MINUTES OF THE REGULAR COUNCIL MEETING 2/14/2023

Mayor Sean Simmons
6:00 p.m.

Pledge of Allegiance

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

Staff: Administrator-Ryan Smathers, Clerk Treasurer-Donna Wilson, Build Official Todd Perry, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin and Police Chief-Vincent Frazier

Absent: Fire Chief Jones


Media: Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes as written held on January 24, 2023. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

A copy of the Regular Urban Forests of Orofino Meeting Minutes held on January 10, 2023 and Special Session held January 17, 2023 was submitted to the Council for review and information only.

Before moving on to the Bills and Claims, Chief Frazier introduced the Police Departments two newest officers, Ty Smith and Joe Bruegeman. They are now full time and the department is fully staffed.

BILLS AND CLAIMS

Councilmember Donner made a MOTION to approve the regular bills, the additional bills and the payroll dated January 28, 2023 & February 11, 2023. Councilmember Tilley seconded the motion. Councilmember Donner questioned the QTP on the payroll. Clerk Treasurer Wilson responded that this is the personal leave cash out that the employees are allowed to take quarterly if they have City of Orofino Regular Council Meeting held 2/14/2023
the allotted amount of hours available. Councilmember Donner inquired about the Oxarc invoice for $7100. Water/Wastewater Supervisor Martin reported this is for the Water Department, they switched from Thatcher to Oxarc due to a savings of $2200 a month by switching vendors. Motion passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Grant Administration Contract Amendment – Krista Baker- CEDA – Krista reported that CEDA (Clearwater Economic Development Association) is doing the grant administration for the Champion Park restroom. There are a couple of amendments that they needed to make to the contract. The way it works is Orofino pays CEDA for grant administration and Idaho Department of Commerce reimbursed the City of Orofino. The amount is $10,000, which is staying the same. There are some categories that needed to be switched around. The original contract between City of Orofino and CEDA was $3,000 worth of labor monitoring which is making sure that Davis Bacon wages are being paid. CEDA is not sure that this is necessary anymore as the City is doing a lot of the work. The amount has been lowered to $1500. CEDA is overseeing the project monitoring to make sure all pieces are in place and that all of the Commerce rules are being followed. That was set at $1500, but has been adjusted to $2000. When Commerce provided the contract to Orofino, there was no civil rights to be done. Those are usually for contracts that are more than $200,000 and over, so the $500 charge was removed. The fair housing was a category that the original contract had nothing charged, but there was Fair Housing Works required by Commerce. That amount was adjusted to $1500. The total still adds up to $10,000. The complete scope of work is in the contract.

Councilmember Dunaway made a MOTION to accept the grant administration contract amendment on the Champion Park restroom. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

One Way Signage on Railroad Road – Tye Barnett whom lives on Railroad Road stated that he came to council looking to possibly get speed bumps. He does not see what the one way signs will help with the speeding problem. Tye states there isn’t a problem with the flow of traffic, just the speed. Chief Frazier reported that the complaint was speed in both directions. As we had that conversation about speed bumps might not be the way unless they could be moveable ones. The bottom line is the main access to that road was on one end or the other. The hill that comes off of Riverside Avenue on to Railroad Road making it a DO NOT ENTER and making the entrance off of Tamarac and Cedar going in either direction this would alleviate the length of time that people would have to fly off the hill and speed, just like what was done on the other end. This was just one of the suggestions that was brought up during the conversation during the course of Mr. Barnett talking about the speed bumps. With Public Works having to plow, speed bumps pose an issue. Public Works Supervisor Miller stated that he has everything needed to add the signs to have a trial period to see if it works. If not, they can go back and see another option. Councilmember Tilley inquired if Public Works looked in to some of the portable speed bumps? Chief Frazier
reported the portable speed bumps he looked at online average between $100-$500 depending on the make. Then Public Works would have to figure out how to fasten them down and then remove them during the winter. Like Public Works Supervisor Miller had stated, the One Way signs could be a test to see if it makes a difference, but there is no reason it would have to stay this way if it does not. But if it alleviates some of the burden that they are getting with the speed, it is worth a try. Councilmember Donner stated that the only problem he sees with this, it with sending all the traffic down to Tamarac to come back down the alley when baseball season starts is the parking lot. Chief Frazier stated that they would still have access to the parking lots coming off of Riverside Avenue. It would just be down the hill after the parking lots that there would be no access to unless they came from the other way. Tye commented that by the end of baseball season he would know if it works or if it doesn’t.

Councilmember Schrader made a MOTION to install the signs One Way signs as a test and if it doesn’t work we revisit it and take another route. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

**Additional Signage on Brown Ave School Zone & Stop Signs** – Councilmember Dunaway made a MOTION to have additional signage installed on Brown Avenue adding School Zone and Stop Signs. Councilmember Schrader seconded the motion. Councilmember Donner inquired on where the additional signs would be? Chief Frazier stated that if stop signs are being installed, they would be at intersections that do not currently have them. The smart places to put the School Zone signs would be on Kalaspo and Brown in line with the current ones that are already on Michigan Avenue. Clerk Treasurer reported that Brenda Drobish the Safe Routes to School coordinator did mention about possibly helping to pay for those school zone signs. Motion passed with a roll call vote resulting in all ayes.

**Susan Jacobson – CCED Introductions** – Susan stated that she is looking forward to working together and if anyone has any ideas of things that they’d like to see to reach out to her. She will have some surveys coming out to get a feel for where people’s priorities are on what they would like to see in the role of economic development and the vision for the community.

**DEPARTMENTAL REPORTS**

Administrator-Administrator Smathers reported the nuisance at 1290 Michigan has been abated. It took about six hours. Building Official Perry, Public Works crew, Police Officer, Simmons NADL, the prison and Orofino Body Shop met at the scene. There were two roll off dumpsters and three dump trucks taken out of the property that day. This address the immediate issues and looks better. The property owner was helping and very cordial and the problem is getting better. Smathers reported that he met with JUB Engineers with the Airport project. That is on track for partial completion this summer. The fence project is on hold as FAA wants the City’s plan updated because of the mistake at the far end of the Airport from the previous engineers. FAA was not aware of the issue; now that they are they want to go back to the drawing board and fix that error before we finish the rest of it. Smathers reported that Public Works Supervisor Miller, Clerk City of Orofino Regular Council Meeting held 2/14/2023
Treasurer Wilson and himself are in the process of scoring the engineering proposals on the Highway 12 path walkway that has to be done per project. Smathers reported he is working on the AARP grant that he spoke about at the previous council meeting. Councilmember Gladhart inquired since we had to clean up on Michigan does the City get reimbursed? Smathers stated that costs were still being added up. Once that is done, those costs will be presented to the property owner; if it’s not paid, it will be levied against their property taxes. Chief Frazier state that the property owner has also been cited and will come back in some restitution. Smathers stated that most the costs we have, just waiting on a bill from Simmons NADL for the dumpsters and fees. Councilmember Gladhart inquired about the camper? Smathers stated that the day that the property was to be abated, there was someone living in the camper. They made an agreement with him and that they would give him two weeks and then he needed to vacate. Building Official Perry stated that the camper was a separate offense and it wasn’t specifically listed in the nuisance ordinance. So the day that the City was there, they couldn’t move it. He did make a deal with the City that he would have it out of there and register the rest of the vehicles in two weeks to be in compliance. That will be checked on by the end of the week.

Clerk Treasurer-Clerk Treasurer Wilson reported that she is now a certified Risk Manager. Councilmember Donner inquired about the Highway Users monies received in the amount of $71,590 that was taken in for Fiscal Year 2020-2021. Wilson believes there were extra monies given during that time, but would need to research back to that year to find out.

Building Official-Building Official Perry has received several building permit applications. One for a new commercial building, five new dwelling units and a remodel for an addition in the floodplain.

Public Works-Public Works Supervisor Miller reported that he has finished his risk manager training and is now certified. The department has taken advantage of the good weather and has done some sweeping and leaf pickup. Miller believes we will see some more snow before the month is over but fitting in some other things where they can. There was a situation with a private sewer line on upper Michigan that was plugged. They assisted with that because it affected our system. They were able to get it dug up and camera the line. The conduit that was done two and a half years ago has been sitting in the top half of a four inch line. The sewer has been flowing and something got in there and it backed it up. They are pursuing a claim on that. Miller reported that they did get the first portion of the Police Department’s sidewalk taken out. They are just waiting on better weather and contractors to get it taken care of. One of their bigger projects they have just started is the Pine Heights cla-valve. It is a ticking time bomb. It is very high pressure and it is old. Rod Anderson from A&R Construction sent him four different scenarios and plans that make up the vault and have decided on one that they are going to build. Waiting for a break in the weather to work on that. The CIPP (sewer slip lining) is scheduled for the week of March 20-24th. That is pending weather as well. That is why they have put it off till the end of March, hoping that it will be dry and not have such high sewer flows to deal with. It looks like March is going to be very busy with the two large projects. Is going to try to get to paving earlier this year. Councilmember Donner stated that a couple of them have changed their mind in regards to the heated sidewalk issue. They think it is a good idea now. Water/Wastewater Supervisor Martin

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stated that he is working on getting some pricing. There is going to be quite a bit of electrical because it needs 50 amp breakers for each section. They need to figure out if there is that type of power to the building. This could be the only downfall; only the front may be able to be done, but it just depends on what is available. Councilmember Tilley stated that he was asked about the Christmas lights and decorations that are in the park. Public Works Supervisor Miller stated that they unplugged the lights, but the Chamber of Commerce is responsible for those.

Police-Police Chief Frazier reported business has been pretty steady. He introduced the two new officers. Ty has been working for the department part-time and can just slide in to the schedule with very little instruction. Joe is going to need to be put through and FTO program. Currently he is with Sergeant Deitrick as part of his FTO program. It could be three months before he can be out on his own. The academy is well behind but they are in the POST pipeline. Chief Frazier reported they are addressing the issues on Brown and Kalaspo. They have had patrolmen in that area during school time. They have issued cite during that timeframe. They have had a presence in that neighborhood and will continue.

Water/Wastewater-Water/Wastewater Supervisor Martin reported he has been working on the lead and copper rule revisions. The lead and copper rule holds all municipalities feet to the fire to test water going in to people’s homes for lead and copper concentrations and requires us to have a corrosion control program to try to mitigate them. The revision now is a complete inventory of all of our main service lines, trunk lines and even the individual homeowner’s lines that we have to identify and inventory what they are made of. We have 1100 connections that if we don’t know or can’t find on some kind of old building permit, we’ll have to physically dig it up, touch it and tell what it is. That cast into another era of replacement of lead lines. We know we don’t have lead lines; we’re not that old of a town. All of our lines are more up to date except for maybe lead and copper from the 70’s. A lot of this is triggered from Flint, Michigan and EPA. It is going to be an arduous task. Martin stated he may need to pull in some help as it is a lot of work to try to identify everything underground. One thing we have going for us is having a master water plan. Most of the City’s water lines are pretty well identified. It is going to be the main individual home in people’s yards that is going to be very difficult. Councilmember Swayne inquired if this information could be included on the GIS mapping that JUB Engineering is working on? Martin stated that this has been going on for maybe a year and they only have until October 2024 to finish this whole inventory. There have been a lot of seminars, online classes and classes in person to try to explain to people how to do it. He will be pulling in a lot and the information that we can share with them and get it put on with GIS. He doesn’t foresee doing any line replacements. There is a lot of free grant money to pay for homeowners replacement at no cost to them.

Fire- Fire Chief Jones was not in attendance.

PUBLIC COMMENT

John Erbst inquired about the fence being put back up at the grade school? Public Works Supervisor Miller stated that it would be put back up when the project at the basketball courts is finished. Administrator Smathers reported there is more sidewalk path around it, two handicap City of Orofino Regular Council Meeting held 2/14/2023
parking spaces and Avista has to bury their service line before the fence can go back up. The waiting has been on the concrete contractor. We have been in contact with the contractor every week and we have three projects waiting for him.

At 6:38 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 Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

ADJOURNMENT

At 6:54 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Schrader seconded the motion and it carried unanimously.

ATTEST:

Donna M Wilson, City Clerk Treasurer

Sean Simmons, Mayor

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