



Approved Minutes

Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, April 7, 2026

6:00pm Regular Council Meeting

Mayor Ruch called the meeting to order at 6:02 P.M.

ROLL CALL: Present: Mayor Ruch; Councilwoman Devine; Councilwoman Kramer; Councilman McDaniel; Councilwoman Porter; City Clerk/Treasurer-Lori Yarbrough; Deputy Clerk-Amanda Clark, and Public Works-Pete Weigman. Not Present: Nick Peterson, Attorney and Rand Wichman, City Planner.

REPORTS:

PUBLIC WORKS – Pete submitted his written report and shared that #5 on his report the abatement at 29876 E Hill, was completed. Councilman McDaniel – asked if he was going to do any repairs to the road, Pete replied that he is working on gravel, spreading it, and widening the edges out next. Councilwoman Devine-congratulated Pete for accomplishing so many hours towards his water license testing. Pete remarked that he hoped to be able to take the water license test within the next couple weeks. Councilwoman Kramer- asked about #2b on the report. – The cemetery cleanup day; staff replied that may be on hold as we are going to have it as a discussion item at the next council meeting. Staff want to ensure the council supports the cleanup and all it entails, as it may cause a stir within the community. At the next meeting the staff plan to share their ideas in full to get council's opinions.

ACTION ITEMS:

1) APPROVAL OF THE March 17th Meeting Minutes & March 19th WORKSHOP

MINUTES: Motion by McDaniel, that we approve the meeting minutes for the March 17th, and the workshop minutes from March 19th 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 March/April bills as submitted without amendments. *DISCUSSION- Lori briefly pointed out any of the random or annual type payments. All in favor-none opposed. Motion passed. **ACTION ITEM**

3) DISCUSSION/APPROVAL to Accept the Annual Renewal for the Athol Farmers Market Agreement to use the City Park Space. Lori shared other than dates and times; there were no significant changes; staff requested renewal for one more year. Then the following motion was made: Motion by Devine, to approve the annual renewal of the Athol Farmer's Market Agreement as presented. *DISCUSSION – Roll Call: Porter-yes; McDaniel-yes; Kramer-yes; Devine-yes. Motion Passed. **ACTION ITEM**

4) APPROVAL/DECISION to Authorize TASK Order #4, an Agreement with Keller Associates, to review Idaho Forest Group Flow Metering Alternative. Motion by Devine, to approve the Task Order #4 Engineering for IFG Flow Metering Alternative. This is a pass-through cost as IFG has already signed the agreement with the city. DISCUSSION Roll Call: McDaniel-yes; Kramer-yes; Devine-yes; Porter-yes; Motion passed. **ACTION ITEM**

5) DISCUSSION/APPROVAL to Accept the Annual Renewal for the Back-Up Water

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.

Operator Agreement. No changes, staff requests renewal for one more year and Bob is willing. **Motion by Devine, to approve the annual renewal of the Back-Up Water Agreement as presented.** *DISCUSSION – **Roll Call:** Kramer-yes; Devine-yes; Porter-yes; McDaniel-yes. **Motion Passed. ACTION ITEM**

6) DISCUSSION/APPROVAL to Hire a Part-Time Seasonal Office/Athol Daze Help Lori shared her request for an additional employee and noted that it would be a seasonal/temporary employee primarily to work on Athol Daze. She shared this is something she would like to try and see if it helps alleviate the workload stress of this event and the budget happening during the same time of the year. If it works out we may want it to become a permanent part-time position; for now the position would be 20 hours a week, or not exceed 17 weeks, and they can assist in other back-office tasks as needed. Councilwoman Porter – asked Lori 1) if she would hire someone with experience. Lori responded that her preference would be to hire someone already familiar with Athol Daze and/or similar type events, but we won't know until we post and review candidates. 2) Porter asked if the plan was to pay them \$24 an hour based upon her math. Lori responded no, she's asking for \$8,100.00 up to 17 weeks; the rate per hour would be determined after interviews, and that the math as she calculated it included city costs like social security and taxes; she rounded up \$2.00 per hour. 3) Porter asked Lori if she felt she could handle training 2 people as the Deputy is still new, while working on the budget and Athol Daze. Lori shared that she did feel she would be able to, which is why she asked for the temporary position. Public Works, Pete – asked to share that he has learned that there are many things in our job that requires time for follow up and has seen that Lori just doesn't get the time to do things. Having part-time staff has helped him get more things done, and he can see how it could help Lori too. Councilwoman Porter - then shared she felt it would be counterproductive to hire someone for Athol Daze and that Athol Daze doesn't generate enough funds to pay for a part-time person; it barely breaks even. Further she shared with the council 3 alternatives she thought of that the city should consider. 1) The council could formally appoint a committee for Athol Daze as a non-paid volunteer position. 2) Utilize the people who currently volunteer for Athol Daze to take over various aspects of Athol Daze, so that we don't need to hire another person; 3) after she did some research and talked with the county, they utilize part-time staff all the time, and we could separate the Treasury position and hire someone part-time, 5 months a year, to do the budget and treasury job at a going rate of \$30.00 per hour, leaving Lori time for her Clerk position and Athol Daze after she trained the new Treasurer. Under this option, it could become a year-round part-time position, at 25 hours a week. Councilwoman Kramer- commented that it doesn't makes sense to hire someone new to do the budget that doesn't know the city and it makes more sense to hire someone for Athol Daze. Councilwoman Devine – said she's leery of the idea. **Motion by McDaniel to approve hiring a Seasonal Office Help (Athol Daze); not to exceed 17 weeks and/or \$8,100.00** * DISCUSSION. **Roll Call:** Devine-yes; Porter-no; McDaniel-yes; Kramer-yes. **Motion passed. ACTION ITEM**

7) DISCUSSION/APPROVAL to Set Public Hearing Date for the County Notice & 1st Workshop Date – Lori shared a roughly proposed timeline for the 2027 Budget, after a short conversation she would like the council to approve August 18th as the date for our public hearing to send to the county. **Motion by Kramer, to direct the clerk to submit Tuesday August 18th as the proposed date for the Public Hearing for the FY2027 Annual Budget Appropriation to the Kootenai County Clerk.** * DISCUSSION Lori will try for June 2nd to have the draft budget for the council, at 5pm. **Roll Call:** Porter-yes; McDaniel-yes; Kramer-yes; Devine-yes. **Motion passed. ACTION ITEM**

8) EXECUTIVE SESSION: Idaho Code 74-206(1)(b) “to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.” -Annual employee reviews. **ACTION ITEM**

MOTION by Devine, to go into executive session under Idaho Code 74-206(1)(b) “to

consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent.” **Roll Call:** Porter-yes; McDaniel-yes; Kramer-yes; Devine-yes. **Motion passed.** *NOTE: This is for discussion regarding the annual employee merit reviews.*

EXECUTIVE SESSION Began at 6:53pm and Ended at 8:10pm

ACTION ITEMS CONTINUED:

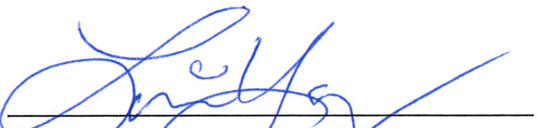
9) **DISCUSSION/APPROVAL of Annual/Merit Increases for City Employees, Lori Yarbrough, Pete Weigman and Amanda Clark. Motion by Devine, to approve the annual increase of 3% for Lori Yarbrough, 5% for Pete Weigman and \$0.50 for Amanda Clark; there will not be cola increases this year; and is retroactive back to the pay period beginning March 1st, 2026.**

DISCUSSION- this is based upon the previously determined pay scale chart and the Mayors recommendation.* **Roll Call: McDaniel-yes; Kramer-yes; Devine-yes; Porter-yes. **Motion passed. ACTION ITEM**

ANNOUNCEMENTS: City Council – Councilwoman Porter – wanted to ask Lori if other homes were required to hook into a new 2nd meter like she was. Lori said no new changes, but it is time to send another letter out to them. / **Mayor-** none. / **Staff** – none.

ADJOURNMENT at 8:15pm

ATTEST:



Lori Yarbrough, City Clerk/Treasurer



Steven Ruch, Mayor

Approved at Council on 4/21/2026

