MINUTES OF THE REGULAR COUNCIL MEETING HELD 9/24/2019
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: Administration-Rick E. Laam, Clerk-Janet R. Montambo, Treasurer-Donna Wilson and Fire Chief-Jon Hoyt

Absent: Building Official-Todd Perry, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin and Police Chief-Jeff Wilson


Media: Elizabeth Moran and Nancy Butler

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes held September 10, 2019 as written. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

BILLS AND CLAIMS

Councilmember Dunaway made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending September 14, 2019. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

PUBLIC HEARING

Mayor Smathers opened the Public Hearing at 6:03 p.m. for consideration to amend the Appropriation Ordinance FY 2018-2019. Treasurer Wilson reported the Police Department received monies from ITD for the purchase of Radars and Computers for the police vehicles in the amount of $41,495. Also, the Airport required additional carryover funding for the newly installed Cardlock System in the amount of $7,754. There were no questions or comments from the public. Mayor Smathers closed the public hearing at 6:05 p.m.
Clearwater Robotics Request - Luke Wetmore, Davis Sarti and CJ Page, members of the Clearwater Robotics Club were inquiring about the status of the Old Elite Repeats Building. They have chosen this building as part of their research project to help understand problems our community faces with older buildings downtown. On behalf of Clearwater Robotics members, Luke Wetmore addressed the Council about the structural problems of the building and what the anticipated costs would be to repair the building. Mayor Smathers reported the city does not own the building but an Engineer inspected the building and there are three broken trusses in the roof and the cost was estimated repair costs would be around $350,000. The cost to demolish the building is also estimated around $350,000. Chris St. Germaine, CCED Specialist, reported to repair the building and bring the structure up to code would cost around $500,000. The brick building was constructed in 1905 after the great fire of 1905 that destroyed much of the town. The I.O.O.F Building used to be a County Courthouse at one time with the jail being downstairs. This building went through different phases of businesses through the years. Mayor Smathers and Councilmembers thanked the Robotics Club for attending to the council meeting.

Administrative Policy Number 19-100 Rules Governing Conflict of Interest & Nepotism - Administrator Laam reported that the revised Nepotism Policy was intended to relax current policy that prohibited family members from working for the city. The new policy does not circumvent state law that prohibits family members from working for the city while another family member sits on the Governing Body as an elected official. Councilmember Gardner commented that the new policy looks good with the exception of Condition Number 1 which prohibits one family member supervising another family member. This may be difficult to prevent in the Fire Department where there are several family members working. When responding to an emergency one family member may have to take charge in order to supervise the situation. After additional discussion the council decided to remove Condition Number 1 in its entirety. Councilmember Dunaway made a MOTION to adopt Policy Number 19-100 with the removal of Condition Number 1. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

Orofino Business Center Expansion Bid Results - Chris St. Germaine reported only one contractor submitted a bid for the Business Center Expansion project at a cost of $561,354 which was over the Architect's estimate of $360,000. The Department of Commerce was contacted to inquire about amending our current grant to help offset the costs difference. Commerce indicated that they could only increase the grant between $20,000 to $30,000. St. Germaine will go back and see how much the Scope of Work can be revised to help reduce the difference. Additionally, Administrator Laam will review the Fund Balance of the Business Center and see how much more the city can contribute toward the project. Our objective should be to do everything we can to retain the occupants of the Business Center because they play a viable role in Orofino's economic base. Councilmembers all agreed to forward this to the next council meeting and wait for more information before making a final decision.
Presnell Gage Understanding of Services for Audit ending September 30, 2019 - Administrator Laam reported this is a standard letter for Council approval for the upcoming annual audit. Treasurer Wilson commented Mitchel Marx, Presnell Gage will be here November 18 & 19th to begin the audit process. Councilmember Gardner made a MOTION for Mayor Smathers to sign the Understanding of Services for the City of Orofino Audit ending September 30, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

DEPARTMENTAL REPORTS

Administrator - Administrator Laam reported he will be out of the office travelling with ICRMP for our semi-annual PRIMA training on three different occasions during October.

Treasurer - Treasurer Wilson submitted the Clearwater County Tax Recap Report. In other news, Wilson reported Avgas sales in August was over $5,700.

Building Official - No report. Building Official Perry was not in attendance of the meeting.

Public Works - No report. Public Works Supervisor Miller was not in attendance of the meeting.

Police - No report. Police Chief Wilson was not in attendance of the meeting.

Water/Wastewater - No report. Water/Wastewater Supervisor Martin was not in attendance of the meeting.

Fire - Fire Chief Hoyt reported Lumberjack Days Breakfast went well. Hoyt commented he received a couple more applications during the Lumberjack Days Fair who are interested in joining the Fire Department.

ORDINANCE

ORDINANCE NO. 806 - AN ORDINANCE OF THE CITY OF OROFINO, IDAHO AMENDING ORDINANCE NO. 800 THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019. APPROPRIATING ADDITIONAL MONIES FROM THE GENERAL FUND-POLICE-RADAR/COMPUTER GRANT I THE SUM OF $41,495 AND CARRYOVER AIRPORT FUNDS IN THE SUM OF $7,754; AND PROVIDING FOR AN EFFECTIVE DATE.

Councilmember Schrader made a MOTION to adopt Ordinance No. 806 under the suspension of the rule requiring three complete and separate readings, and read by Title only. Councilmember Tilley 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.
ANNOUNCEMENTS

Treasurer Wilson announced that she became a grandma for the first time. Arabella Rose was born on September 19, 2019, she weighed 6 lbs. and 6 oz. Mayor and Councilmembers congratulated Treasurer Wilson.

ADJOURNMENT

At 6:40 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
Janet R. Montambo, City Clerk