MINUTES OF THE REGULAR COUNCIL MEETING HELD 5/22/2018
Mayor Ryan Smathers
6:00 p.m.

Pledge of Allegiance

Council Members
Present: Jennifer Dunaway, Mark Swayne, Shannon Schrader, Josh Tilley and Sean Simmons
Absent: Don Gardner

Staff: City Administrator-Rick E. Laam, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Building Official-Todd Perry, Water/Wastewater Supervisor-Michael Martin, Police Chief-Jeff Wilson and Assistant Fire Chief-Keith Brink
Absent: Public Works Supervisor-Shane Miller

Guest: Heather Tallmadge, Keelan Chen, Connor Shockman and Kathryn Beardin
Media: Elizabeth Morgan and Nancy Butler

AMENDMENT TO AGENDA

Councilmember Simmons made a MOTION to amend the agenda and add the Additional Bills as presented and CEDA’s Rural Broadband Training Assistance for Rural Idaho Community/Assurance Agreement. Councilmember Swayne seconded the motion and passed with a roll call vote resulting in all ayes.

MINUTES

The Regular Council Meeting Minutes held on May 8, 2018 were approved by a MOTION made by Councilmember Swayne. Councilmember Tilley 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 on April 17, 2018 were submitted for Council review.

The Minutes of the Regular Urban Forests of Orofino Meeting held on May 1, 2018 were submitted to the Council for review.

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Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented plus the Payroll ending May 12, 2018. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Bid Tabulation-A copy of the Bid Tabulation results for the sale of 10478 Highway 12 was submitted for Council review. There were no bids that came in on the property. Mayor Smathers inquired about the process to dispose of property. Administrator Laam suggested have Public Works Crew clean up the property, level it by filling the hole and remove the concrete that was left there when the contractor demolished the house. Make the property more presentable and then place a “For Sale Sign” on the property. This might draw more interested individuals with the property posted.

ICRMP-The City of Orofino received a letter from Jack Buell, Board Chairman of ICRMP Board of Trustees apprising the City, ICRMP’s Executive Director, Rick Ferguson, is leaving to take a leadership role with the Idaho State Insurance Fund. Tim Osborne, ICRMP’s Controller for the past twenty years, has been appointed Interim Executive Director effective June 1, 2018.

CEDA’S Rural Broadband Training and Assistance for Rural Idaho Communities/Assurance Agreement-Administrator Laam reported this information came in at the last minute. CEDA is applying for a grant and trying to get confirmation from all Cities, Counties, local businesses, school districts and healthcare or emergency service folks if they would be interested in Training Workshops and Technical Assistance for support promoting or planning of broadband infrastructure within the city or to the city. Laam was told the city can sign up now but not be obligated if they chose to back out at last minute. If you do not sign up in beginning the city would not be able to participate. The program is dependent on grant funding. To have a chance to participate, the city must complete and sign USDA Form RD 400-4, Assurance Agreement for CEDA’s Broadband Training. CEDA will assist in helping the community to develop stakeholder partnerships and finding technical and funding resources to address broadband issues. Three, 12-month training courses will be offered at no cost to participants.

Councilmember Swayne made a MOTION to have Mayor Smathers sign the Assurance Agreement for CEDA’s Broadband Grant. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

DEPARTMENTAL REPORTS

Administrator-Administrator Laam reported the past two weeks he attended the Spring PRIMA training in Boise, Pocatello and Coeur’d Alene. October of 2018 will be his last time serving on PRIMA training with ICRMP. In other news, Laam commented he is

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working with Department Heads and Donna on the Budget and hopes to have a first draft to the Council at the June 12 meeting.

It was noted Laam is still working with FAA on the three separate projects for the Orofino Airport. It will not be completed this year but next fiscal year.

Laam announced the advertisement for the Utility Billing Clerk position will close on May 24, 2018. Laam inquired anyone from the Council who would like to sit on the interview panel to please let him know. Laam is still working on a Fire Chief Application packet for the near future.

**Treasurer**-Treasurer Wilson submitted the Revenue vs. Expenditure by Fund Report ending April 2018 for Council review. In other news Wilson reported the City received the State of Idaho ERF reimbursement May 1, 2018 for the Michigan Avenue work in the amount of $306,060.30. When amending the current year budget that amount will be placed in the street fund.

**Building Official**-Building Official Perry submitted the April 2018 Building Permit Report for Council review. Perry reported he sent out two courtesy letters out for Nuisances. One was actually a nuisance and the land owner has thirty days to mitigate his nuisance.

**Public Works**-No report. Public Works Supervisor Miller was not in attendance of the meeting.

**Police**-Police Chief Wilson reported the new police vehicles the labor is one third of the cost that was quoted. Typically it is approximately fifty hours putting together the equipment and incorporate the graphics. This Thursday Wilson will take the last vehicle down and bring the third one back from Boise. The last vehicle is the K-9 pickup. Wilson was able to purchase a Dodge Bucket Seat to put in place where the bench seat was. The bucket seat will accommodate an arrestee and a platform will be installed for the K-9 with a cage to separate the two in the back seat of the pickup. Wilson received positive feedback from his officer’s regarding the new vehicles.

**Water/Wastewater**-Water/Wastewater Supervisor Martin reported he ordered Geo tubes to help with dewatering the sludge, with the high water there is extensive garbage coming into the plant. The sewer pump building was removed, now he will work with a contractor to get the concrete poured for the new screen to be placed. Martin commented tomorrow he will be giving three separate 5th grader groups a tour of the Wastewater Plant and Water Plant.

**Fire**-Assistant Fire Chief Brink reported nothing significant going on in the Fire Department to report. Brink commented beginning tomorrow he will have three groups of 1st graders touring the Fire Station and Fire Trucks.
PUBLIC COMMENT

Mayor Smathers welcomed four students from Orofino High School Government Class.

ADJOURNMENT

At 6:33 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Simmons seconded the motion and it carried unanimously.

Ryan Smathers, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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