



Approved Minutes

Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, March 5, 2024

6:00pm Regular Council Meeting

Mayor Ruch called the meeting to order at 6:03 P.M.

ROLL CALL: Present: Mayor Ruch; Councilwoman Devine; Councilwoman Kramer; Councilman McDaniel; Councilwoman Porter; 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, there were a couple of minor questions. Kramer asked which stop signs were replaced. Kevin briefly explained 3rd and Hwy 54; and now possibly 2 others, another on 3rd and one on McTavish and 2nd.

ACTION ITEMS:

1) APPROVAL OF THE February 20th REGULAR MEETING MINUTES:

Motion by Kramer, that we approve the last regular meeting minutes for the 20th, with no 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

February/March bills as submitted without amendments. *DISCUSSION- All in favor, none opposed.

Motion passed. ACTION ITEM

3) DISCUSSION/APPROVAL for the Annual Renewal of the Athol Farmer's Market Rental

Agreement. Lori first shared that this agreement was still a draft as there were some changes, we are recommending that we need council approval on. They are first blocking off McTavish from 2nd to 3rd street for the food truck vendors, so that none of them come into the park. Another item was the location of ponies and misc. farm animals, and the last bigger one was the Market is working with Farragut Bar and Grill and he will be a weekly vendor and would like to also host a beer garden each week. He is licensed already with the city, so it is just a matter of the catering permits and more logistics. Catering permits are normally taken to the council for approval upon every request, and we also would only allow one permit at a time. Since they want to be present every week, Lori proposed to allow Farragut Bar and Grill to get the full months licenses at one time. Which is about 4 or 5 depending on the number of weeks and she also requests that we will not have to bring his catering permit requests to the council, as we have this agreement in place. Any other catering permits will still be required to go through the council. In a brief discussion, the council asked whether there were homes in the area that might be affected, and the ability for the council, to still revoke any catering permits or licenses should there become a problem. A few other minor changes were also requested by the council and then Michelle, the president of the Market, introduced herself and this year's board. She briefly shared some of their main event dates and their start and end dates. They have about 51 vendors signed up for this season, 6 of them food trucks. The council then had no further questions, and the following motion was made: **Motion by Kramer, to approve the annual renewal of the Athol Farmer's Market Rental Agreement as presented/with changes.** * DISCUSSION. Roll Call: Kramer-yes; McDaniel-yes; Devine-yes; Porter-yes. **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.

4) **DISCUSSION/APPROVAL of a Pickleball Program Proposal.** Jill Young introduced herself to the council and shared how much this sport is growing, and how there is a local group of people hoping to use the community center as an indoor court space to play. She shared that she and Allison currently facilitate the Fit and Fall class and they would just extend that to 2 additional days a week for 2 hours each day. There were only a few questions and then the following motion was made: **Motion by Kramer, to approve the proposed Pickleball Program at no charge, 2 days a week for 2 hours each day, adjusting times as needed for other rentals, and to be reviewed annually.** *DISCUSSION Roll Call: McDaniel-yes; Devine-yes; Porter-yes; Kramer-yes. **Motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL to Purchase Equipment for new Phone Headsets, as they transition to Voice over IP;** not to exceed \$1,500.00. Lori began by sharing that Lisa had gathered the information and we have 2 companies to choose from, but she hasn't looked through the information just yet. Their request is to be approved to purchase the phone equipment, not to exceed the maximum high end of \$1,500.00; the cost to switch companies is less than \$500 so nothing there will come to the council. Once this is done it will eliminate the need to have a monthly ziply phone bill. There was a conversation amongst the council regarding the costs and type of equipment, but then the following motion was made just allowing for staff to decide what equipment to actual order: **Motion by Devine to approve the purchase of headsets, not to exceed \$1,500.00.** * DISCUSSION Roll Call: Devine-yes; Porter-yes; Kramer-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

6) **DISCUSSION/APPROVAL Regarding the change to a new Security System Company.** Lori led the discussion, sharing that the city has been using Intermountain Security for as long as she has been here and there have been minor annoyances through the years especially since they have outsourced their afterhours calls. Also, with the phone changes we would have to keep one Ziply phone line with Intermountain Security. Lisa has found another local company, Evergreen Security out of Spirit Lake, that can do it without us needing a phone line. It's online based and only just a hair more than what we are currently paying. The Council has a few additional questions concerning the hacking ability but after that brief discussion the following motion was made: **Motion by McDaniel to discontinue using Intermountain Security and begin using Evergreen Security.** *DISCUSSION Roll Call: Porter-abstain-declaring she knows them; Kramer-yes; McDaniel-yes; Devine-yes. **Motion passed. ACTION ITEM**

7) **DISCUSSION/APPROVAL to Send Kevin to the IRWA Conference in Boise, in April.** Mayor/Kevin was available to answer questions. Councilman McDaniel asked about when the Worley Conference is as its closer. Kevin shared that it is closer but generally smaller and in the fall. He shared this conference in Boise is bigger and helps him prepare for the water test and accomplishes the required credits to maintain that license. After a discussion and a few more questions related to how often he should go to these conferences, the following motion was made: **Motion by Devine to send Kevin to the IRWA conference in Boise.** *DISCUSSION Roll Call: Porter-yes; Kramer-yes; McDaniel-yes; Devine-yes. **Motion passed. ACTION ITEM**

8) **DISCUSSION/APPROVAL to send the Mayor and Clerk to Boise in June for the AIC Conference.** There were no questions, and the following motion was made: **Motion by McDaniel to send the Mayor and Clerk to the AIC Conference in Boise this June.** *DISCUSSION – It was noted that Lori's flight and one night of hotel will be reimbursed back to the city, as she is a Trustee for the III-A and there is a board meeting the Tuesday afternoon before the conference begins. **Roll Call: Kramer-yes; McDaniel-yes; Devine-yes; Porter-yes. Motion passed. ACTION ITEM**

DISCUSSION: Lori wanted to get an update for each of these workshops we have been having.

The Personnel Policy Draft Review – she has only heard from Kramer, but nothing yet from each of the others, if everyone can get back to Lori if you have any other concerns to let her know. If there aren't many changes, she will plan to get a draft together to present at the April 2nd meeting, if there is still a lot we can plan to meet 1 hour before the regular meeting.

Priorities Workshop – Friday February 16th at 2pm we only had one council member show up, but staff used the time to discuss some of the items further. Lori asked if they wanted to meet again or wait and let Lori reach out to Clearwater Financial, a professional group that can help give the city some options on how to help us gather and use that information from the community, to better identify what projects and where the desires of the citizens are, which helps to create a better vision for what we want in Athol. This could be a Main Street Corridor plan, a new city hall building - that would require a bond, or what to do with the old city hall building, or if they want more parks and if so what kind. There really could be a lot of information that could come from using a professional company to help guide the city. The council determined they want to meet once more to help narrow down that list, because it is so big before listening to them. Lori shared the one-year contract fee amount is \$6,000.00. The scope would need to be further identified by the council, but it could cover some basic information gathering and direction on longer term planning type projects. They decided to meet on Tuesday March 26th at 4pm to discuss narrowing down the list, before bringing in this company.

Commercial Parking & Design Standards ORD. – Lori just reminded everyone we are still planning to meet an hour before the regular council meeting on Tuesday, March 19th.

(AIC) Association of Idaho Cities Spring District Meeting April 16th - 9am to 3pm Let Lori know who wants to attend this meeting and she will get you registered. Tammy Porter was interested, none of the others council were interested. The Mayor, Lori and Lisa will also attend.

ANNOUNCEMENTS City Council – Councilwoman Porter – How many eco blocks did Kevin end up getting. Kevin replied 35 of the 6 footers and 6 of the 3 footers and he didn't spend the whole budget. He got them through a guy in Sandpoint. **Councilwoman Kramer** – Went up and checked on the trees she planted, some are growing, and some aren't, we will see. / **Mayor** – nothing. / **Staff – Lori** 1) nothing. **Kevin** 1) The new water hauling station is all set up, next we are doing training with the manufacturer for the software. 2) He is going through a lot of the 50lbs bags for potholes, but he's wanting to get it in a bigger quantity so better save money. He's seeing a lot of road break-up happening. 3) He's working on the priority list of projects, trying to get estimates or price estimates for you. 4) The eco blocks are ordered and should be arriving soon. 5) Wants the council opinion on the trees along Miller road. He is planning on getting an estimate, but wanted to know if we are removing them or trimming them or what. There was a brief conversation about how he could go about that.

Public Comments: none

ADJOURNMENT at 7:47pm

ATTEST:


Lori Yarbrough, City Clerk/Treasurer


Steven Ruch, Mayor

Approved at Council on 3/19/2024