



Unapproved Draft Minutes

Regular City of Athol City Council Meeting
Held in the Council Room in City Hall

Tuesday, July 2, 2024
6:00pm Regular Council Meeting

Mayor Ruch called the meeting to order at 6:03 P.M.

ROLL CALL: Present: Mayor Ruch; Councilwoman Devine; Councilwoman Kramer; Councilman McDaniel; Councilwoman Porter; City Clerk/Treasurer-Lori Yarbrough;
Not Present: Public Works-Kevin Foster; Zach Jones, Attorney, and Rand Wichman, City Planner.

Mayor Ruch made a request to the council to Amend tonight's Agenda: to add a presentation (non-action item) of the Fiscal Year 2023 Annual Audit, presented by Toni Hackwith, with Alpine Summitt CPA, formerly Anderson Bros. *DISCUSSION – City Clerk, Lori, explained that she just received a call from the auditors today about 4pm, when they had realized that there was an error in scheduling between us and the City of Coeur d' Alene. She is available and would like to present the draft audit at tonight's meeting. There will not be any action taken tonight, just the presentation and any questions the council might have about it for the auditor. If we do not allow for the presentation tonight, then the August 6th meeting would be the next available time for the presentation; staff is concerned and doesn't want the council to approve a draft budget for the next fiscal year before seeing the audit on the past fiscal year 2023. Staff made it clear that the regular action item, asking for the council to approve the draft audit, would still be queued up for the July 16th regular council meeting. This is a presentation only and Toni is available to answer any questions you might have, for the next two weeks, before you are asked to approve the fiscal year 2023 audit. **Motion by Devine to amend the July 2, 2024 agenda to add a presentation (non-action item) of the Fiscal Year 2023 Annual Audit, presented by Toni Hackwith, with Alpine Summitt CPA, formerly Anderson Bros.** Roll Call: Devine-yes; Porter-yes; Kramer-yes; McDaniel-yes; **Motion passed. ACTION ITEM**

REPORTS:

PUBLIC WORKS - Kevin submitted a written report, council had several questions related to the status of the new water line on N Old Hwy 95; and how Kevin is coming along with the new meter installations for radio reads. The Mayor said he would get a timeline or plan from Kevin regarding the meters, and Lori shared she thinks the 2nd bore across the road has been complete. The council also had some ideas regarding the fence at the cemetery and using the older bent pole maybe as a buffer to prevent it from getting any future damage.

ACTION ITEMS:

- 1) APPROVAL OF THE June 18th REGULAR MEETING MINUTES:**
Motion by McDaniel, that we approve the last regular meeting minutes for the 18th, without amendments.
*DISCUSSION All in favor-none opposed. **Motion passed. ACTION ITEM**
- 2) APPROVAL OF BILLS AS SUBMITTED: Motion by Kramer, that we approve paying the June/July bills as submitted without amendments.** *DISCUSSION- Lori gave a quick rundown of the list. All in favor, none opposed. **Motion passed. ACTION ITEM**

NOTE: The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk at (208) 683-2101 at least 48 hours in advance of the meeting date and time.

3) DISCUSSION/APPROVAL to Add Orthodontia Benefits for Employees to the III-A Plan.

Lori to explained what the additional costs to the city would be less than \$650 for the year and that would allow four members on the dental benefits to save a total of \$8,000 for braces. There was discussion on the various options or level of services available then the following motion was made: **Motion by Porter, to approve adding Orthodontics Level 2000 for children only to the Dental plan as of FY 2025.** *

DISCUSSION - Roll Call: Porter-yes; Kramer-no; McDaniel-no; Devine-yes. **Mayor Ruch then voted no, to break the tie vote. Motion failed.** A new motion was then made: **Motion by Kramer, to approve adding Orthodontics Level 2000 for adults and children to the Dental plan as of FY 2025.** * DISCUSSION - Roll Call: Porter-no; Kramer-yes; McDaniel-yes; Devine-no. **Mayor Ruch then broke the tie by voting, yes. Motion passed. ACTION ITEM**

4) DISCUSSION/APPROVAL of Addendum #1 with Clearwater Financial to Conduct a Community Survey, Project. Staff explained to the council that in their meetings with Clearwater and prioritizing the various list of projects, that they determined doing a survey would give the city the best information. The outcoming being a way for the council to better understand things the community thinks we are doing well in, or areas in which they would like to see improvements made. When it gets to those bigger projects like should we plan for a downtown corridor, or a new city hall building, or continue on road improvements as funding allows for example. The addendum shared the cost of this additional project that would exceed the 30-hour retainer mark and they also felt we could get it done in time for Athol Daze, to really get input as that is our only large-scale event. It would also be distributed in the city newsletter and have markers to decipher information between city residents and the rural county residents who utilize city services too. There was a lengthy conversation regarding which questions used, response rate, city verses county residents, cost, and several other factors. After an hour of discussions back and forth the following motion was made: **Motion by Porter, called to postpone a decision regarding the Community Survey.** * DISCUSSION – Reason for the motion was they would like to know of other similar sized cities who have done such survey and what their outcomes were. Did they find them helpful and worthy of the cost and time to do the survey? – Roll Call: Kramer-no; McDaniel-no; Devine-yes; Porter-yes. **Mayor Ruch then voted to break the tie, voting a yes. Motion passed. ACTION ITEM**

PRESENTATION (Just added by motion to amend agenda): A Draft of the Fiscal Year 2023 Audit Presentation by Toni Hackwith, Alpine Summitt CPA. Toni introduced herself and thanks the council for making the amendment and allowing her to present tonight, she shared she will be available if anyone has additional questions between now and your next council meeting when you will act on the audit. She then did a brief run down through the draft copy of the audit pointing out the balance sheet and city assets and liabilities in both the general and water funds. She shared their review, uncovered no findings and that there are no signs of concerns in the recordkeeping done by your staff. Lori pointed out to the council where they can find the balances of the various restricted funds they have allocated for future projects like roads, cemetery, legal fund, equipment etc. Lori reminded them they will be asked to approve this draft budget at the next meeting, so if they have any additional questions let her or Toni know, and we will get those answered.

DISCUSSION: Fiscal Year 2025 Budget Timeline – There was a brief discussion of possible review dates and workshops with the council to further review, once staff gets the 1st draft to them, hoping for the July 16th meeting we can schedule something. We will need to plan to pass a draft budget, which sets the ceiling and re-post for the public hearing to be moved from the originally anticipated date of August 20th to September 3rd.

ANNOUNCEMENTS City Council – Porter shared the comment period for ITD is now open regarding their 7-year list of projects. Kramer asked a about Athol Eats and when they will get their paving done before they move in more food trucks, Lori shared their plans have changed and their paving dates have been moved several times but believes it will be July 10th and that they can only have 4 trucks until its paved then it goes to

either 7 or 8 depending on how many parking spots they actually end up with 4 per truck she thinks is what is required. / **Mayor** – nothing. / **Staff – Lori** 1) Shared the Athol Daze committee was having a hard time selecting someone for citizen of the year, but after a brief conversation a person was thought of who a great choice might just be. She will share that with the committee at their next meeting. 2) Rathdrum Prairie PEL she forwarded the council the updated email on the status of those meetings, and she found information that the KMPO offered a population growth projections thru 2045, but sharing there were links of other data if anyone was interested. 3) Lori shared a recent situation regarding someone cutting down a large tree in the city right of way without permission from the city. Staff discussed the matter and shared it with the city attorney, who is willing to draft an informative letter to the resident and she will add some language in the next did you know in the city newsletter to bring to light how those situations should be handled.

Public Comments: Lisa Bennett (5929 E. Grove Street) – Shared her experience with getting large concerning trees out of her yard when they were under electric lines; she added people should know better to check with the property owners, in this case the city first. They say they don’t know, it’s because they don’t ask.

ADJOURNMENT at 7:56pm

ATTEST:

Steven Ruch, Mayor

Lori Yarbrough, City Clerk/Treasurer

Approved at Council on