



Unapproved Minutes Draft

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

Tuesday, February 6, 2018
7:00pm Regular Council Meeting

Ordinance Workshop – Discussion began at 3:04pm. Rand Wichman ran through each section of changes since the last draft as per the last meeting on 1/11/18. Discussion primarily involved topics such as: animal intensity; the establishment of a city business license- requiring a onetime registration to help the city monitor land use in the city; no parking within 25 ft of street corners for safety; building location permits changing the exception from 120 square feet to 200 square feet; change in the time frame allowed to stay in an RV from 10 days to 30 days total in a 12 month period; and the changes under mobile homes allowable size was considering nothing smaller than 1000 square feet and decided to move it to 850 square feet, to allow for single wide trailers and for those with smaller lot sizes. Rand will present another draft and there will be a public hearing set for the next council meeting on February 20th at 7:00pm. Adjourned at 4:20pm

Mayor Wachter called meeting to order: 7:02 P.M Visitors please sign in. Mayor Wachter asked the 3 visiting Scout boys to come to the front of the room and lead the city in the pledge of allegiance. **PLEDGE OF ALLEGIANCE**

ROLL CALL:

Present: Mayor Wachter; Councilwoman Zichko; Councilman McDaniel; Councilman Hill; Councilman Spencer; Clerk/Treasurer, Lori Yarbrough Not present: City Planner, Rand Wichman; & City Attorney, J. Cafferty; Public Works-Mark Mitchell

APPROVAL OF LAST MONTH (January 16th) REGULAR MEETING MINUTES:

Motion by McDaniel, seconded by Spencer that we approve last month's regular meeting minutes without amendments. *DISCUSSION All in favor- Motion passed.

APPROVAL OF BILLS AS SUBMITTED: Motion by Spencer, seconded by Zichko that we approve paying Jan/Feb's bills as submitted with the revised amendments totaling \$9,305.10. *DISCUSSION-All in favor- Motion passed.

PRESENTATION OF THE 1st QUARTER FINANCIAL STMT – Lori presented the 1st quarter financial statement, and copies were also available on the back counter or on the city website. The city has received about 8.59% of what was budgeted, which is low but its all about timing of the state revenues, for example we did just receive a large portion of property taxes in February so that's already changed. As for the expenses we have spent about 7.86% of the overall budget.

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 24 hours in advance of the meeting date and time.

OTHER BUSINESS:

- 1. Approval for Annual Review of Contract with the Athol/Spirit Lake Grandmother's Club-** President, Sue Fevold, stood and addressed the council. Asking to renew their current agreement for use of the building with no changes other than the specific 10 meeting dates.

Motion by Spencer, seconded by Hill, to accept as is, the proposed renewal changing of the dates as well as authorize the Mayors signature on the agreement. *DISCUSSION Roll Call: Hill- yes; Spencer – yes; McDaniel – yes; Zichko- yes. **Motion passed.**

- 2. Presentation of Fiscal Year 2017 Draft Audit by Anderson Brothers; Approval of the Fiscal Year Draft Audit as presented by Lee w/ Anderson Bros.** He walked through the 30-page draft audit and the council had minimal questions. Mayor asked the council if they have no further questions he asks for a motion to authorize mayors signature on representative letter and acceptance of the draft audit as presented.

Motion by Spencer, seconded by Hill to authorize the Mayor's signature on the representation letter and accept on the draft audit as presented, for the Fiscal Year 2017 audit. *DISCUSSION Roll Call: Zichko-yes; Hill- yes; Spencer- yes; McDaniel- yes. - **Motion passed.**

- 3. Annual City Beer, Wine & Liquor Licenses** – Lori asked for council to consider passing a motion to accept the Annual City Beer, Wine & Liquor licenses as presented on the written report. That's the renewing of the same 6 locations as well as assuming the addition of Super 1 Foods for a beer and wine off premises license.

Motion by Zichko, second by McDaniel, to approve the renewal of the 6-existing licenses and the addition of a Super 1 Foods license for Beer & Wine off-premises for 2018 year. *DISCUSSION Roll Call: Zichko-yes; Hill- yes; Spencer- yes; McDaniel- yes. - **Motion passed.**

- 4. Discussion on the downstairs floors of the Community Center-** Councilman Spencer wanted to discuss the possibility of updating the downstairs floors of the community center building. Noticed the cleaning and buffing happening by a volunteer but then the fraying of the carpet is not so appealing. Various discussions stemmed from this. The staff will begin looking into some options and costs and bring back to the council.

- 5. Review and Approval of Comprehensive Plan Scope provided by Rand Wichman**

Motion by McDaniel, second by Spencer, to accept the written scope presented by Rand Wichman to do the work of the Comprehensive Plan without changes. *DISCUSSION The overall costs would vary for things such as the level of public participation, but that can be decided as we go through the process. Roll Call: Hill-yes; Spencer-yes; McDaniel-yes; Zichko- yes. **Motion passed.**

- 6. Discussion of Timeline for the FY2019 Budget Process**– Lori first asked council which March meeting will they want to conduct the employee annual reviews; they selected the March 6th meeting. Second in trying to identify when to start budget meetings for the upcoming FY19 budget, Lori requested to delay them until either the end of March or the 1st of April; council agreed to have the 1st budget workshop on April 3rd at 6:00pm just before the regular council meeting. Tentatively, the Public Hearing for the FY2019 Budget will be set for July 17th, 2018.
- 7. Approval to authorize Mayor's signature on the Statement of Agreement recognizing ITD as the agency authorized to manage the Disadvantaged Enterprise Program for the State of Idaho.** This topic was tabled until the February 20th meeting as council requested. They would like some time to do a little more research on just what the Idaho Unified Certification Program is and more about what the Disadvantaged Enterprise Program is.

PUBLIC COMMENTS: Sue Fevold, Athol, ID.- 1) Wanted to know if there are plans to paint the lines in the joint parking lot anytime soon. Mayor responded that this time of year it's always bad and gets done each year if not every other year and that the library often stays on top of that. 2) Later she requested the main room buffet counter electrical be looked at and consider moving the outlets, as she is concerned about

the safety of the current placement and noted that it is not attached to the wall. Mayor responded, he and Mark will look at it.

Ben Wyndham – Has a men’s church group that would like to donate some time for a service project. Mayor Wachter asked him to give the clerk his contact information and we’ll get back to him.

ANNOUNCEMENTS **City Council** – nothing; **Mayor Wachter**- nothing; **City Staff- Lori** – Reminded the 1st Athol Daze and Beautification Planning meeting will be Thursday, March 1st at 1:00pm here at city hall; anyone is welcome to attend. Athol Daze is Saturday August 11, 2018 and Beautification will be Saturday May 19, 2018 as well as the city-wide yard sales. She also wanted to share with the council and mayor that Real Life Ministries are still hoping to do a large project during beautification this year- if anyone has any ideas let the Mayor know.

ADJOURNMENT at 7:45pm

ATTEST:

Bob Wachter, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on