MINUTES OF THE REGULAR COUNCIL MEETING HELD 9/10/2019
Mayor Ryan Smathers
6:00 p.m.
Pledge of Allegiance

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

Staff: 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 Sergeant-Vince Frazier and Fire Chief-Jon Hoyt
Absent: Police Chief-Jeff Wilson

Guests: Police Officers-Mike Deitrick, Matt Russell and Tom Remington
Media: Elizabeth Morgan

MINUTES

Councilmember Gardner made a MOTION to approve the Regular Council Meeting Minutes held August 27, 2019 as written. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

The Regular Urban Forests of Orofino Meeting Minutes dated September 3, 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 31, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Proclamation - A Proclamation was submitted for Council approval and Mayor Smathers signature. The Proclamation is establishing September 15-21, 2019 as National Child Passenger Safety Week in the City of Orofino. Councilmember Gardner made a MOTION for Mayor Smathers to sign the National Child Passenger Safety Week Proclamation. Councilmember Simmons seconded the motion and it passed with a roll call vote resulting all ayes.

City of Orofino Regular Council Meeting held September 10, 2019
Lease Agreement Letters - Copies of Letters to SJX Jet Boats, Inc., ASE Inc. and Simmons Sanitation were submitted for Council review. Administrator Laam reported the letters will go out tomorrow after Council reviews them. Administrator Laam commented each agreement provides for an additional five (5) year period and currently they are in the second year of the five-year extension. Laam stated this is to notify them of the cost of their lease. The fair market value for light manufacturing space is fifty-five cents (.55) per square foot. SJX will pay $.27 per square foot and will not change until the extension terminates or an interim addendum is agreed upon. ASE Inc. lease payment will be thirty-one cents ($.31) per square foot for the remainder of their five-year extension. Simmons Sanitation lease will increase from $1,000 to $1,100 beginning October 1, 2019. The lease for the building has never increased during the time Nadl or Simmons have been using it for their operations.

DEPARTMENTAL REPORTS

Administrator - Administrator Laam reported there was a pre-bid construction meeting for the Orofino Business Center expansion. There was seven contractors in attendance. The deadline for the bids is September 24, 2019. Council will have to approve the bid and the project is slated to be completed by the end of December 2019. The City put in $100,000 with the State Grant of $300,000 and SJX put in $400,000 for new equipment.

In other news, Administrator Laam reported the city just amended the City’s Personnel and Policy Manual which incorporates state law regarding Nepotism and the employment of city employees. The city’s current Administrative Policy on Nepotism is more restrictive than state law. State law provides that if a candidate for employment is related to an elected official within the city, then the prospective candidate cannot be employed. In 2008, the city adopted additional Nepotism policy that prevented more than one family member from working for the city. For a small community, this type of policy can sometimes cause hiring problems. The City Council instructed Laam to amend city policy on Nepotism to allow more than one family member to be able to work for the city. There will be some restrictions on family members which will be identified in the new policy when it is introduced at the next council meeting.

Treasurer - No report.

Building Official - A copy of the Building Permit Report for August 2019 was submitted to the Council for review. Building Official Perry reported at the last UFO meeting there was discussion regarding the Plum Trees that were planted in front of the Library, Post Office and behind Sunset Mart. These trees are becoming a nuisance as a result of the plums falling and making a mess on the sidewalks. Perry stated the UFO Committee did not talk about removing the trees and commented that the property owners should keep the sidewalk clean. Councilmember Dunaway was inquiring who purchased and planted the trees. Perry stated the UFO Committee picked out the trees, but thought they were getting non-bearing fruit trees. Councilmember Dunaway commented the UFO Committee should consider replacing the trees with a different tree that does not bear fruit. Perry will take the suggestion back to the UFO Committee. In other news, Perry reported another sidewalk project with ADA ramps was
completed on Main Street at the end of the bridge. Perry also informed the Council that he received permission from the Railroad to smooth out the area between the tracks so a wheelchair or a person walking can easily cross the tracks without it being a safety hazard.

Public Works - Public Works Supervisor Miller reported the street striping was completed over the weekend. The four hundred feet of sewer line in the Park is finally completed and is clear of all debris. Approximately ten to twelve yards of debris was removed from the pipe. Miller will add that sewer pipe to be Slip-lined in 2021. He will replace the 90° elbow and install two manholes for better efficiency and operations of the sewer line. Miller would like to give a shout out to one of his crewmembers, Robert Baugh, for conducting an excellent job on cleaning the park and cleaning the downtown area to get it ready for the upcoming Lumberjack Days.

Police - Sergeant Frazier reported he met with Sheriff Goetz and was informed Clearwater County will install a caution light by the Railroad tracks on Michigan Avenue during Lumberjack Days to help motorists be aware of the pedestrians in that area. It was noted the Police Department will have a zero-tolerance policy during Lumberjack Days and will be enforcing the open-container law when it comes to alcohol.

Police Officers, Mike Deitrick, Matt Russell and Tom Remington expressed their appreciation to Mayor Smathers and Councilmembers for the recent restructuring of Orofino Police Department salaries. Matt Russell thanked the Council for allowing him to keep Kacy, the Police K-9 Dog. Matt indicated that Kacy has become a significant part of his family. And lastly, Sergeant Frazier thanked the Council for supporting Chief Wilson and the changes that were made in the department. Mayor Smathers and Council expressed their appreciation for the Police Department.

Water/Wastewater - Water/Wastewater Supervisor Martin reported one of the main-pump impellers broke on the bridge crossing. He ordered another one which took ten weeks to receive, only to find that this pump was also broken. Martin contacted the vendor and they will ship replacement. In other news, Martin will be down one man for four to six weeks. Matt Baugh will be going in for a knee replacement.

Fire - Fire Chief Hoyt reported that Treasurer Wilson helped put together an educational pamphlet to hand out for Fire Department recruitment efforts. The Fire Department will set up a booth during the Fair to help distribute the information and educate the public on the operations of the department. Lastly, the department is busy getting ready for the Fireman’s Breakfast during the Lumberjack Days. The breakfast will be at the Community Center.

COUNCIL COMMENT

Councilmember Simmons wanted to thank all of the departments for working closely together and helping each other in time of need. Simmons praised all and commented it’s awesome to hear and witness the effort in teamwork. Councilmembers all commented that it is easy to support all employees and departments when they work and support each other.
ADJOURNMENT

At 6:45 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Schrader seconded the motion and it passed unanimously.

Ryan Smathers, Mayor

ATTEST:

Janet R. Montambo, City Clerk