Council Member: Jon Isbelle, Mark Swayne, Jennifer Dunaway, Shannon Schrader, Josh Tilley and Doug Donner

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

Absent: Police Chief-Jeff Wilson

Guests: Ken Harvey, Angela Teal, Bill Arsenault-Kamiah Fire Chief, Mike Gladhart, Tye Barnett, Bart Jones, John Watson-JUB Engineers, John Erbst, and Beth & Greg Siefner

Media: Elizabeth Morgan and Nancy Butler

**MINUTES**

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on October 12, 2021 as written. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Councilmember Schrader made a MOTION to approve the Special Council Meeting Minutes held on October 18, 2021. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

The Regular Planning and Zoning Meeting Minutes held on August 17, 2021 were submitted to the Council for review and information.

**BILLS AND CLAIMS**

Councilmember Donner made a MOTION to approve the regular bills and the additional bills and the payroll dated October 23, 2021. Councilmember’s Schrader and Isbelle seconded the motion and it passed with a roll call vote resulting in all ayes.
PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

RFQ’s for Orofino Airport Engineering Approval
The City of Orofino received four RFQ’s back from the Engineering Firms as follows:
*T-O Engineers-Aaron Buob, Project Manager
*TD&H Engineering-Chevy Baily, Project Manager
*Kimley Horn-Heath Hildebrandt, Project Manager
*J-U-B Engineers Inc.-Kayla Brown, Project Manager

Councilmembers Donner, Swayne and Isbelle reviewed all of the RFQ’s, and after reviewing all of the RFQ’s it is their recommendation to accept J-U-B Engineers Inc. RFQ. Councilmember Donner made a MOTION to accept J-U-B Engineers Inc. RFQ for the Airport Engineering. Councilmember Isbelle seconded the motion and it passed with a roll call vote resulting in all ayes.

General Service Agreement-Administrator Smathers reported this General Service Agreement is needed to move forward with updating the Master Transportation Plan and the CIP for the Airport. The General Service Agreement is under the threshold where it is not needed to advertise for RFQ’s. Administrator Smathers would like to recommend J-U-B Engineers to help with updating the Master Transportation Plan and the Capital Improvement Plan (CIP). J-U-B Engineers, Kayla Brown and John Watson were the original Engineers with another firm and who was instrumental on the Master Transportation Plan. They have kept up to date on what was done and what is needed to be done. The original Master Transportation Plan was done in 2010. The updates would be a rapid turn-around because they would not have to start from scratch. Councilmember Dunaway made a MOTION to accept the General Service Agreement with J-U-B Engineers. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Kamiah Mutual Aid Appreciation-Bill Arsenault, Kamiah Fire Chief-Bill Arsenault, Kamiah Fire Chief wanted to thank the Mayor and Council for approval of the Kamiah Mutual Aid with City of Orofino Fire Department. Fire Chief Arsenault commented he had to request assistance from Orofino Fire Department during the Kamiah incident in July resulting in three fatalities. Chief Arsenault wanted to give a brief positive synopsis of how important it is for surrounding fire departments to have a mutual aid in place with each other. Arsenault commented why bring in a full time Fire Chief to small rural areas. The truth of it is every rural area in Idaho is growing with people moving in from Washington, Oregon and California and building houses. Arsenault is working with seventy five (75) new residents that have built houses on the ridges of Kamiah to provide fire and emergency services. To not have a trained full time Fire Chief is a liability to the city. Chief Arsenault again wanted to thank Mayor Simmons, Council and Administrator Smathers for allowing progressive changes to the fire department and working together through Mutual Aid Agreements.

Clearwater Paper Fire Department Letter of Appreciation-The City of Orofino received a letter from Dave Primaky, Clearwater Paper Mill-Fire Chief. Mr. Primaky submitted his letter of
recommendation for Chief Jon Hoyt pertaining his continued employment with the Orofino Fire Department. Mr. Primaky complimented Chief Hoyt on the multiple positive changes to the Orofino fire department in bringing the organization into the 21st century. Chief Hoyt has dramatically increased the departments image and moral with acquiring better fire equipment, training, expanding Orofino firefighters emergency knowledge in the emergency services and the most single important item is with the various mutual aid agreements with surrounding fire departments. Primaky wanted the Council to know in hiring a full time Fire Chief was for the better of the city of Orofino.

Department Head Questions-John Erbst-John Erbst had questions for each of the department heads. Erbst commented he wished the Police Chief was here in attendance because he wanted to thank Chief Wilson for slowing the traffic down on Michigan Avenue. Erbst was hoping to make a suggestion and inquire if the city would install those flashing speed signs throughout the city to help slow down traffic.

Erbst inquired from Fire Chief Hoyt how many fire hydrants are in the city limits. Hoyt responded there are approximately 103 in the city limits. Erbst wanted to know when was the last time the fire hydrants were last inspected. Hoyt answered September 2021. Erbst also asked when was the last time the hydrants were painted. Hoyt admitted they did need to be repainted and currently the weather was damp. Erbst pointed out that they had some nice dry weather earlier this year. Hoyt replied that during the hot weather, “the department was focused more on fighting fires, but would plan for painting the hydrants in the future”. Erbst commented he heard a rumor that Hoyt was adding two new full-time assistants. Hoyt explained that one additional full time person was requested contingent on a four-year grant if received from FEMA which would pay 75 percent of the cost. The application was denied, therefore the request was dropped. Erbst asked if it was really necessary to hire another full-time person. Hoyt commented that it was, and provided Erbst recent scenarios of the number and severity of weekend calls to justify his answer.

Erbst inquired to Water/Wastewater Supervisor Martin about how much was made from the drinking water available from the RV dump and service site. Martin replied the water station has made $2,500 this past year, at a penny per gallon and there has been discussion of increasing the charge for wholesale water. Erbst questioned who pays for the gray water to be processed at the RV dump site. Martin responded the dump site is by donation only, and the funds received through the donations far exceed the cost.

Erbst questioned Public Works Supervisor Miller “who is in charge of the alleys”. Miller replied the city is in charge of the alleys within the city. Erbst asked how do you determine which roads are to be paved. Miller responded I pave the ones which need it the most. Miller commented to Erbst that he asked for help from some of the Councilmembers and Administrator Smathers to form an ad-hoc committee to make a priority list on what streets should be paved, and Councilmembers agreed to it.

Erbst questioned Building Official Perry and inquired what was his job description. Perry responded he is a building official and code enforcer of ordinances. The police enforce all police

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ordinances except for the Nuisance Ordinance. Erbst commented he didn’t think the city was doing very well in enforcing the nuisance ordinance and there’s a lot of places that need clean up. Perry commented there are many steps leading to making an official complaint, as well as a very fine line as to whether or not it is considered a violation. Perry shared there are times when all the steps are taken and the residents comply but in many other cases, there will be excuses and it doesn’t get done and is never prosecuted. Councilmembers all agreed the Nuisance Ordinance needs a few changes to enforce it properly.

Erbst thanked the staff for their answers and stated he had learned a lot that evening.

DEPARTMENTAL REPORTS

Administrator-Administrator Smathers reported the rubber mats and playground equipment was ordered for the Riverside Park. The trees around the Skate and Bike Parks were trimmed. The exercise equipment will be fabricated with steel/metal by the High School Shop class. Smathers commented lots of good things happening for recreation fun.

Treasurer-Treasurer Wilson submitted the Clearwater County Tax Recap Report ending October 2021 for Council review. In other news, Wilson announced that she along with Janet and Maria will be setting up a table on Johnson Avenue for the Chamber of Commerce’s Rockin on the Street and give out candy to all of the Trick or Treaters this Friday.

Building Official-Building Official Perry reported Jonathan Rich completed cutting down the trees on Brown and Kalaspo and Rich hauled off the trees. In other news, Officer Frasier was invited to a dangerous building and which he believed should be condemned. As a law enforcement he is mandated to report to the city as incidents become apparent. Perry reported there is certain parameters to label a house a dangerous building and condemn it. The owner of the house can fix it. Perry will look at the ordinances and see if anything can be done on a dangerous building. The ordinances need to be updated. Owners who have rentals can get assistance from the state to do any modifications or updates to their rentals. The state have low standards and even if there was violations the state will not do anything about it.

Public Works-Public Works Supervisor Miller reported the maintenance on the sewer system was completed. Public Works crew worked on a sink hole on Forest Street. After digging seven (7) feet down they found water but did not find a leak. Miller commented they compacted around the sink hole and will keep an eye on it. In other news, Miller announced beginning on November 5, public works will begin picking up bagged leaves on Tuesdays and Fridays. It was noted all of the sprinklers are winterized in the parks. The new pumps on Main Street are working and they have not had a single issue with them since they installed them.

Police-No report. Police Chief Wilson was not in attendance of the meeting.

Water/Wastewater-Water/Wastewater Supervisor Martin reported the tarp was installed on the Dump Truck. In other news, Martin was inquiring if the Council would like to attend an Idaho City of Orofino Regular Council Meeting 10/26/2021
Rural Water Association (IRWA) Meeting that is scheduled for 6:00 p.m. in the Fire Hall the same night Council Meets on November 9, 2021. The training is for all area Board and Council Members of water and wastewater systems who are trying to plan for future upcoming regulatory changes. This training will help provide information to the decision-makers learn how to work with operators, how to comply with regulations, and how to engage in succession planning for long-term sustainability. Councilmembers commented they can start their meeting an hour earlier so they can attend the training. The Council Meeting will begin at 5:15 p.m. instead of 6:00 p.m. on November 9, 2021 so they can attend the IRWA Meeting immediately after Council.

Fire-Fire Chief Hoyt reported the Orofino Fire Department responded with mutual aid on Upper Fords Fire District. The wind came out of nowhere and the resident who was doing a control burn suddenly got out of hand. In other news, on Wednesday and Thursday on next week four fire fighters will attend National Fire Training for incident preparedness. There will be more training scheduled in the winter. Hoyt wanted to remind the media to add this to their reporting with the weather changing the calls for vehicle accidents have increased and to remind people about the roads being slick. Another reminder for resident’s to be sure to clean their fire places/chimney’s and check all smoke alarms batteries making sure all are in working order before winter. Councilmember Dunaway commented Fire Chief can submit a Public Service Announcement to the media and it will get more attention.

Hoyt responded to a question from the public: Most of his firefighters are “pack test” qualified sixteen out of twenty six fire fighters are certified to respond to Wildland Fire’s.

ORDINANCE

Ordinance No. 808 Clearwater Power Franchise Fee
AN ORDINANCE OF THE CITY OF OROFINO, IDAHO GRANTING A FRANCHISE FEE TO CLEARWATER POWER COMPANY FOR THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF ELECTRIC FACILITIES WITHIN THE CITY OF OROFINO; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Dunaway made a MOTION to suspend the rule and have Clerk Montambo read Ordinance No. 808 Clearwater Power Franchise Fee the Second Reading by title only. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes as follows: Councilmember Donner, Aye; Councilmember Tilley, Aye; Councilmember Schrader, Aye; Councilmember Dunaway, Aye; Councilmember Swayne, Aye; and Councilmember Isbelle, Aye.

COUNCIL COMMENT

Councilmember Schrader reported the Ultra Violet System that was installed at the Wastewater Plant was less than $100,000. The ARPA (American Rescue Plan Act Funds) grant paid for the system. The cost of chlorine has increased to $12,000/year to treat 7.2 million gallons of water this past year.

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Councilmember Donner inquired about the IOOF Building. Administrator Smathers reported Chris St. Germaine, CCED and Bart Cochran with Leap Housing Organization and the IOOF Hall owners along with Mayor Simmons met with Michelle Bly-TD&H Engineer to explore more housing options and come up with a plan to fix the IOOF Hall building and add four to five apartments upstairs and have store front down stairs of the building. Smathers stated The IOOF owners offered $25,000 to match with a grant that was applied for to explore the feasibility for more housing. Leap Housing Organization is interested for future building housing in the Westgate area on Highway 12.

It was noted the City is waiting for the plan on dredging the mouth of Orofino Creek from Ryan Forbes, Architect. Smathers will check with Chris St. Germaine to find out the status of the plan. Councilmember Swayne commented before the Plaza is erected next Spring after reading public comment the Council might want to look at placing the Plaza on the other side of College Avenue.

ADJOURNMENT

At 7:28 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Schrader seconded the motion and it passed unanimously.

Sean Simmons, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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