MINUTES OF THE REGULAR COUNCIL MEETING 7/14/2020

Mayor Sean Simmons
6:00 p.m.

Pledge of Allegiance

Council Members: Jon Isbelle, Jennifer Dunaway, Shannon Schrader, Josh Tilley and Doug Donner

Absent: Mark Swayne

Staff: City Administrator-Ryan Smathers, Clerk-Janet R. Montambo, Building Official-Todd Perry, Water/Wastewater Supervisor-Michael Martin, Police Chief-Jeff Wilson and Fire Chief-Jon Hoyt

Absent: Treasurer-Donna Wilson and Public Works Supervisor-Shane Miller

Guests: Chris Gerhart, Mark Leeper, Vicki Leeper, Jean Coil, Darby Zick, Chris St. Germaine, Mike Tinsley, Diana Fuller, Dennis Fuller, Mike Gladhart and Brian Palmer

Media: Elizabeth Morgan and Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held on June 23, 2020. 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 on May 19, 2020 were submitted to the Council for review.

BILLS AND CLAIMS

Councilmember Donner made a MOTION to approve the regular bills and the additional bills as presented and the payroll ending July 4, 2020. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

UFO Award of Appreciation-Mayor Simmons presented an Award of Appreciation for John Case. Case was a member of the Urban Forests of Orofino Committee since July 2003 to July 2020. City of Orofino Regular Council Meeting held 7/14/2020
Case was recognized for his commitment and dedication as a member of the City of Orofino’s Urban Forests of Orofino Commission. Case was not in attendance of the council meeting so on behalf of John, Chris Gerhart, UFO Board Member received the Award of Appreciation and will deliver it to John.

Senior Project Request—Alana Fugate was not in attendance of the meeting.

Idaho Department of Commerce Broadband Grant—Chris St. Germaine reported through the CARES Act funding the State of Idaho will fund projects across the state that create and retain local jobs and result in purposeful outcomes, including distance learning, telehealth public safety, commerce, and overall well-being. This CFAC Broadband Grant initiative grant program for Households is designed to meet the CARES Act criteria, and help Idaho rebound from the COVID-19 public health emergency. Approximately 70% of the $50 million received by the Idaho Department of Commerce will be allocated to this program aimed at households that lack access to broadband.

Councilmember Dunaway made a MOTION to accept and have Mayor Simmons sign the State of Idaho Public Broadband Grant Application. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

Clearwater County Fair Board Update—Dennis Fuller, Clearwater County Fair Board Member was asking Council’s advice or input on the upcoming Clearwater County Fair. Fuller stated OCI will not be participating and the logging show and carnival was cancelled this year due to COVID-19. There will be no security, garbage pickup, no portable restrooms and no food vendors. On behalf of Clearwater County Fair Board, Fuller wanted to move forward this year. The Fair is for the kids and this year there is (60) sixty hogs and (10) ten steers that have been entered into the 4-H Program. Fuller commented they can control more on the social distancing, for instance for the livestock auction they can now hold that in the outdoor arena. They will need toilets and they can limit the traffic in and out of the park. Fuller was looking for guidance and inquired from the City Council for suggestions. If need to they can set up a virtual sales on line. They have and will make changes in plans if the COVID-19 gets worse. Fuller stated the Fair Board is fifty fifty and they will determine a final decision in mid-August. Administrator Smathers stated the City encourages the Fair Board. It was noted the Chamber of Commerce is looking into drawing more people to help support the kids. Erin Rodgers, 4-H Director along with Jordan Howell, Executive Director with the Chamber of Commerce will meet and come up with a plan. Police Chief Wilson commented that he does not see a problem and he fully supports the Clearwater Fair Board and the measures the Fair Board can use and put in place to help with the security.

EMS Service Update—Darby Zick, EMS Director addressed the Council and gave them a brief update on the Clearwater County Ambulance Service. Fire Chief Hoyt and Administrator Smathers met with Darby and Clearwater County Commissioner Winkel previously. The focus on that meeting was inquiries regarding recruitment for EMS Service and any suggestions that may help. Currently the ambulance system is working and most definitely has changed since the retirement of the previous generation, but they are aware of it and EMS continues to evolve. They have 29

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volunteers and 3 full time staff. The younger volunteers are tasked with maintaining a work/family/volunteer balance that is difficult with the current call volume. Zick is attempting to bring in a higher level of care to improve the inner facility transfer capacity of CCAS. In preparation for an updated program they cleaned up the billing by outsourcing as well as collect on many old ambulance runs. The increased fee for service will help with paying for another Paramedic and three trained EMT's. Currently Darby is the only one that is a certified Paramedic. Darby stated year to date we have had 471 calls in Clearwater County. Of those calls 76% were in the city of Orofino. In 2019 the call volume was 983 and 73% of those were in Orofino.

Councilmember Dunaway commented this deserves conversation and discuss further on what “we as a city can do to help out with EMS” in a Work Session. Mayor Simmons stated the next Work Session is scheduled for August 4, 2020. It was noted Council will meet with Darby Zick, Director of EMS at the next Work Session on August 4, 2020.

Disabilities Act Awareness Proclamation-Mayor Simmons signed a Proclamation declaring July 26, 2020 as Americans with Disabilities Act Awareness Day. The City of Orofino was recognized as the first city in the State of Idaho to sign and proclaim Americans with Disabilities Act Awareness Day.

DEPARTMENTAL REPORTS

Administrator-Administrator Smathers reported the Overview proposed FY 2020-21 Budget is still incomplete and in draft form. The numbers will change again before actual adoption. This is due to the medical rates not being available until next month. Administrator Smathers commented we may have to take our best estimate and project these figures. It was noted the contract with Simmons Sanitation should be ready for approval with the recommended changes.

Treasurer-Treasurer Wilson was not in attendance of the meeting, but submitted a copy of the June 2020 Revenue vs. Expenditure by Fund Report and the Treasurer’s Third Quarterly Report to the Council for review.

Building Official-Building Official Perry submitted the June 2020 Building Permit Report for Council review. Perry reported he is busy watering the trees UFO Committee planted this last spring on Michigan Avenue, A Street and in front of the Wastewater Plant. Perry commented the hand rail will be installed where the new concrete stairs were poured, and the concrete pad was completed at Champion Park. The sidewalk will be extended up the hill and continue through to adjoin the eventual walkway Clearwater Museum is installing around their outdoor displays on Bartlett.

Public Works-Public Works Supervisor was not in attendance of the Council meeting. Administrator Smathers reported there was a sewer main break in the Konkolville area. It appears Tek-Hut caused the break when boring the fiber optic into the ground. Along with Public Works Crew and Water/Wastewater Crew they worked together to fix the break. The sewer line was nine (9) feet below ground.

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Police-Police Chief Wilson reported the police department is consistently busy. It was noted Police Chief Wilson and Sergeant Frazier are working some night shifts to allow other staff to take time off.

Water/Wastewater-Wastewater Supervisor Martin reported they are staying ahead with routine maintenance. Martin stated he is working towards the Water Tank rehab that will take place in August.

Fire-Fire Chief Hoyt reported he will pick up the new radio’s tomorrow that was purchased with the Cares Act Program. Chief Hoyt wanted to publically thank Officer Tom Remington for helping out the Fire Department with the recent house fire.

ORDINANCE

Ordinance No. 810 Personnel System—AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE CITY OF OROFINO, IDAHO DELETING ORDINANCE NO. 563 IN ITS ENTIRETY AND REPLACING IT WITH ORDINANCE NO. 810; DELETING CITY CODE 1-8-1 THROUGH 1-8-11 IN ITS ENTIRETY AND REPLACING IT WITH AN UPDATED CITY CODE 1-8-1 THROUGH 1-8-10; SPECIFYING THE PURPOSE; ESTABLISHING A CITY PERSONNEL SYSTEM; ESTABLISHING A CLASSIFIED SERVICE AND EXCEPTIONS THEREFROM; PROVIDING FOR THE ADMINISTRATION OF SAID PERSONNEL SYSTEM; ESTABLISHING THE CITY ADMINISTRATOR AS PERSONNEL OFFICER; ESTABLISHING THE DUTIES OF THE PERSONNEL OFFICER; PROVIDING FOR PERSONNEL RULES AND REGULATIONS; AUTHORIZING RECIPROCAL AGREEMENTS; PROHIBITING CERTAIN POLITICAL ACTIVITIES; PROHIBITING CERTAIN UNLAWFUL ACTS; ESTABLISHING PENALTIES; ESTABLISHING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Councilmember Schrader made a MOTION to suspend the rules and read Ordinance No. 810 for the first reading by Title only. Councilmember Dunaway seconded the motion and the motion passed with a roll call vote resulting in all ayes.

WORK SESSION

June 30, 2020 Special Meeting-Mayor Simmons reported on June 30, 2020 the Council met with Mike Tinsley in a Special Work Session meeting. Mr. Tinsley was requesting to install a Septic Tank and Holding Tank on his property at 91 Shasta Circle, Block 1. Council was requesting more information from Mike Tinsley. Mr. Tinsley provided maps on the exact location of the city’s sewer line. The reason for his request was he preferred not to have to pump septic, the distance to building site is (495) feet, but the edge of his property is within the two hundred feet of the city sewer main line. The cost would be less to install septic tank and holding tank compared to what it would take to hook up to the city sewer main. After Council discussion they concurred that Tinsley has two options either hook into where the sewer line is currently or to make his property

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more valuable and extend the city’s six inch line on Julie Chenoweth’s property and dig down the hill to place the sewer line.

Orofino Rural Fire Agreement Review-Councilmember’s all agree to move forward on a new Fire Service Agreement. The Council would like to review the actual costs for fire calls and look at Orofino Rural Fire District’s budget. This will help in determination of an equitable cost and make it fair and balanced. There is concerns on the boundaries of the district and the Fire Chief has the right to say whether or not property be brought into Orofino Rural District.

July 7, 2020 Meeting with ITD-Mayor Simmons reported on July 7, 2020 the Council met with Idaho Transportation Department regarding safe Pedestrian and Bike pathways in the city of Orofino. It was determined a series of meetings would need to take place of interested parties and a tour of Highway 12 and Highway 7.

UNFINISHED BUSINESS

Septic Tank and Hold Tank Request-Councilmember Tilley inquired if Mike Tinsley looked into the cost of extending the sewer line. Tinsley stated that he did not. There are two lots there, Lot A is physically capable but will need an easement to get to sewer. Tinsley responded that he already purchased a Septic Tank Permit and paid $800 for the permit from Idaho Health District. Clerk Montambo reported she contacted Jake Wimpenny with the Health District and was told he is sitting on the permit, if the city denies the septic tank request, Jake Wimpenny will reimburse the $800 to Mike Tinsley. After some discussion the Council confirmed Mike Tinsley’s property is within the two hundred feet of the city’s sewer main line and will follow Orofino Code 8-2-3. It was noted it is the Developer’s responsibility of the property to get an excavation permit and put in service line to sewer main. Public Works installs a tap into the sewer line and inspects the connection of the service line.

Councilmember Schrader made a MOTION to deny Mike Tinsley’s request for a Septic Tank and Holding Tank at 91 Shasta Circle Lot A. Councilmember Isbelle seconded the motion and the motion passed with a roll call vote resulting as follows: Councilmember Donner, Nay; Councilmember Tilley, Aye; Councilmember Schrader, Aye; Councilmember Dunaway, Aye; and Councilmember Isbelle, Aye.

COUNCIL COMMENT

Mayor Simmons complimented City Staff for working well together and helping out during large projects.

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ADJOURNMENT

At 7:20 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Tilley seconded the motion and it passed unanimously.

Sean Simmons, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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