MINUTES OF THE REGULAR COUNCIL MEETING HELD 8/27/2019
Mayor Ryan Smathers

6:00 p.m.

Pledge of Allegiance

Council Members: Jennifer Dunaway, Mark Swayne, Don Gardner, Shannon Schrader and Josh Tilley

Absent: 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: Deena Brandon

Media: Elizabeth Morgan

AMENDMENT TO AGENDA

Councilmember Schrader made a MOTION to amend the agenda and add the Proposed Sanitation Fee Increase Public Hearing. 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 as written for August 13, 2019. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

The Regular Planning and Zoning Meeting Minutes dated August 20, 2019 were submitted to the Council for review.

BILLS AND CLAIMS

Councilmember Schrader made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending August 17, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.
PUBLIC HEARING

**Proposed Budget FY 2019-2020 in the amount of $6,941,495** - Mayor Smathers opened the Public Hearing at 6:05 p.m. Treasurer Wilson provided an overview of the proposed budget in the amount of $6,941,495. The final figure has not changed from the Tentative Budget adopted on August 13, 2019 and was deliberately developed with a high degree of conservatism in order to retain and increase the city’s fund balances. These fund balances represent our future lifeblood for operations or unexpected emergencies. It should be our objective to maintain these balances for future operations of the city and not drain them for nonessential or unnecessary projects. Wilson commented that we will be required to conduct one more Public Hearing on September 24th for the Amendment to the current budget. Amending the city budget is normally in addition to the adoption of next year’s budget. But this year, it is necessary to carry it over to next month. A Synopsis of the budget was included in the agenda detailing all funds and identifying any differences from last year’s budget. Wilson did not go over every fund as before, but provided one last overview of the budget.

A final review for the 2019-20 Budget is as follows:

- The proposed budget is currently set at $6,941,495 which is 5.3% higher than last year’s budget. Our objective in the proposed budget was to keep the budget at or below last years’ budget. A 3% property tax increase is being requested. This is the same as last year’s request.
- Medical premiums did not increase as much as we were led to believe. Rates increased less than 1% and the city was able to absorb this amount without passing it through to employees.
- No employee COLA is being requested for the FY 2019-20 Budget
- Employees who are not capped out on the salary schedule will receive a one-step increase as of October 1st.
- The city’s VEBA contribution will remain the same.
- No new vehicles will be purchased next year with the exception of the Street Department. They are requesting the purchase of a new Street Sweeper at a cost of $250,000. The Police and Fire Departments will contribute to the Vehicle Fund as a future set-a-side.
- Water and Sewer Rates will remain the same.
- The Slip Lining that was originally planned for next year has been postponed until the following year. We will be carrying over $200,000 next year on account of the reservoir repair work that takes priority because of DEQ regulations. The Slip Lining has not been cancelled, only postponed.
- The million-gallon water reservoir will receive $250,000 in repair work to its’ interior lining.
- The Recreation Department is up 3.3% due to funds being carried over for the construction of the Skate Park which will partially take place this summer and completed in next years’ budget. There is $100,000 budgeted for the Skate Park. There is an additional $10,000 set-a-side for Tennis Court repair. This is a saving set-a-side which could take several years to complete. The Council has the option to use this savings for other Recreational activities if no Tennis Court repair work is desired. However, we need to address the condition of these Courts because they are in a state of disrepair.
The Orofino Business Center has a 135% increase in expenditures due to its expansion project. The city received a $300,000 RDBG from the Idaho Department of Commerce for this expansion.

With no additional comments or questions, Mayor Smathers closed the Public Hearing at 6:10 p.m.

**Proposed Sanitation Fee Increase** - Mayor Smathers opened the Public Hearing at 6:10 p.m. Treasurer Wilson reported Simmons/Nadl Enterprises requested a COLA for Fiscal Year 2019-20. The increase is to cover operating costs for services. City Sanitation Fees will increase from $16.50 to $18.50 for residential users. Commercial users will increase 2.9% on a sliding scale based on the quantity and frequency of sanitation pickup.

With no additional comments or questions, Mayor Smathers closed the Public Hearing at 6:14 p.m.

**PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS**

**Reasons for Findings:** Building Official Perry reported Planning and Zoning Commission met for a Public Hearing on a Variance Application. Deena Brandon submitted the Variance Application for 12768 Hartford Avenue. The request was to vary the minimum side street requirements for a structure, measured from the drip line of a structure, from twenty (20) feet as required by the city code to eight (8) feet to place a manufactured home on the property. This property is zoned R-3, Multi Family Dwelling district. Perry reported during the public hearing two adjacent neighbors were concerned about the twenty-foot easement and did not want the easement reduced. After testimony was given, it was explained the easement will not be reduced. After the Public Hearing the Planning and Zoning Commission believes the applicant has identified a hardship because of the characteristics of the site that were not caused by the applicant. Planning and Zoning is recommending to the City Council to approve the Variance request at 12768 Hartford Avenue. Councilmember Dunaway made a MOTION to accept Planning and Zoning’s recommendation and accept the Variance Application. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes. Councilmember Gardner inquired if Fire Chief Hoyt had a chance to look at the site for Fire response purposes. Chief Hoyt commented that no he did not look at the site. Police Chief commented the Fire Department responded to a fire on that street previously and did not run into any problems.

**Innovia Foundation-Orofino Community Needs and Collaboration Forum Invitation** - The City of Orofino received an invitation from Innovia Foundation regarding Orofino Community Needs. Representatives from several regional foundations will attend this community meeting with the goal of learning about opportunities to work together and make Orofino a healthier place to live and thrive. The meeting is scheduled Thursday, October 3, 2019, at the Lodge at River’s Edge.
DEPARTMENTAL REPORTS

Administrator - Administrator Laam reported he will be out of the office the rest of this week to begin moving into his new house. Mayor Smathers and Councilmembers congratulated Laam on his new home.


Building Official - Building Official Perry reported he met with the new owner and Engineers of Tri Pro Mill Property. The Engineers are submitting paperwork to State and Federal agencies to request a Flood Plain Map amendment for the property.

Public Works - Public Works Supervisor Miller reported the Sewer Line Vacuumtruck is back this week. They had a mechanical breakdown all last week. In other news, the battery backup burned up at the High School Reservoir pump and was replaced. Miller commented they should be changed every 2 years. It was noted Public Works Crew has completed the Dent Bridge ditch line where the crew took out a few pine trees. The City had to use Certified Flaggers through Clearwater County.

Police - Police Chief Wilson reported he along with Sergeant Frasier and Lahni Ireland is scheduled to attend the Zuercher Training in Sioux Falls, South Dakota. However, Sergeant Frazier was subpoenaed for prosecution on the Jessica Colpitts trial during this training. Wilson will take a copy of the subpoena and get reimbursed for the plane ticket and registration. It was noted Wilson purchased two full sets of used wheels and placed snow tires on them. He will purchase three more sets to put on the police vehicles this winter. The vehicles came with stock tires that don’t last very long. He will purchase new 10 ply tires next year for the police vehicles.

Wilson wanted the media to know and to please report there will be no tolerance of open container during Lumberjack Days. Wilson commented during Lumberjack Days there is a lot of foot traffic at the end of the bridge that cross where the Railroad Tracks are and Main Street are located. He wanted drivers to slow down and be-aware of the pedestrians. Councilmember Swayne was inquiring about some kind of flashing lights that will help motorists be aware of pedestrians. Chief Wilson will discuss the issue with Sheriff Goetz and see if there is something the County can put in place during Lumberjack Days.

Water/Wastewater - Water Wastewater Supervisor Martin reported he along with Administrator Laam met with John Wiskus and Mark Bowen, Engineers with Jacobs Engineering. Martin was inquiring about providing water to the residents on Canada Hill during the thirty (30) days the reservoir will be down for repair work.

Fire - Fire Chief Hoyt wanted to compliment the Orofino Fire Department and Upper Fords Fire District and CPTPA for the fast response to a fire in Ahsahka that was started by an electrical transformer.
RESOLUTIONS

RESOLUTION NO. 19-484- A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF OROFINO, IDAHO, ADOPTING AN AMENDMENT TO THE CITY-WIDE FEE SCHEDULE; AND PROVIDING FOR AN EFFECTIVE DATE. (SANITATION FEE INCREASE)

Councilmember Schrader made a MOTION to adopt Resolution No. 19-484. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.


Councilmember Dunaway made a MOTION to adopt Resolution No. 19-485. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

RESOLUTION NO. 19-486-A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF OROFINO, IDAHO ANNOUNCING THE OFFICIAL RETIREMENT OF “KACY”, THE OROFINO POLICE DEPARTMENT’S K-9 DOG; PROVIDING FOR THE TRANSFER OF KACY AND HER KENNEL TO HER POLICE HANDLER, MATTHEW L. RUSSELL; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Dunaway made a MOTION to adopt Resolution No. 19-486. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

RESOLUTION NO. 19-487 A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF OROFINO, IDAHO ESTABLISHING THE MAXIMUM NUMBER OF POLICE OFFICERS EMPLOYED BY THE CITY; ESTABLISHING A SET SALARY FOR THE CHIEF OF POLICE POSITION; CLASSIFYING THE POLICE SERGEANT AS AN EXEMPT EMPLOYEE UNDER FLSA AND ESTABLISHING A SET SALARY FOR THE POSITION; ESTABLISHING NEW HOURLY RATES OF PAY FOR ALL OTHER POLICE OFFICERS; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Schrader made a MOTION to adopt Resolution No. 19-487. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.
ORDINANCE

ORDINANCE NO. 805-AN ORDINANCE OF THE CITY OF OROFINO, IDAHO, ENTITLED ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 APPROPRIATING THE SUM OF $6,941,495 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF OROFINO FOR SAID FISCAL YEAR, AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Swayne made a MOTION to adopt Ordinance No. 805 under the suspension of the rule requiring three complete and separate readings, and that it be read by Title only. Councilmember Dunaway seconded the motion and it passed with a roll call vote as follows: Councilmember Dunaway, Aye; Councilmember Swayne, Aye; Councilmember Gardner, Aye; Councilmember Schrader, Aye; and Councilmember Tilley, Aye.

ADJOURNMENT

At 6:50 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Swayne seconded the motion and it carried unanimously.

[Signature]
Ryan Smathers, Mayor

ATTEST:

[Signature]
Janet R. Montambo, City Clerk

City of Orofino Regular Council Meeting held August 27, 2019