MINUTES OF THE REGULAR COUNCIL MEETING HELD 10/23/2018

Mayor Ryan Smathers
6:00 p.m.

Pledge of Allegiance

Council Members: Jennifer Dunaway, Mark Swayne, Don Gardner, Shannon Schrader, Josh Tilley and Sean Simmons

Staff: Administrator-Rick E. Laam, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Building Official Todd Perry, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin and Assistant Fire Chief-Keith Brink

Absent: Police Chief-Jeff Wilson

Media: Elizabeth Morgan and Nancy Butler

AMENDMENT TO AGENDA

Councilmember Gardner made a MOTION to amend the agenda and add the Additional Bills as presented. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on October 9, 2018 as written. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting in all ayes.

The Minutes of the Regular Urban Forests of Orofino Meeting held October 2, 2018 was submitted to the Council for review.
BILLS AND CLAIMS

Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending October 13, 2018. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

There were no Petitions, Applications, Appeals and Communications

DEPARTMENTAL REPORTS

Administrator - Administrator Laam reported the city is still in the process of developing the City Website. It was noted anyone can now go to the website and click on the link to look at the city codes through Sterling Codifiers. In other news Laam received notification from Melina Johnson, Chamber of Commerce Director requesting the city to close off Johnson Ave between First Street and Michigan on Halloween, October 31st, beginning at 4:00 to 8:00 p.m. for Trick or Treat Rocking the Street. It was the consensus of the Council to allow Johnson Ave be shut down October 31, 2018 beginning at 4:00 p.m. to 8:00 p.m. for Rockin the Street Halloween Event.

Treasurer - Treasurer Wilson submitted the Clearwater County Tax Recap Report and the State Revenue Recap Report for Council review. Treasurer Wilson reported she submitted a copy of a letter from Idaho State Liquor Division regarding the Distribution of Idaho Liquor Fund. Beginning in FY 2019, the amount apportioned to Idaho cities shall decrease from 60% to 57.8% in FY 2019 and will decrease by 2.2% per year until FY 2023. Beginning in 2023, counties and cities will be allocated 36% and 49% respectively.

Building Official - A copy of the September 2018 Building Permit Report was submitted to the Council for review. Building Official Perry reported he issued a building permit for a nine thousand (9,000) square foot office building for the Forest Service. It was noted Perry is working on a Nuisance violation that he issued to a property owner and hopes to have him come into compliance.

Water/Wastewater - Water/Wastewater Superintendent Martin reported the screens that were recently installed at the Main Pump station are now complete and are working well. Martin commented a pump will be installed for the recycling of water being used during the rinsing of the screens. This will save us from constantly using potable water and help conserve treated water in the process. In other news Martin and his crew are currently refurbishing the wastewater lab and office with new flooring and paint.

Fire - Assistant Fire Chief Brink reported the Fire Department interviewed and brought two more individuals on the department. It was noted the department also picked up half of dozen High School Students to volunteer for the Fire Academy. Brink stated it is encouraging to see more
members for the department. In other news Brink commented Station 3 is now included in the fire ratings.

EXECUTIVE SESSION

Pursuant to Idaho Code 74-206 subsection 1 (a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. At 6:18 p.m. Councilmember Dunaway made a MOTION to go into an executive session. Councilmember Schrader seconded the motion and it passed with a roll call vote. Councilmember Gardner recused himself from the executive session.

ADJOURNMENT

At 8:00 p.m., Councilmember Schrader made a MOTION to adjourn. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

Ryan Smathers, Mayor

ATTEST:

Janet R. Montambo, City Clerk
MINUTES OF THE REGULAR COUNCIL MEETING HELD 6/26/2018
Mayor Ryan Smathers
6:00 p.m.

Pledge of Allegiance

Council Members
Present: Jennifer Dunaway, Mark Swayne, Don Gardner, Shannon Schrader, Josh Tilley and Sean Simmons

Staff: City Administrator-Rick E. Laam, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Building Official-Todd Perry, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin, Police Chief-Jeff Wilson and Assistant Fire Chief-Keith Brink

Guest: Sergeant Vince Frasier and Bart Jones

Media: Elizabeth Morgan and Nancy Butler

AMENDMENT TO AGENDA

Councilmember Simmons made a MOTION to amend the agenda and add the additional Bills plus the Payroll ending June 23, 2018. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on June 12, 2018. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

The Minutes of the Regular Planning and Zoning Meeting held on 5/15/2018 were submitted to the Council for review.

The Minutes of the Regular Planning and Zoning meeting held on 6/19/2018 were submitted to the Council for review.
BILLS AND CLAIMS

Councilmember Swayne made a MOTION to approve the regular bills and the additional bills as presented plus the Payroll ending June 23, 2018. Councilmember’s Tilley and Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Comprehensive Plan: Chapter 10 Parks & Recreation 2018 Amendment and Stand-Alone Parks and Recreation Master Plan City Park Inventory of Structures and Infrastructure-Building Official Perry reported Planning and Zoning Commission held a public hearing on an amendment to repeal and replace with a new Chapter 10 Parks & Recreation in the Comprehensive Plan. Complimenting the new Chapter 10 is a Stand-Alone Recreational Master Plan that provides goals and policies for elected officials and city staff to more consistently implement recreational activity and improvements to recreational infrastructure. The Recreation Master Plan is a separate document from the Comprehensive Plan and changes on an as-needed basis.

Councilmember Discussion

Councilmembers all agreed that they like the Stand-Alone Master Plan and would like to prioritize and further perfect it through Work Sessions and establish guidelines and set a standard policy for the park and arena. It was noted the city would be the leader in this and work collectively with the other groups that are involved in the park through the different events that takes place in the park and arena.

FY 2018-2019 Budget Synopsis Update - Administrator Laam reported the budget is still in the development stage. FY 2018-19 is currently down seven percent or $486,000 from previous year. Laam commented the Tentative Budget will be ready to adopt and set a public hearing date in late July or early August. It was noted there will be a need to adjust the sanitation rates that will require a public hearing. Laam will provide a full print out on the full budget at the next council meeting. He emphasized the budget will continue to change until all revenue and expenditures have been identified.

Building Official Perry, Public Works Supervisor Miller, Water/Wastewater Supervisor Martin and Police Chief Wilson provided a brief overview of their proposed FY 2018-19 budgets to the Council.

DEPARTMENTAL REPORTS

Administrator - Administrator Laam referred his report to the Executive Session.

Treasurer - Treasurer Wilson reported the Springbrook upgrade is scheduled for the month of July to go live for finance, payroll and utility billing.

City of Orofino Regular Council Meeting held June 26, 2018
Building Official - Building Official Perry reported a property owner is in violation of the nuisance ordinance. Perry verbally talked to the owner and sent a letter out but the property owner is still out of compliance. Perry commented he will have to take the next step identified in the ordinance and remedy the nuisance ourselves. It was noted he is working with another resident who owns property in the city limits and living out of town. The resident questioned the nuisance ordinance and Perry referred the question to the City Attorney, Becky Vaage for legal input.

Public Works - Public Works Supervisor Miller reported public works crew is busy replacing the clay valves at the State Hospital North water tank. Two valves were replaced outside of the pump house. The valves were showing age and starting to fail.

Police - Police Chief Wilson reported during the July 4th celebration there will be zero tolerance policy for illegal fireworks within the city limits. Chief Wilson wanted the news media to report it is illegal to shoot fireworks in the city limits. Wilson commented OPD does not have jurisdiction in the county and will only deal with calls in the city limits.

In other news, Wilson reported he has applied for the Lewiston Police Chief’s position. Wilson commented the Mayor and Administrator knows of this and Wilson wanted the Council to know it has no bearing on his job with Orofino. Wilson commented that he is very happy with his job in Orofino and there is nothing forcing him to apply for another job. However, the salary difference is substantial and the difference in a retirement pension is almost two-fold. Wilson stated many of the Lewiston Police Officers had asked him to put in for the job.

Water/Wastewater - Water/Wastewater Supervisor Martin reported the last thunder and lightning storm burned out the fuses and the communication cable at the Adams Reservoir. He indicated that he will be replacing the communication cable later in the week. He will initially lay the cable on top of the ground and trench bury the line at a later date.

Fire - Assistant Fire Chief Brink reported fire activity has been stable lately. Brink assured Mayor Smathers and Councilmembers that the Fire Department will be present at the July 4th Fireworks Show in the Park.

RESOLUTION

Resolution 18-477 - A RESOLUTION BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF OROFINO, IDAHO ADOPTING PLANNING AND ZONING RECOMMENDATION TO AMEND CHAPTER 10 CITY’S COMPREHENSIVE PLAN DEALING WITH RECREATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Gardner made a MOTION to accept Planning and Zoning’s Recommendation to amend Chapter 10 in the City’s Comprehensive Plan and replace it with a new Chapter 10 and adopt Resolution 18-477. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting in all ayes.

City of Orofino Regular Council Meeting held June 26, 2018
COUNCIL COMMENT

Councilmember Schrader commended Building Official Perry and Planning and Zoning Committee on the hard work put into the Parks and Recreation Plan.

 EXECUTIVE SESSION

At 7:24 p.m. Councilmember Dunaway MOVED to go into executive session pursuant to Idaho Code 74-206 Subsection 1 (a) to consider hiring a public officer, employee, staff member or individual agent wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting in all ayes.

ADJOURNMENT

At 8:16 p.m., Councilmember Swayne made a MOTION to adjourn. Councilmember Simmons seconded the motion and it passed unanimously.

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Ryan Smathers, Mayor

ATTEST:

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Janet R. Montambo, City Clerk

City of Orofino Regular Council Meeting held June 26, 2018