fee off for a while, since there is not generally much the city can do for people in these situations, this might be something to help in a way we can. The council agreed and the following motion was made:

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.

Motion by Devine, to waive the monthly water billing at 30435 N. Alice Court for 12 months; as a courtesy due to their house fire and the home needing to be rebuilt. *DISCUSSION Roll Call: Kramer-yes; McDaniel-yes; Devine-yes; Cutaiar-yes. **Motion passed. ACTION ITEM**

4) **DISCUSSION/APPROVAL of BIDS Received for the new Commercial Water Hauling Station, with possible selection.** Kevin shared that 2 bids were received out of the 4 sent out. He's happy with the lowest bid and recommended the council move forward with it. Council agreed and made the following motion: Motion by McDaniel, to select the lowest bid and authorize the Mayors signature on the Notice of Award and Agreement for the Commercial Water Hauling station. *DISCUSSION Roll Call: McDaniel-yes; Devine-yes; Cutaiar-yes; Kramer-yes; **Motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL for Resolution to Transfer Unrestricted Fiscal Year 2023 Funds (Res#24-01) to Restricted/Assigned Funds in the General Fund and (Res#24-02) to Restricted/Assigned Funds in the Water Fund.** Lori shared the year-to-date totals for both funds, pre-audit, and made the following recommendations for adding to the equity fund accounts. They were as follows: General Fund - Streets \$15,000, Equipment \$10,000, Legal \$20,000, Cemetery \$20,000, Park \$10,000, and Savings \$5,000; a total of \$80,000. In the Water Fund: Equipment \$10,000, Savings \$5,000, and Future Capital Water Improvements \$100,000; a total of \$115,000.00. Motion by Cutaiar to approve both Resolutions #24-01 and #24-02 as recommended; moving unrestricted funds from both the general fund and the water fund to committed funds as recommended, effective the FY2023. *DISCUSSION Roll Call: Devine-yes; Cutaiar-yes; Kramer-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

ANNOUNCEMENTS City Council - McDaniel- Wants an update on next steps for nuisances and code enforcement, letters for the one across from him and in general. Lori then began to share. Originally it was thought that we would use the Sheriff's department to help site the \$50 fine daily; but our attorney has said that is not necessary we can do it ourselves via letter. Zack recommends the city do this themselves daily until the \$1,000 fine is met or the violation is corrected. After a conversation the council directed staff to just send one letter and then another at the end of the 20 days or the maximum amount has been reached. There were further questions to which no one really had the answers as to what or how would the next steps be taken, does the city then clean up and charge property owner or what? **Kramer** – there is still concern with the speed in Northern Meadows. Asking if we can do speed bumps or a dip, Kevin responded with plowing those are not options; signage we can do. After a discussion, Lori will draft up a resolution for the next council meeting to formally request a lower speed in the Northern Meadow's neighborhood from 25 mph to 15mph. As for any other changes, or changing the whole city, this is really a bigger conversation, and the staff thinks we should try and get more information before going and changing everything. This could be discussed in a workshop when we have more information. / **Mayor / Staff – Lori** 1) Reminding everyone of the holidays that this Friday- Veterans Day and Thanksgiving Thursday and Friday 23rd and 24th city hall will be closed, and staff is off. 2) Reminder that Nov 30th is the Newly Elected Officials webinar at 9am by AIC. And that the newly elected officials will be sworn in and take office at the January 16th meeting. 3) Cats Ordinance – Wanted to update the council, that a few years ago you passed an ordinance that makes cats illegal to run at large, and they could get impounded. We had been working on the citation book that the county animal control would issue, and they would come into city hall to pay. But Sandy from animal control called this week to add that if we have those books ready, she will also need to know where to take those cats to. So, we just talked with Debbie at the Kootenai County Human Society and Lori shared that whole conversation with the council. In the end the staff is asking that if you, the council really wants to keep this ordinance then Debbie would like to come talk with the council to further discuss an agreement and plan to help house those cats. She

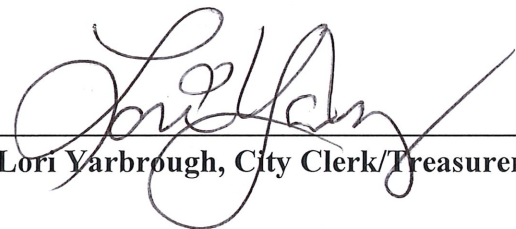
really doesn't recommend the city doing this as we would be the only ones in the county to have such cat ordinance and then Athol will become a dumping ground for cats. The council then said they really don't have much interest in keeping this ordinance and that it's just not going to be worth it. Lori said the next time we do updates to the ordinances we can make the change at that time, council agreed. 4) Code Enforcement – nuisances were already just discussed. 5) Last thing, Lori updated the council on their questions regarding the Water Map books that we are using Keller Associates to get done. Their interest in us trying to get data files of that information, they would gladly share with the city at no additional costs. Also, we clarified these map books would have all the hydrants, water main valves, and water mains. It will not have the locations of the actual individual meters. But if we are interested the city can rent the handheld GPS locator to pin those locations, Kevin can do this, so we have the data. But if we wanted to then add that data into the files, he would have to see how much more that part would cost. The council agreed it was smart to at least have collect this data, and \$200 was a good price.

Kevin 1) The water main was broken over by Idaho Guns a few months ago. When that got fixed, he has been working with them and now that main has been moved, which is a better working solution going forward. 2) AJ Homes over behind the pastime, they were building the road; that is about 95% finished, just a couple areas to correct and it went super smooth. 3) He has gotten all the Christmas lights up on the building and all the equipment is ready for snow.

Public Comments: None

ADJOURNMENT at 7:22pm

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Bill Hill, Mayor

Approved at Council on 11/17/2023