MINUTES OF THE REGULAR COUNCIL MEETING HELD 7/24/2018
Mayor Ryan Smathers
6:00 p.m.

Pledge of Allegiance

Council Members
Present: 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 Interim Fire Chief-Holly Hardin

Guests: Mike Hardin

Media: Elizabeth Morgan and Nancy Butler

AMENDMENT TO AGENDA

Councilmember Simmons made a MOTION to amend the agenda and add the Payroll ending July 21, 2018 and the additional bills as presented. Councilmember Dunaway 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 held on July 10, 2018. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting in all ayes.

BILLS AND CLAIMS

Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending July 21, 2018. Councilmember Gardner seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Order to Abate Nuisance Letter-A copy of an Order to Abate Nuisance letter addressed to Joey Vaughn from Clearwater County Prosecuting Attorney, Clayne Tyler was submitted to the Council for review and information. Joey Vaughn, has until August 24, 2018 to

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come into compliance. If Mr. Vaughn accomplishes compliance than no further enforcement action is needed.

Installation of Undersized Culvert in City Right-of-Way Letter (information only)-A copy of a letter that was addressed to Mark and Karen Fronce regarding the installation of an undersized Culvert in the City Right-of-Way located at 2036 Michigan Avenue. The letter is from Todd Perry, Building Official notifying Fronce he would need to order the correct size culvert to be installed and work completed by August 1, 2018. Perry commented he started this conversation with Mr. Fronce last November.

Thank you Notes-The City of Orofino received a couple of Thank you notes from Christopher Gutmann and Denise Janes complimenting the City of Orofino Airport and Terminal. Administrator Laam commented this is only a couple of thank you notes but there are many more compliments from pilots that are verbally given and written in the Visitors Log Book at the Terminal when visiting Orofino.

In other news Mayor Smathers announced the family of Harold Kinne Day celebration at the VFW was well attended. The family expressed their appreciation to the Mayor to have received another copy of the Proclamation.

DEPARTMENTAL REPORTS

Administrator-Administrator Laam reported the FY 2018-2019 Budget is still not done. Laam will submit a full copy of the budget at the August 14, 2018 meeting when the Council adopts the Tentative Budget and set a public hearing date. Laam commented the Council can change the budget all the way until adopt the budget. The budget amount can go down lower but not increase. It will take a motion to set the public hearing date.

In other news Administrator Laam announced July 31 and August 10 is the deadline for application on the Public Works Maintenance III opening and the Fire Chief opening.

Treasurer-Treasurer Wilson submitted the Treasurer’s Quarterly Report ending June 30, 2018 for Council review.

Building Official-Building Official Perry reported to the Council he is busy watering all of the trees. Perry commented one of the trees in City Park is struggling, the tree was planted this last spring. In other news Perry is sending out week letters to property owners. It was noted the stairs in the Arena will be poured this Thursday and a guard rail will be installed.

Public Works-Public Works Supervisor Miller reported the installation of clay valves outside and inside State Hospital North Water Tank went well. Miller commented he along with public works crew learned a lot where the water lines are located in that area. In other news Miller commented 160 feet by 10 inches of storm pipe was installed at the VFW ballfield that should mitigate the storm water drainage in that area.

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It was noted the controller for the sprinkler system in the city park is not working properly and a new controller was installed. Two water leaks were fixed on Canada Hill and Brown Street.

Police—Police Chief Wilson reported there is an open position in the police department. Wilson will put the word out on the City’s website looking for another officer. Later this week Wilson commented he along with Sergeant Frazier will drive the two remaining Dodge Charger and Dodge Challenger to Burley to trade in for the new 2018 Dodge Pick-ups.

In other news Wilson noticed in Council, Idaho there is a cross walk on a State Highway. Along with the cross walk there is flashing lights and when someone wants to cross the highway they push the button for the flashing lights to come on. It was very noticeable for a driver to be alert, Wilson will check into several of those lights and would like to put one on Riverside Avenue, one by the Orofino Elementary on Michigan Avenue, and one by the Post Office. It would be very effective to alert drivers in that area when someone is in the cross walk.

Water/Wastewater—Water/Wastewater Supervisor Martín reported he is waiting for an electrical inspection hope to have it up and running later this week.

Fire—Interim Fire Chief Hardin reported she found old hydrant testing results that was done long time ago. The testing on the hydrants are for pressure and flow rate to give this area an ISO Rating. In other news Hardin commented that she received information that ICIO and State Hospital North are going to key cards for emergency vehicles and staff to enter into the grounds. Hardin is finding out what keys went to what locks.

It was noted there will be a change in the Fire Department pay period, instead of getting paid every other month, Treasurer Wilson will pay the Fire Department the second payroll in every month.

RESOLUTIONS

RESOLUTION NO. 18-478—A RESOLUTION BY THE MAYOR AND CITY COUNCIL FOR THE CITY OF OROFINO, IDAHO GRANDFATHERING SIX PROPERTIES FROM ANNEXATION WHO CURRENTLY RECEIVE CITY SERVICES BUT RESIDE OUTSIDE THE CITY LIMITS; AND PROVIDING FOR AN EFFECTIVE DATE.

889 Upper Fords Creek Road—(Billed for Water, Water Bond and Sanitation)
981 Upper Fords Creek Road—(Billed for Water, Water Bond and Sanitation)
1205 Upper Fords Creek Road—(Billed for Water and Water Bond)
396 Bald Eagle Drive—(Billed for Water, Water Bond and Sanitation)
447 Archer Drive—(Billed for Water and Water Bond)
340 Hill Cemetery Road—(Billed for Water and Water Bond)

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Councilmember Simmons made a MOTION to adopt Resolution No. 18-478 and have Clerk Montambo read Resolution No. 18-478 by Title only and the list of addresses. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

RESOLUTION NO. 18-479 - A RESOLUTION AUTHORIZING THE DESIGNATION OF A CITY-WIDE RECORDS CUSTODIAN FOR EACH CITY DEPARTMENT THAT WILL RESPOND TO PUBLIC RECORDS REQUESTS PURSUANT TO IDAHO CODE 74-101 AS AMENDED BY THE IDAHO LEGISLATURE AND EFFECTIVE JULY 1, 2018.

Councilmember Swayne made a MOTION to adopt Resolution No. 18-479 and have Clerk Montambo read Resolution No. 18-479 by Title only. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting in all ayes.

ADJOURNMENT

At 6:43 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Simmons seconded the motion and it passed unanimously.

Ryan Smathers, Mayor

ATTEST:

Janet R. Montambo, City Clerk

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