



**Approved Minutes**

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

Held in the Council Room in City Hall

**Tuesday, September 16, 2025**

**6:00pm Regular Council Meeting**

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### **Sign Ordinance Workshop – to discuss and review staff prepared sign ordinance changes.**

Began at 4:30pm – Mayor Ruch, Councilmembers: McDaniel, Kramer & Porter all present, no Devine. Staff members: Yarbrough, Weigman and Wichman all present. This was a line-by-line review, and we only got about a quarter of the way through the review. We will set another date to continue the review. It ended at 5:50pm.

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**Mayor Ruch called the meeting to order at 6:00 P.M. and did roll call.**

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

### **REPORTS:**

**TREASURY REPORT** – Lori submitted the August 2025 report; Lori read the ending STCU Checking account balance on the report was \$61,041.22; the ending Savings/Money Market account was \$82,129.99; and the ending LGIP account balance was \$1,621,004.36. The P1FCU Money Market is \$137,686.15 and the savings were \$51,275.56.

**WATER REPORT-** Lori submitted a written report. Lori shared the August usage was 14,776,063 million gallons; coin haulers were 774,900 gallons. August billed utilities were \$23,508.00, overage of \$8,536.06 and collected was \$28,203.51. Lori said she hadn't looked at late accounts yet.

**PLANNER REPORT** – Rand submitted a written report and recapped: the Area of Impact Map, amendments were made and sent off to the county, still haven't heard anything back. Area of Impact Projects – The Heiberger storage CUP is on tonight's agenda for council's review. Rand has drafted a letter for council consideration on possible comments to the county based upon the last discussion with the council at a previous meeting. Code amendments - the sign workshop for a draft review was done just before the meeting tonight we will keep working on that in future workshops. The setback amendment has been noticed for public hearing on October 21. Development Projects – A letter has been sent to the applicants of Colton Acres 1<sup>st</sup> Addition outlining numerous items that need to be addressed in the application before it gets to agencies and the city engineer for review and comment. Meeting with Idaho Transportation Department (ITD) with the city Mayor, staff, and Councilman McDaniel and several representatives from ITD. Several topics were discussed: Parks Road Project and the City's concerns; the City's desire to have ITD evaluate the need for traffic lights or other improvements along Highway 54; the status of improvements to the railroad crossing on Highway 54; the subdivision review process relative to Colton Acres and Colton Acres 1<sup>st</sup> Addition; and the potential to close the Sheep Springs Road approach onto Highway 54 for safety reasons.

***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.*

**ACTION ITEMS:**

1) **APPROVAL OF September 2, 2025, REGULAR MEETING MINUTES:**  
**Motion by Kramer that we approve the last regular meeting minutes for the 2<sup>nd</sup>, without amendments. \*NO DISCUSSION NEEDED.** All in favor-none opposed. **Motion passed. ACTION ITEM**

2) **APPROVAL OF BILLS AS SUBMITTED: Motion by Kramer that we approve paying the August/September bills as submitted without amendments.** \*DISCUSSION Lori briefly went down the list identifying irregular payments where applicable. All in favor-any opposed. **Motion passed. ACTION ITEM**

3) **DISCUSSION/APPROVAL regarding Kootenai County Heiberger Storage a Conditional Use Permit, submitted by McArthur Engineering.** This is a request in front of the council last month for a CUP in the county for a combined mini-storage and outdoor storage facility on 8.1 acres north of the City of Athol. Its purposed use totals 397 outdoor storage and 84 indoor units of varying sizes. **Rand provided a draft memo that he hopes sums up the thoughts of the council from the last meeting; Scott McArthur on behalf of the applicant addressed the council and stated he was aware of the draft and requested a few changes to the letter and why it was important to them, then the council had a discussion and made the following motion: Motion by Kramer to direct the staff to respond to the county with the draft memo as with amendment on #1 and #5 as just discussed.** \*DISCUSSION Roll Call VOTE: McDaniel-yes; Kramer-yes; Porter-yes. **Motion passed. ACTION ITEM**

4) **DISCUSSION/APPROVAL to Declare a portion of city owned parcel, A-9899900G000A, adjacent to 30450 N. Railroad Street as surplus property.** Rand shared the specifics of the circumstances and noted the request of the current property owner is what has brought this before the council. As in times past with prior owners they are looking to remedy the issues with this lot. The problem being an unpermitted addition to the home that encroaches on city property and doesn't meet setbacks. 2019 was the last time we really looked at this, but the city didn't pursue anything further at that time, but the current owner would like to clear this up. This sliver of property is not really a very meaningful value to the city, but the cost to surplus it via auction and the steps might not warrant the costs to the city to do so. There is a concern for a possible liability for this city to also do nothing. Staff feel that it's probably a good idea to just deal with it, it was also pointed out that it is possible that the property did get sold, with that uncertainty council wanted staff to find out if the property owner is still the same or not; so the following motion as made: **Motion by Kramer to table the item, until staff can reach out to the new owner of the property first.** \*DISCUSSION- Roll Call: Kramer-yes; Porter-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL to Purchase 2 new 6ft long picnic tables for the park.** Staff shared there was approximately \$2,000 net of proceeds from Athol Daze and would like to ask the council to purchase 2 new picnic tables for the park. Pete also shared that he recently has done a few repairs to the tables under the shelters, and one is no longer repairable. After a short discussion the following motion was made: **MOTION by McDaniel, to approve the purchase of 2 new blue picnic tables for the park; using Athol Daze profits; not to exceed \$2,400.00.** \*DISCUSSION Roll Call Vote: Porter-yes; McDaniel-yes; Kramer-yes. **Motion Passed. ACTION ITEM**

**BREAK (14 minutes)**

6) **DISCUSSION/APPROVAL to purchase a new children's spring rider.** Pete shared the ducky spring rider is officially broken beyond repair; he has looked into replacing it as he sees many young children enjoying this. After a short discussion the following motion was made: **Motion by Kramer to direct staff to purchase one spring riders, the doggy, for the park; as recommended by staff, not to exceed \$1,200.00.** \*DISCUSSION Roll Call Vote: McDaniel-yes; Kramer-yes; Porter-yes. **Motion Passed. ACTION ITEM**

*encroachment permit; Hwy 54 & N Old Hwy 95 intersection/and Hwy 54 traffic concerns and the Mayor writing a letter to ITD requesting a traffic impact analysis for a light done.)*

**ANNOUNCEMENTS:** City Council / Mayor / Staff Lori- 1) Closed reminder, clerks gone to Boise for their conference. 21<sup>st</sup> through 25<sup>th</sup>; Lori will be gone through 29th. 2) Fall AIC District meeting in CDA 10/7/2025 generally 8:45am till 3pm includes lunch, let Lori know if you will be attending. 3) Meet the Candidates, set a date (Monday 10/20 or 10/27 or Thursday 10/23 at 6:00pm) - conversation led to looking like Thursday 23<sup>rd</sup> is the best day so far. 4) Public Hearing for the Increase in Fees - likely to be November 18, 2025 Lori will email out the staff recommended draft fees. Pete- None.

Adjourned the meeting at 9:11pm

**ATTEST:**

  
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Lori Yarbrough, City Clerk/Treasurer

  
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Steven Ruch, Mayor

Approved at Council on 10/7/2025

7) **DISCUSSION/APPROVAL to purchase 20 Gym Sound Panels.** Lori shared there was nothing changed since it was presented a few months ago, the costs are the same; we just didn't know for sure what wall attachments was needed and Pete really hadn't had a chance to look into it. Pete then shared he didn't know where he was going to find the time to do the installation and it might take a few months to get them up. After a discussion the council postponed the decision asking staff to find out what it would cost to have it professionally installed. **No motion made; council asked to postpone the purchase the sound panels for the gym; and asked staff to find out how much more it would cost to have it installed.** \*DISCUSSION No Motion  
**ACTION ITEM**

8) **DISCUSSION/APPROVAL to contract with Keller Engineering to get the cemetery property surveyed.** Staff available for questions, this was a previous request from the council, and they were provided with a contract from the engineers. **Motion by Kramer to accept the contract with Keller Engineering for the cemetery property to be surveyed as presented and direct the mayor to sign the contract; not to exceed \$6,500.00.** \*DISCUSSION Roll Call: Kramer-yes; Porter-yes; McDaniel-yes. **Motion passed. ACTION ITEM**

9) **DISCUSSION/DECISION to contract with Keller Engineering to get the city road right of way corner of 1<sup>st</sup> and Hill Street surveyed/marked.** Staff are available for questions, this was a previous request from the council, and they were provided with a contract from the engineers to do the work. **Motion by McDaniel to accept the contract with Keller Engineering for the right of way on 1<sup>st</sup> and Hill street property to be surveyed and direct the mayor to sign the contract; not to exceed \$6,200.00** \*DISCUSSION Roll Call: Porter-yes; McDaniel-yes; Kramer-yes. **Motion passed. ACTION ITEM**

10) **DISCUSSION/DECISION to contract with Keller Engineering to hold a Workshop with the city regarding swales, ditches and road rights of way.** Lori brought this back up as she did speak with Keller engineering and they thought they may have had 6 to 10 hours incurred to do this (prep/travel/workshop) and she wanted to know if the council was ready to have this workshop. After a conversation on what the workshop would cover and some debate they agreed to have it. Council was also going to provide staff with a short list of deliverables as to what they wanted to discuss specifically. (Such as culvert, water mitigation for drainage, and changes over time and how that impacts things, all regarding what should be allowed or not allowed in road rights of ways etc.). **Motion by Kramer to accept the terms with Keller Engineering for a workshop on an hourly basis; not to exceed \$1,600.00** \*DISCUSSION (*plan to have this in mid-October at 4:30pm before an regular council meeting.*) Roll Call: McDaniel-yes; Kramer-yes; Porter-yes. **Motion passed. ACTION ITEM**

11) **DISCUSSION/DECISION to move forward with legal litigation for 5699 E Menser.** City attorney gave a short rundown to date, of the code violations and the declaration of nuisance and that this is the next step to remedy the problems. This is a separate contract with the attorney from regular city billing. After a short discussion the following motion was made: **Motion by Kramer to approve moving forward with legal litigation for 5699 E Menser.** \*DISCUSSION Roll Call: McDaniel-yes; Kramer-yes; Porter-yes. **Motion passed. ACTION ITEM**

### **DISCUSSION:**

Staff briefly shared how the meeting with Idaho Department of Transportation (ITD) on 9/3/2025 went. The Mayor, City Clerk, Public Works, City Planner and Councilman McDaniel all attended a meeting with 5 or 6 staff members from ITD. This was very informal and more of a catch-up session on various projects that ITD has coming up and concerns that the city has with the increase in traffic and how some of those projects might affect the city and possible future projects in the city for ITD to be aware of. (*Parks Road Project; Northern Meadows development/Sheep Springs Road is actually owned by the city and only they have the*