



Unapproved Draft Minutes

City of Athol Budget Workshop & Regular Council Meeting
Held in the Council Room in City Hall

Tuesday, August 4, 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; Councilman McDaniel; Councilwoman Porter; City Clerk/Treasurer-Lori Yarbrough; and Public Works-Pete Weigman; Not Present: Nick Peterson, Attorney and Rand Wichman, City Planner.

REPORTS:

PUBLIC WORKS: Pete submitted his written report, and he noted that he typed the wrong month, May, where it should have been July in section 1a. There were no other questions.

ACTION ITEMS:

- 1) **APPROVAL OF THE June 26th Budget Workshop and the July 21st MEETING MINUTES:**
Motion by Devine, that we approve the minutes for June 26th and July 21st meetings, without amendments. *DISCUSSION * All in favor-none opposed. Motion passed. **ACTION ITEM**
- 2) **APPROVAL OF BILLS AS SUBMITTED:** **Motion by Devine, that we approve paying the July/August bills as submitted without amendments.** *DISCUSSION- Lori briefly pointed out a few that were not regular bills, most were related to Athol Daze this time. All in favor-none opposed. Motion passed. **ACTION ITEM**
- 3) **Mayor Steven Ruch announced that he would like to appoint Holly Blackwell for Jeanette Kramers position, Council Seat #2 that is currently vacant. She was interested and ran in the last election and thought it just made sense. He asked for confirmation from the council.**
Motion by Devine to approve the mayor's appointment of Holly Blackwell for Council Seat #2. She will fill this vacant seat until January 2028, replacing Jeanette Kramer; this seat will be up for election November 2, 2027, for a 4-year term. *DISCUSSION Roll Call: Porter-yes; McDaniel-yes; Devine-yes. Motion Passed. **ACTION ITEM**

OATH of OFFICE – Mayor Ruch then asked Holly to come up and he administered the Oath of Office. Holly Blackwell then took a seat at the council table.

- 4) **DISCUSSION/APPROVAL for the Purchase of Large Boulder Rocks for the Park Restroom Area** Pete gave a brief run down on the places and varying prices and felt the best deal would be to go with Peak Sand and Gravel at the top of Granite Hill. **Motion by Devine, to approve the recommended bid as presented by the Public Works department; not to exceed \$2,200.00.** *DISCUSSION – This would give the city approximately 50 large 3-4 foot in size boulders to use on the corner of the park to help protect the new septic tank and drain field for the restroom, to prevent people from parking in that area. Lori added it would be paid for with ARPA funds as part of the Restroom Improvement project as it is a follow-up to the project. **Roll Call:** McDaniel-yes; Devine-yes; Blackwell-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.*

5) DISCUSSION/APPROVAL for the Purchase of Door Locks for the new Park Restroom:

Pete explained he only gathered one bid as Country Lock and Key is primarily who the city has dealt with and is widely known in the area. After a short discussion the following motion was made **Motion by McDaniel, to approve the bid as presented; not to exceed \$3,100.00.** *DISCUSSION This would be paid for with ARPA funds as part of the Restroom Improvement project as it is also a follow-up to the project. **Roll Call:** Devine-yes; Blackwell-yes; Porter-yes; McDaniel-yes. **Motion Passed. ACTION ITEM**

6) DISCUSSION/APPROVAL for an Administrative Platform for Permitting and Code Management

Lori shared their comparisons from both iWorQ and Civic-Review. She shared she originally thought iWorQ was the best solution but upon more research and contact with Civic-Review she and Amanda thinks, while Civic-Review is more money, the city will get much better use of their platform. Staff provided the council with a list of the many components that are included in the one cost with Civic-Review verses iWorQ, where you must pay for each individual component. After a discussion the council wanted Lori to find out a few more things before committing to Civic-Review. 1. Who answers the customer service line, people or AI, and when are they available; 2. They didn't see an actual contract in the packet, they would like to see it and be assured the attorney and IT personnel have reviewed it; 3. What happens if the internet goes fails; 4. What does training look like? 5. Is there an escape clause if we don't like the system or find it not compatible with what we want? **No motion made, the item was tabled.** *DISCUSSION This would be paid for with account #6313 50/50 split G/W. **NO ACTION ITEM**

7) DISCUSSION/APPROVAL for Truck Tires: Pete shared that he got 3 quotes and his recommendation is in the packets. After a short discussion, the following motion was made **Motion by Devine, to approve the purchase of truck tires; not to exceed \$1,400.00.** *DISCUSSION- This would be paid for with account #6430 75/25 split G/W. **Roll Call:** Porter-yes; McDaniel-yes; Blackwell-yes; Devine-yes. **Motion passed. ACTION ITEM**

8) DISCUSSION/APPROVAL to Direct Staff to get City of Athol email addresses for each councilmember; Lori led this discussion. She shared that the IT guy is recommending that each councilmember also use/have a cityofathol.us email. This will cost a little bit each month, but it does save staff time when fulfilling a public record request. After a short discussion the following, motion was made **Motion by Blackwell, to approve directing staff to get city email addresses for all the council members to use.** *DISCUSSION- There will be a \$6.00 per month per email fee for an added annual cost to the city of \$288.00 for all 4 new council email addresses, charging to account #6313. **Roll Call:** McDaniel-no; Blackwell-yes; Devine-no; Porter-yes. **Mayor to break the tie vote: Mayor Ruch- yes. Motion passed. ACTION ITEM**

DISCUSSION:

9) The Water Tank Inspection Report – Pete shared the Inspection report and video provided by Aquadrone for the water tower on 6th and Menser. There was a short discussion. Comments on the report were that the tank appears to be in fair condition. There are lots of ceiling cracks and it is recommended that we install a top, outer, membrane. He shared that he just received the tank inspection report for the cemetery tank, and he will share that at a future council meeting. **NO ACTION TAKEN.**

ANNOUNCEMENTS: **City Council** – Councilman McDaniel asked if the Tallents have received their letter and signed the quitclaim deed and easement documents yet. Lori shared they hadn't yet, but it is at the top of her list and will get it done. / **Mayor** -none. / **Staff** – Lori 1) She missed the dates for getting the Public Hearing notice up for the FY2027 Budget; consequently, there needs to be either a special meeting, or the council needs to plan to pass it at the Sept 1st meeting date. Council preferred the regular scheduled meeting of Sept 1st; she will get that notice updated and published. 2) Athol Daze is this Saturday. Pete 1) Shared the restroom has arrived in the park, but we are unsure if it will be completed and ready to use for Athol Daze. There is a few minor plumbing and concrete work that still needs to be done, and we are working with the contractor and our engineer to get those finished.

PUBLIC COMMENTS: NONE

ADJOURNMENT at 7:50pm

ATTEST:

Steven Ruch, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on