MINUTES OF THE REGULAR COUNCIL MEETING HELD 5/14/2019

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: 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

Absent: City Administrator-Rick E. Laam

Guests: Chris Goetz-4-H Leader, Erin Rodgers-4-H Program Manager, Dennis Fuller-Clearwater County Fair Board, Holly Hardin, Mike Hardin, Chris St. Germaine, Diana M. Fuller, Jerry Johnson and Bart Jones

Media: No one in attendance

AMENDMENT TO AGENDA

Councilmember Schrader made a MOTION to amend the agenda and add the Additional Bills as presented and the Payroll ending May 11, 2019. Councilmember Simmons 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 as written April 23, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

The Regular Urban Forests of Orofino Meeting Minutes for April 2, 2019 was submitted to the Council for review.

The Work Session Meeting Minutes for May 7, 2019 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 April 27 and May 11, 2019. Councilmembers Swayne and Gardner seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Horse Arena Fence Panels-Dennis Fuller, Clearwater County Fair Board presented the Council a few pictures and quotes for costs on fence panels for the Park Arena. Fuller stated costs to replace the Horse Arena fence panels was as high as $10,000 to $15,000. Fuller was looking for a solution and was requesting direction and help with a grant or to figure out some kind of funding to help purchase these panels. Fuller commented the fence is very heavy and dangerous to take down and put up numerous time throughout the year.

Chris Goetz, 4-H Leader apprised the Council that he measured the arena panels and checked into the price for light weight galvanized panels. Goetz found out the heavy panels are worth $150 each. The value is there and can be sold to purchase new light weight galvanized panels. Goetz suggested to keep some of the heavier panels and place them in concrete in front of the cement sidewalk by the bleachers using them as an anchor. The light weight panels can be erected easily and attach to the heavier anchored panels for support for the arena. The lighter weight panels can be placed on a trailer and stored in the barn when not in use. Several years ago, Goetz had proposed a creation of an Arena Advisory Committee, but never seen one materialized. Goetz had voiced his concerns and said the arena area is not always returned to the condition that it was in before an event. The City calendar does not always reflect the actual use time with events that need several days for setup and tear down. This has caused other users to believe that the arena is available when it is really not ready for use. The facility is damaged and not reported due to the lack of a formal check out/check in process. Improvements made to the area that do not comply with applicable laws and regulations. Goetz was proposing the Council to create a committee of the primary stake holders, and give input to the City Council on matters concerning the arena area of the City Park. Topics for the Committee to be involved with is a Set standard condition of the arena area. Creating a check list for check out and check in of the arena. Review of new events for appropriateness of the facility for the event and any special conditions that may need to be included for the event. Review any capital improvement requests or projects. Recommend improvements to the area that would make it more appealing to new events. It was noted Public Works Shane Miller, Building Official Todd Perry and Water/Wastewater Supervisor Michael Martin was on that Committee and worked together on a Master Park and Recreation Plan. Perry commented that it was hard to meet with the groups and discuss potential conflicts and vision of the park when some suggestion was made and became a conflict and was very controversial. Perry stated the last couple of years changes were made in the arena unbeknownst to the City. The Committee needed direction from the Council before a Standard was set for the Arena and Park. Councilmembers all voiced that they are receptive to a Committee with the other primary stake holders. Mayor Smathers referred the subject to a Work Session scheduled for June 4, 2019 at 6:00 p.m. to conclude on a Park/Arena Policy before actually initiating another Committee. Chris Goetz City of Orofino Regular Council Meeting held 5/14/2019
will get a list on names to work with the Council on a Park Plan. Goetz commented he will work with Clearwater County Fair Board and work out details for the new fence panels and hope to have them before the next 4-H Horse Show in June. In the meantime, Fuller will have the fence panels taken down on the morning of May 29, 2019 before the Lewis Clark Bluegrass Event takes place.

CCED Pledge-Councilmember Schrader made a MOTION for the City of Orofino to pledge $10,000 towards the 2020 Clearwater County Economic Development program. Councilmember Simmons seconded the motion and it passed with roll call vote resulting in all ayes.

ID Commerce Award Letter ICDBG Grant-The City of Orofino received notification from Dennis J. Porter, Idaho Commerce. The City was awarded $300,000 Idaho Rural Community Block Grant (ICDBG) for the Business Park Expansion Project for the SJX Business addition.

ID Commerce Gem Grant-Chris St. Germaine, Clearwater Economic Development Specialist introduced Jerry Johnson, the new owner of the Tri-Pro mill property to the Mayor and Council. Mr. Johnson is working with engineers to develop a site plan for a new plant and to develop a value-added wood products manufacturing facility. The proposal is to facilitate a financial feasibility study and market analysis of a Cross Laminated Timber (CLT) manufacturing facility at the former Tri Pro site. Mr. Johnson gave a brief report on what a CLT manufacturing facility function would be and if successful would be a positive direction for Orofino and Clearwater County economy. The CLT manufacturing facility will employee 20-40 persons. St. Germaine was applying for a $10,000 grant to go towards a feasibility study of a CLT manufacturing at the Tri Pro site.

Councilmember Gardner made a MOTION to move forward and submit the ID Commerce Gem Grant application. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

USDA Rural Business Development Opportunity Zoned Market Engagement Plan Grant-Chris St. Germaine is applying for another Grant for the CLT Manufacturing Plant. This grant is in the amount of $10,000 from USDA RBDG funds and will be used to develop and produce a Opportunity Zone Engagement plan/report. This report will be used by the developer to seek out Opportunity Fund investment for manufacturing plant construction.

Councilmember Gardner made a MOTION to move forward and submit the USDA Rural Business Development Opportunity Zoned Market Engagement Plan Grant in the amount of $10,000. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Downtown Parking Lines Painting Project-The Downtown Parking Lines Painting Project was the result of a Work Session Meeting held on May 7, 2019. The Council met with city staff and Jared Gray owner of a business located on Johnson Avenue. Gray was requesting the City Council to reconsider the diagonal parking and one-way routes on Johnson Avenue and Main Street. After further discussion it was noted that diagonal parking will not work on Johnson Avenue and Main Street.
Street for the fact the streets are not wide enough to handle parking and through traffic. A suggestion was to paint T lines by the curbs designating parking spaces. By doing T lines this will help direct a motorist to park between the lines instead of leaving two to three feet in-between vehicles. This will help eliminate the sloppy parking and make room for more vehicles to park.

Councilmember Schrader made a MOTION for Public Works Crew to paint T Lines for parking spaces on Johnson, Main, College and First Streets. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

Annexation Finds and Fact-Planning & Zoning Commission Recommendation-Mayor Smathers recused himself from the meeting. Mayor Pro-Tem Gardner resided and asked Building Official Perry to continue with the Finds and Fact of Planning and Zoning Commission’s recommendation of the Annexation Request.

Building Official Perry reported Planning and Zoning received the Annexation and Zoning Classification of 319 115th Street. The request is for voluntarily annexation into the city limits of Orofino along with an annexation plan and zoning classification. The proposed annexation plan classifies as a Category A with a zoning recommendation of R-3, Multiple-Family Residential District. The City Council received a letter of authorization by Ms. Richardson, the current land owner authorizing for annex real property located at 319 115th Street dated March 11, 2019, and authorizing Ryan and Heather Smathers to request annexation prior to final closing of the sale and consenting to annexation. The property is contiguous and adjacent to the city boundaries. Based upon all of the information and testimony given at the public hearing and in accordance with City Code and Idaho Code, the Planning and Zoning Commission has determined the classification procedure defining Category A Annexation were met, and is recommending to the City Council, as governing board, to declare the property being annexed at 319 115th Street, Orofino, ID, be zoned R-3, Multiple-Family Dwelling District. After no further discussion the recommendation will be forwarded later in the meeting under the Ordinance No. 803.

DEPARTMENTAL REPORTS

Administrator-City Administrator was not in attendance of the meeting. No report.

Treasurer-Treasurer Wilson submitted the State Revenue Recap, Cable & Electric Revenue Recap Reports to the Council for review.

Building Official-Building Official Perry submitted the April 2019 Building Permit Report for Council review. Perry reported he met with Mindy Thorpe, the Regional Specialist with the Census 2020 to help raise awareness of the upcoming census. Beginning in March of 2020 people can register with the census online and answer eleven question. The Census can be called in by phone or mailed. Perry commented Day Cares will be looked at closer. The single parents were not registering their kids because they live with the parent half of the year. Many young children were not counted accurately.

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Public Works-Public Works Miller reported public works crew is patching pot holes. It was noted the ADA ramps are completed on the corner of South H Street and Michigan, now they will begin to replace the corners with ADA ramps on the North side of H Street and Michigan. In other news Miller met with Bill Burke and they did a survey on manholes, now he will schedule repairs, it’s a system wide issue where it was identified the grout and seals have deteriorated around the manholes and allowing ground water to enter into the sewer system.

Police-Police Chief Wilson reported Spot Crime.Com on crime mapping is up and running for the Orofino Police Department. Anyone can browse by State and see map and categories of crime by clicking on each incident. Wilson will print off a re-occurring report to provide to the Council for review.

Water/Wastewater-Water/Wastewater Supervisor Martin reported routine maintenance at the water and wastewater plants. Martin commented since he changed the directions on the water dispenser, more people are understanding on how to purchase bulk water.

Fire-Assistant Fire Chief Brink reported Burn Permits for open burning in the City Limits will be closed tomorrow on May 15th for the summer. In other news Brink reported the Orofino Fire Department responded to a fire call at the Orofino Business Center on SJX side. The report was smoke was spotted and when responded to the call there was no one on site for the fire department to enter into the building and had no one to contact of the business. Cory Pollock who was working late on the other side of the building assisted the Fire Department in gaining entry to the building through the back. It was noted the vacuum pump inside the building was heating up and smoking and personnel had commented that it happens often and the Fire Department unplugged the vacuum pump when they were able to gain entry. Brink commented that a conversation with the owners needs to happen in the event if this occurs again on the best way for Fire Department to respond to a fire, they did not want to destroy into the building.

ORDINANCE

Ordinance No. 803-Annexation 319 115th Street-AN ORDINANCE OF THE CITY OF OROFINO, IDAHO, CLEARWATER COUNTY, PROVIDING FOR AUTHORITY TO ANNEX CERTAIN REAL PROPERTY INTO THE CITY; PROVIDING FOR THE ZONING CLASSIFICATION OF SAID REAL PROPERTY; AUTHORIZING THE ZONING ADMINISTRATOR TO AMEND THE EXISTING LEGAL DESCRIPTION OF THE CITY BOUNDARIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Dunaway made a MOTION to accept the City of Orofino Planning and Zoning Commission’s recommendation to adopt the Plan and declare the property being annexed at 319 115th Street be Zoned R-3 Multi-Family Dwelling District. Councilmember Dunaway added to her MOTION pursuant to Idaho Code 50-902 to suspend reading Ordinance No. 803 requiring three complete and separate readings, and that it be read in its entirety one time. Councilmember Simmons seconded the motion. Clerk Montambo read Ordinance No. 803 in its entirety. Roll City of Orofino Regular Council Meeting held 5/14/2019
Call vote is as follows: Councilmember Simmons, Aye; Councilmember Dunaway Aye; Councilmember Schrader, Aye; Councilmember Swayne, Aye, Councilmember Tilley Aye; and Mayor-Pro Tem Gardner, Aye. The motion passed unanimously.

ANNOUNCEMENTS

Mayor Smathers announced Avista Corporation is replacing the Banner Poles in the park and replacing them with a LED giant reader board. Avista Corporation purchased three of them to place one in Orofino, Nezperce and Kamiah.

Councilmember Simmons reminded everyone to get out and vote on May 21, 2019 for the Library Board Election.

COUNCIL COMMENT

Councilmember Schrader inquired and had concern on gaining access to Orofino Business Center when responding to a fire call. Assistant Fire Chief Brink commented this warrants a discussion to the Business Owners in the event if the Orofino Fire Department needs to respond to a fire at that building.

PUBLIC COMMENT

Building Official Perry commented when meeting with Council and Staff during the Work Session a policy would need to be drafted on expectations of the park and arena before an actual Committee is formed with the different entity's to follow in the future. The next Work Session is scheduled June 4th, 2019 at 6:00 p.m.

ADJOURNMENT

At 7:30 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Swayne seconded the motion and it carried unanimously.

ATTEST: Ryan Smathers, Mayor

Janet R. Montambo, City Clerk

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