MINUTES OF THE REGULAR COUNCIL MEETING HELD 6/25/2019

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: City Administrator-Rick E. Laam, 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

Guests: Mitchell Marx and Scott Taylor, Presnell Gage

Media: Elizabeth Morgan

AMENDMENT TO AGENDA

Councilmember Gardner made a MOTION to amend the agenda and add the Additional Bills as presented, the Payroll ending June 22, 2019 and the State Revenue Recap Report. Councilmember Swayne 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 June 11, 2019. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

The Urban Forests of Orofino Regular Minutes for the June 4, 2019 Meeting was submitted to the Council for review.

BILL AND CLAIMS

Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending June 22, 2019. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

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Audit Presentation FY ending Sept. 30, 2018—Mitchell Marx of Presnell Gage presented the FY ending September 30, 2018 Audit for Council review. Marx reported as auditors they are responsible to provide additional information regarding the scope and results of the audit to assist the audit committee in overseeing the financial reporting and disclosure process for which management is responsible. Marx’s report to the Council included Audited Financial Statements, Auditors Reports, Scope of Audit, Accounting Policies, Financial Statements. It was noted in this FY 2018 the unbillable water accounted for dropped down to 5.5%. Marx commented an increase in the city’s capital assets was due to annexation of Konkolville where the city acquired the KWC infrastructure, worth $420,000. Marx reported there were no disagreements concerning the financial statements and the auditor's reports and wanted to thank the city staff for their help providing the needed information for the audit.

2019 Obstruction Removal Project Bid Results—Administrator Laam reported the city received only one bid. After FAA and Engineers reviewed the bid they both rejected the bid. It came in four times higher than the expected quote. Laam commented twelve bids were sent out but everyone who has bid on the estimate came in higher, apparently the fence is the problem and most bidder’s want to take the fence out and replace it. Laam reported Phase 2 and Phase 3 of the airport will be carried over until next year. Councilmember Schrader made a MOTION to deny Crea Construction’s Bid. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes. It was noted the airport will be closed July 8, 9 and 10, for the contractor to complete the paving of the runway, taxi-way and apron at the airport.

NADL Enterprise Letter of Request—CPI Increase—The City of Orofino received notification from Robert Simmons, owner of NADL Enterprises requesting a 2.9% increase based on the current CPI. Administrator Laam reported this request is pursuant to their contract and the city cannot deny the request unless we re-negotiate the contract.

DEPARTMENTAL REPORTS

Administrator—Administrator Laam reported he will have the first draft of the budget at the July 9, council meeting and a copy of an updated Personnel Policy along with a memo on the updates for the policy.

Treasurer—Treasurer Wilson submitted the Revenue vs. Expenditure by Fund Report ending April 2019 and the Clearwater County Tax Recap Report to the Council for review.

Building Official—Building Official Perry reported he received plans for a 2000 square foot new dwelling with attached garage to be built on 122nd Street. A local contractor will be building the spec house. In other news, Perry reported at the last Planning and Zoning meeting discussion took place regarding removing storage units out of the MXD (Mixed Use District) as an allowed right in that district. If it is removed then Storage Units will have to go through a Special Use and that would take a process. Planning and Zoning would hold a public hearing and it’s a legislative
decision. Perry was inquiring from Council members if anyone had any reservations, thoughts or questions. Councilmember Gardner commented part of the goal is curb appeal and he does not want to see more Storage Units throughout town, “our city needs housing and not more storage units”, he would like Planning and Zoning to move forward to begin the process of changing what is allowed in Mixed Use District.

Public Works—Public Works Supervisor Miller reported he is working with Avista while they install underground power conduit for the new expansion at Orofino Business Center. In other news, Miller presented Councilmembers a few pictures of the new outfitted vehicle for public works. Miller commented there is a lot of storage for various tools. This alone is a big savings of not having to go back to the shop to get the required tools to fix something. It was noted Miller is looking to replace the street sweeper and older vehicles in the upcoming years.

Police—Police Chief Wilson reported to the Council now that all of the police vehicles were equipped with new laptops, printers he is sitting on 7 used laptops. Wilson reached out to Darby Zick, Emergency Management Services (EMS) and inquired if they have a need for the laptops and printers. Zick is very interested and can use the laptops in the ambulances. Wilson needed Council’s approval before he can turn the laptops and printers over to EMS. Councilmember Dunaway made a MOTION to transfer Orofino Police Department’s lap tops and all necessary hardware as is to EMS. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes. Police Chief Wilson commented with the upcoming July 4th celebrations, OPD will have no toleration for Fireworks that are illegal and will be confiscated.

Police Chief Wilson reported an issue that was brought to his attention through Building Official Perry regarding people living in a camper on Main Street. Wilson commented that it is a zoning issue and after further investigation the people stated they only come once in a while and stay there while doing work for a relative who owns the camp trailer. Wilson reported throughout the city there are several camp trailers people are living in whether it starts out temporary it looks more permanent. Debco’s lot on Vida has several camp trailers where some of his workers reside while working for Debco and a fifth wheel trailer on Michigan is where Paul Nelson resides and another camp trailer on Jerome. Wilson was asking Council direction do you want him to sight the property owner, or sight the offender (person) staying in the trailer. After Council discussion it was noted the Ordinance needs to be updated with language and put a time limit on people or guests who are staying in the campers in residential areas.

Water/Wastewater—Water/Wastewater Supervisor Martin reported fixed the brakes in the Dump truck. In other the news the pump that is used for sewage across the river the impeller fell off and stopped. Another pump is being used and is in place until they get the new parts in.

Fire—Fire Chief Hoyt reported that Casey Strom from Idaho State Fire’s Marshall gave the Fire Department 72 pairs of goggles. The vendor who sells these goggles was asking the Fire Departments to take pictures while wearing and responding to a fire and send to them for marketing purposes. Hoyt will keep twenty three for the fire department and give the remainder goggles to neighboring fire departments Pierce, Weippe, Sunnyside and Upper Fords. In other news, Hoyt City of Orofino Regular Council Meeting held 6/25/2019
reported Rescue Truck responded to a car wreck on the way there it hit a turkey. The turkey did $460.00 worth of damage to the truck. The truck will be fixed in house and a mirror was ordered and paint to touch up the scratches. Hoyt announced he is working with Mary Krause with American Red Cross. A Blood Drive will be held at the Ambulance Shed and flyers announcing the blood drive will be sent out.

COUNCIL COMMENT

Councilmember Dunaway commented she would like city staff and council to meet in the park arena for the August Work Session. During that meeting she was requesting a copy of the Parks and Recreation Chapter in the Comprehensive Plan to have on hand. Dunaway reported Chris Goetz is in the process of gathering names and email addresses from the other members of the committee. Clerk Montambo reported she has gathered all of the email addresses and phone numbers and will email the information to Councilmember Dunaway.

ADJOURNMENT

At 7:00 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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