MINUTES OF THE REGULAR COUNCIL MEETING 1/11/2022

Mayor Sean Simmons
6:00 p.m.

Additions to Agenda: Resolution No. 22-510
And Resolution No. 22-511

Pledge of Allegiance

Council Members: Mark Swayne, Jennifer Dunaway, Shannon Schrader, Josh Tilley and Doug Donner

Absent: Jon Isbelle

Staff: Administrator-Ryan Smathers, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Public Works Supervisor-Shane Miller, Building Official-Todd Perry and Water/Wastewater Supervisor-Michael Martin

Absent: Police Chief-Jeff Wilson and Fire Chief-Jon Hoyt

Guests: Mike Gladhart, Loretta Stout, Mary Stanley, Alan Schumacher, Tina and Sal Lauria, Michelle Donner, Helen Clark, Steven Schramm, JUB Engineer, Norm Stalnaker, Ernest Tuning, John Erbst, Chris St. Germaine and Diane Hairston-CCED

Media: Elizabeth Morgan and Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on December 14, 2021. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

A copy of the Urban Forests of Orofino Regular Meeting Minutes held on December 7, 2021 was submitted to the Council for review.

BILLS AND CLAIMS

Councilmember Donner made a MOTION to approve the regular bills and the additional bills and the payroll dated December 18, 2021 and January 1, 2022. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.
OFFICIALS SUBSCRIBE TO THE OATH OF OFFICE

Swearing in Mayor
City Clerk Montambo subscribed the oath of office to newly elected Mayor Sean Simmons. Mayor Simmons was appointed by the Council on May 12, 2020 to replace the vacancy when Mayor Smathers resigned and was appointed as City Administrator on May 1, 2020. Mayor Simmons position is for a four (4) year term and expire January 2026.

Swearing in Incumbent’s and New Council Member
Clerk Montambo subscribed the oath of office to the elected incumbent councilmembers Mark Swayne, Shannon Schrader and newly elected Mike Gladhart. Their positions are for a four (4) year term and expire January 2026.

Election of Council President
Councilmember Tilley made a MOTION to nominate Jennifer Dunaway as President of the Council. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Introduction CCED-Chris St. Germaine reported to the Council that she resigned as Clearwater County Economic Development and will continue one day a week till March to help for a smooth transition. Diane Hairston was formally introduced to the Mayor and Council who took over St. Germaine’s position. Hairston has a strong sense of community needs and brings a wealth of knowledge. Mayor and City Council welcomed Diane Hairston.

Beer/Wine License Application New Owner for House of JuJu Inc.-Councilmember Dunaway made a MOTION to approve the Beer/Wine License Application for Julie Glenn, owner of House of JuJu Inc. at 235 Johnson Avenue. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Orofino TAP Non-Infrastructure Grant Application-Safe Routes to Schools-Chris St. Germaine reported this grant is to continue with the Safe Routes to Schools program for an additional three years. The funds will be utilized to engage youth in the communities of Cavendish, Peck, Pierce, Orofino and Weippe to build safe walking and biking routes. The city is committed to $4,396 or 7.34% match with $55,490 Federal Funds or 92.66% for the total project cost estimate of $59,886. Councilmember Dunaway made a MOTION to approve Orofino TAP Non-Infrastructure Grant Application. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

Orofino TAP FY 2021 Infrastructure Grant Application-U.S. Highway 12 Sidewalk Project, Phase 1-Chris St. Germaine reported two years ago Mayor and Council had a walkabout with ITD Engineers and shared what they would like to see. This grant is to construct a sidewalk from 136th St. to 108th St. on Highway 12. The idea of the sidewalk or alternative pathway along Highway City of Orofino Regular Council Meeting 1/11/2022
12 has been discussed for the past 20 (twenty) years. The walking pathway will help with access to the mini park at Lutheran Church. The total Federal Funds is $499,308.03 with total local match of $51,196.97 for the total project cost estimate $550,505.00. Councilmember Dunaway made a MOTION to approve the Orofino TAP FY 2021 Infrastructure Grant Application for Highway 12 Sidewalk Project, Phase 1. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

**FAA Announcement Airport Improvement Program Funding** - The City of Orofino received correspondence from Kelley Packer, AIC Director regarding FAA Announcement Airport Improvement Program Funding. The City of Orofino will receive an additional $110,000 to help with cost for future airport improvement.

**State Revolving Fund Agreement’s: Water Masterplan Update and Sewer Masterplan Update for future Projects** - Steven Schramm, JUB Engineering gave a brief presentation on the two State Revolving Fund Agreement’s for the Water Masterplan Update in the amount of $90,000 and the Sewer Master Plan Update in the amount of $130,000. Schramm commented both plans would need to be updated in order to be eligible for future grants on water and sewer improvements. Councilmember Dunaway made a MOTION to approve the State Revolving Fund Agreement’s for the Water Masterplan Update and the the Sewer Masterplan Update for future projects. Councilmember Donner seconded the motion and it passed with a roll call vote resulting in all ayes.

**Selectron Company-IVR System (call in credit card)** - Treasurer Wilson reported the annual fee will increase from $600 to $2,000. Wilson commented only 43 people used this option last month. Treasurer Wilson is recommending that the city does not renew the contract in April. Wilson reported we will still take credit card payments but it would be the customer calling in and city staff will input the payment manually. Councilmember Dunaway made a MOTION not to renew contract with Selectron Company IVR System. Councilmember’s Schrader and Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

**Proclamation-School Choice Week January 23-29, 2022** - Mayor Simmons reported a copy of a Proclamation was on the agenda for information only. This is the third year for proclaiming January 23-29, 2022 as School Choice Week.

**Recommendation to Appoint Cameron Eck to the UFO Committee** - Councilmember Dunaway made a MOTION to approve the recommendation to appoint Cameron Eck to the UFO Committee. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes. Isaac Hull resigned from the UFO Committee and will be moving out of state. Eck will fill the vacancy.

**DEPARTMENTAL REPORTS**

**Administrator** - No report.

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Treasurer-Treasurer Wilson submitted a copy of the Clearwater County Tax Recap Report ending December 2021 for Council review.

Building Official-A copy of the December 2021 Building Permit Report was submitted to the Council for review. Building Official Perry reported that he went online to check the 2020 Census Population count for Orofino. Perry stated the Census Bureau showed Orofino with 2,656 as population. Perry commented that the Census Bureau must have missed one of the Care Centers, Prison and or the annexation addition because the count was lower than previous year’s. Perry called Justin Ruen with Association of Idaho Cities and was told to contact Rebecca Vaage, City Attorney and have her get involved to have it investigated and request for an accurate count. Perry stated the miscount will affect the city’s revenue share funding based on an incorrect population number. Councilmembers all agreed to move forward and contact Rebecca Vaage, City Attorney to get the Census Bureau Population for Orofino corrected.

Public Works-Public Works Supervisor Miller reported it was a challenging week with all of the snow this past week with a total of 30 inches over 3 days. The temperature dropped and they have been de-icing Michigan Avenue twice a day. Miller and crew experienced vehicle and equipment brake downs during the catastrophic weather. Miller reported Lonnie Simpson, DEBCO reached out to the city offering equipment and personnel. Miller received an invoice from DEBCO for services in the amount of $20,600 where DEBCO credit half of the bill as a donation and billed the City in the amount of $10,300. Miller commented DEBCO did an excellent job removing the snow off of the roads in the residential area.

In other news, Miller reported one of the plow trucks had an accident with a motorist when backing up and hit the car. Miller also commented there was a vehicle that hit a fire hydrant on Saturday and there was water running down Michigan and seeping into the basements of several resident’s adjacent to the hydrant. Miller reported it took an hour to find the shut off valve and public works had to use a propane burner to thaw the ice off before they can even get to the shut off valve. Miller commented that they lost close to a million gallons of water through that hydrant. Miller will put together the cost of the hydrant and turn it over to the vehicle owner’s insurance.

Police-No report. Police Chief Wilson was not in attendance of the meeting. Administrator Smathers reported Building Official Perry did an inspection on the conference room in the police building, now just waiting for sheet rock to be installed.

Water/Wastewater-Water/Wastewater Supervisor Martin reported beginning February 1, 2022 the city’s discharge permit will go into effect. Martin and crew will begin monitoring the water temperature for the Nez Perce Tribe. It was noted they are still waiting for parts for the generator.

Fire-No Report. Fire Chief Hoyt was not in attendance of the meeting.
RESOLUTIONS

RESOLUTION NO. 22-510-DEQ AUTHORIZING FORM B OROFINO WATER MASTERPLAN UPDATE

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF OROFINO, IDAHO AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, GRANT AGREEMENTS, AND OTHER DOCUMENTS RELATING TO DRINKING WATER PLANNING GRANTS.

Councilmember Schrader made a MOTION to approve Resolution No. 22-510 DEQ Authorizing Form B Orofino Water Masterplan Update. Councilmember Donner seconded the motion and it passed with a roll call vote resulting in all ayes.

RESOLUTION NO. 22-511-DEQ AUTHORIZING FORM B OROFINO SEWER MASTERPLAN UPDATE

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF OROFINO, IDAHO AUTHORIZING THE MAYOR TO SIGN ALL APPLICATIONS, GRANT AGREEMENTS, AND OTHER DOCUMENTS RELATING TO WASTEWATER PLANNING GRANTS.

Councilmember Schrader made a MOTION to approve Resolution No. 22-511 DEQ Authorizing Form B Orofino Sewer Masterplan Update. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

PUBLIC COMMENT

John Erbst commented on last week’s snow problems in town. Erbst complimented Public Works Supervisor Miller and his crew for all the work that was done during the recent snow storm. Erbst commented that he was not happy that none of the sidewalks were cleared and especially after snow plows buried them from the snow off of the street. Erbst suggested that the city should purchase and use a four wheeler to remove the snow from the sidewalks. Erbst wanted to know who to call and no numbers are listed anymore. Council said if it was an emergency Erbst would need to call dispatch or City Hall. It was noted and Council would like to remind all property owners whether it’s residential or business are responsible for their own sidewalks and it is not the city’s responsibility to remove the snow off of the sidewalks.

COUNCIL COMMENT

Councilmember Donner inquired about the city’s 4-wheeler. Water/Wastewater Supervisor Martin commented that it is at the water treatment plant and was not able to keep up with snow.

Mayor Simmons thanked Public Works Supervisor Miller and Crew for the time and good work that they put in on the snow removal during this last snow storm.

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Mayor Simmons announced a Work Session Meeting is scheduled for February 1, 2022 at 6:00 p.m. at Fire State #3, 436 Grangemont Road to meet with Orofino Rural Fire District Board regarding the Orofino Rural Fire Agreement.

ADJOURNMENT

At 7:20 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Sean Simmons, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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