MINUTES OF THE REGULAR COUNCIL MEETING 12/8/2020

Mayor Sean Simmons
6:00 p.m.

Pledge of Allegiance

Council Members: Jon Isbelle, Mark Swayne, Jennifer Dunaway, Shannon Schrader, and Josh Tilley

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

Guest: Chris St. Germaine

Media: Elizabeth Morgan and Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on November 24, 2020. Councilmember Swayne 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 12/1/2020 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 and the payroll ending December 5, 2020. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Cancel Council Meeting for December 22, 2020-Administrator Smathers reported the week of Christmas Orofino Police Department will need to use the Council Chambers to organize the gifts for Christmas 911. Councilmember Swayne made a MOTION to cancel the December 22, 2020 Council Meeting. Councilmember’s Dunaway and Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

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Springbrook Civic Pay Platform-Treasurer Wilson submitted two quotes from Springbrook on Civic Pay Platform. This is another option to provide Utility Billing Customers to pay their bill on-line. Option 1, the yearly fee is $1,500.00. The fee includes the Civic Pay Pad and on-line Voice Subscription. The transaction fee to the customer is less than the $3.00 fee we are currently charging to the customer to pay by debit or credit card. Option 2 the yearly fee is $5,075.00 this includes the Civic Pay Pad, on-line Voice Subscription and a monthly auto call to customers who are delinquent to remind them to pay the bill. The auto call service is $3,575.00 more a year. Wilson commented on a monthly basis there is only a small amount of customers who are late on their bill and she did not think it was worth the cost to have this extra service, and currently customers are notified with a delinquent notice in the mail. By using the Springbrook Civic Pay Platform this will help eliminate fraud with the customers in charge of their transactions. The link will be added to the City’s Website and educational information regarding the Civic Pay Platform will go out to the customers in their monthly statement.

Councilmember Dunaway made a MOTION to move forward with Option 1 with Springbrook Civic Pay Platform. Councilmember Tilley seconded the option and it passed with a roll call vote resulting in all ayes.

Utility Billing Complaint-Clerk Montambo submitted a Memo regarding a Utility Billing Complaint to the Mayor and Council. Administrator Smathers reported he wanted the Council to know first hand on the results that were taken regarding the complaint.

Safe Route to School Business Retention Expansion Specialist-Chris St. Germaine reported through Safe Route to Schools a grant was received to include hiring a part time person to help St. Germaine implementation and management of the Safe Routes to School program with education, community awareness of pedestrian and bicycling safety through bike rodeos, “walking busses” and other activities. St. Germaine reported with this position she is collaborating with Jordan Howell, Chamber of Commerce Executive Director on Business Retention Expansion. St Germaine reported plans are ongoing to merge the Orofino Chamber of Commerce with CCED to create a county-wide marketing program. It was noted Elk River, Pierce and Weippe currently do not have a Chamber of Commerce. Business’s in the county are often overlooked through lack of advertising. St. Germaine reported the havoc the pandemic has incurred on small local business’s not knowing about the funding through the CARES Act to help small businesses stay afloat. St. Germaine commented she could use assistance in reaching out to all those businesses affected to help them understand the ways these funds can be accessed. St. Germaine and Howell will go to the Chamber of Commerce and ask if the Chamber can expand to the whole County. The City of Orofino will provide an office for Jordan Howell to work out of while she assists with St. Germaine on the Safe Route to Schools while continuing working part time for the Chamber of Commerce in expanding with the Economic Development county wide.
DEPARTMENTAL REPORTS

Administrator Administrator Smathers reported the Water/Wastewater Job was listed in the Clearwater Tribune, City Website and Social Media. The closing date for applications is 5:00 p.m., January 5, 2020. Smathers commented Jim Thornton and Michael Martin was able to locate the dead mouse in the city vehicle. They removed the mouse and sanitized the vehicle. It was noted UFO Committee Members walked the city owned property on Highway 12. The Committee reported the city property is not feasible to log and develop due to land slides and excess water from springs on the hill side. The trees are helping keep the ground in place from the excess water. It was mentioned the property right behind Department of Lands and CPTPA can be used for training for the Fire Crews during off Fire Season on falling some of the trees. Smathers reported the city purchased 4 animated coyote’s to erect in the park and airport. This was a new method of mitigating geese. Smathers was hoping this would help deter and mitigate the geese that are in the park and airport daily. Smathers received an email from City Attorney Vaage stating Ben Johnson, Surveyor, is writing up the property description on Braun Road. The City wanted to preserve the fifty foot (50’) right-of-way for a road for future development. The cost of the survey is $2,000. Administrator Smathers reported Mayor Simmons signed two request for funds from Blue Cross Community Transformation Grant. The funds will be used to purchase a seal a meal and trays for kids in need of a meal to take home with them and a map brochure mapping out the hiking, biking and walking trails. A new aluminum sign with the trails will be posted in a kiosk at the City Park. And lastly Smathers reported City Hall will close at noon on Christmas Eve and New Years Eve.


Building Official Building Official Perry reported to the Council with the mild weather conditions he is busy with numerous contractors finishing up building projects. In other news, Planning and Zoning Commission will meet this month discussing the Land Use Ordinance, and what’s allowed in residential areas.

Public Works Public Works Supervisor Miller reported the Contractors that are laying fiber optic are done boring under the streets and there were no issues. The department is caught up on leaf pick up on Riverside and in town. Public Works is busy organizing the shed’s on Highway 12 and making more room for storage. Craig will be out sweeping the roads before the cold weather and snow begins.

Police Police Chief Wilson reported he and Sheriff Chris Goetz met with Michael Garrett, School Superintendent. Superintendent Garrett was inquiring what can be done regarding drug use and vaping that’s taking place in the parking lots at Orofino and Timberline High Schools. Wilson stated the Principal have a right to search the lockers and vehicles on school property. A police officer is called when drugs are found in a locker or vehicles during school hours. It was noted the School District is ready to take a more active and aggressive approach with students if caught. Sheriff Goetz and Police Chief Wilson agreed to make an effort during the school year to appear.

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more at the school during events and during the week to help change the culture. In other news Wilson reported he was asked to represent the Law Enforcement with the Special Olympics Torch Run for January 2022 in Russia. The trip will be paid through Idaho’s Winter World Olympics. Jeff Greene from Peck Idaho will be part of the Torch Run in Russia.

Water/Wastewater-Water/Wastewater Martin reported he had no report other than the job vacancy advertisement will be posted in the Clearwater Tribune.

Fire-Fire Chief Hoyt reported the department is busy on different projects at the Fire Stations. In other news, Hoyt commented the Fire Department received $1,046.00 for cost recovery fees on Rescue Calls. Hoyt stated the City will receive funds once a month and right now there is $5,000 pending in past Rescue Calls.

ADJOURNMENT

At 7:00 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Tilley seconded the motion and it carried unanimously.

Sean Simmons, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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