MINUTES OF THE REGULAR COUNCIL MEETING 3/22/2022

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, Treasurer-Donna Wilson, Building Official-Todd Perry, Water/Wastewater Supervisor-Michael Martin, Police Chief-Jeff Wilson and Interim Fire Chief-Bart Jones

Absent: Clerk-Janet R. Montambo and Public Works Supervisor-Shane Miller

Guests: Kayla Brown, J-U-B Engineers, Loretta Stout, Helen Clark, Shelly Donner and Mary Wilson

Media: Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes as written held on March 8, 2022. Councilmember Gladhart 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 February 15, 2022 was submitted to the Council for review and information.

The Minutes of the Ad-Hoc Committee Meeting held on March 16, 2022 was submitted to the Council for review and information.

BILLS AND CLAIMS

Councilmember Schrader made a MOTION to approve the regular bills and the additional bills and the payroll dated March 12, 2022. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all aye.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

J-U-B Contract Parallel Taxiway Mill & Overlay, and FAA A.I.P. 3-16-0026-013-2022-Kayla Brown, JUB Engineer reported the FAA Application is completed and the J-U-B Contract for the Airport improvements is included. The application is for repaving the Parallel Taxiway Mill and City of Orofino Regular Council Meeting held 3/22/2022
complete the parameter fence on the north side to help prevent Wildlife from entering into the airport. FAA will cover 90% of the total cost with State 2.5% funds and City of Orofino match of 7.5% or $16,000. Councilmember Dunaway made a MOTION to approve J-U-B Contract and FAA A.I.P 3-16-0026-013-2022 Grant Application. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

In other news, Ms. Brown updated the Council regarding the Traffic Study for Highway 7 and ITD will begin collecting data. Steven Schram, Moscow J-U-B Engineer has begun updates for the Master Water Plan, and the GIS Mapping is in the process, they have received the plat maps from the city and scanned them in and now working on identifying all of the water and sewer lines through-out the city.

2022 Arbor Day Proclamation-A copy of the 2022 Arbor Day Proclamation was submitted to the Council and media for information only. Mayor Simmons is proclaiming April 30th, 2022 as Arbor Day in the City of Orofino. The proclamation is for all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands and to plant and care for trees promoting the well-being for future generations.

Education of Young Children April 11-17, 2022 Proclamation-Mayor Simmons signed a Proclamation proclaiming April 2-8, 2022 as Idaho Association for the Education of Young Children. Mayor Simmons is encouraging all citizens to work to support and invest in early childhood in Orofino.

DEPARTMENTAL REPORTS

Administrator-Administrator Smathers reported he along with Mayor Simmons met with Idaho Department of Lands (IDL) and Clearwater Potlatch Timber Protective Agency (CPTPA) regarding the Helitac Team to possibly stage a helicopter and trailer for their office and housing for their crew at the airport to be better prepared for the fire season. In other news, Smathers has been busy working with Kayla Brown, JUB and Roxanne Trotter, FAA gathering information and working on the application for airport funding. Administrator Smathers will refer the rest of his report to the Executive Session.

Treasurer-A copy of the Clearwater County Tax Recap Report ending March 2022 was submitted to the Council for review.

Building Official-A copy of the February 2022 Building Permit Report was submitted to the Council for review. Building Official Perry reported at the last Planning and Zoning Meeting the Commission reviewed and had discussion on Chapter 3 in the Comprehensive Plan. Perry stated there are housing charts and they were wondering if they are accurate. More discussion will take place on goals and procedures need to be updated for the current situation for Orofino. Planning and Zoning will hold a public hearing and submit an amendment to the Comprehensive Plan for Council approval.

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Public Works-No report. Public Works Supervisor Miller was not in attendance of the meeting. Administrator Smathers reported on behalf of Public Works they are doing spring cleaning with street sweeping and cleaning sidewalks. Currently, they are trying and working on putting the park equipment together. Apparently there is a three hundred pages of instruction booklet on how to put all the pieces together.

Police-Police Chief Wilson reported he is busy with the Emergency Coronavirus Grant and soon will have it completed and will receive the full $67,000 to go towards the updates in the police department. In other news, Wilson reported they are all working on consuming cases. Sgt. Frazier is coming to a conclusion on a four to five month case. A warrant has been issued for arrest. Wilson could not give any more information because ongoing investigation.

Chief Wilson will be contacting PERSI and begin working on a transition plan for retiring possibly by January 2023. As soon as he knows more information he will firm up a target date and would like to put a plan together to submit to the Council.

The Police Department will have in house training with CompuNet on the new technology for teleconferencing and the security points that was installed in the police building. It was noted as soon as they complete the building they will extend an invite to the Council for a walk through of the building.

Water/Wastewater-Water/Wastewater Supervisor Martin reported they re-established the water pay station and was inquiring if the Council will increase the fee for bulk water sales. Council requested to put on the next agenda to discuss fee increase. Treasurer Wilson reported if they decide to increase the fee the Council will have to hold a public hearing.

Fire -Interim Fire Chief Jones reported there was over 250 fireman attending this last week’s Fire Academy and wanted to thank Clearwater Fire Chiefs Association for their help in organizing the academy. Chief Jones reported he received two applicants for the fire department. This past week the fire department responded to 4-fire calls and 4-rescue calls since last Council meeting.

PUBLIC COMMENT

Helen Clark announced that she is running for Clearwater County Clerk in the May 17th, 2022 Primary Election.

EXECUTIVE SESSION

At 6:24 p.m., Councilmember Dunaway made a MOTION to go into executive session pursuant to Idaho Code 74-206 subsection 1 (b)to consider the evaluation, dismissal or disciplining of or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public school student. Councilmember Schrader seconded the motion with a request to have a roll call vote. The roll call vote resulted in all ayes.

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Councilmember Dunaway made a Motion to return to regular session. Councilmember Gladhart seconded the motion and it passed unanimously.

ADJOURNMENT

At 6:57 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Gladhart seconded the motion and it passed unanimously.

Sean Simmons, Mayor

ATTEST:

Donna Wilson, Treasurer/Deputy City Clerk

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