

MINUTES OF THE REGULAR COUNCIL MEETING 8/9/2022

Mayor Sean Simmons
6:00 p.m.

Pledge of Allegiance

Council Members: Mike Gladhart, Mark Swayne, Jennifer Dunaway, Shannon Schrader, Josh Tilley and Doug Donner

Staff: Administrator-Ryan Smathers, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Building Official-Todd Perry, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin, Fire Chief-Zach Taylor and Police Chief-Jeff Wilson

Guests: Loretta Stout, Chris McCune, Sal Lauria, Vince Frazier, Shelly Donner and Helen Clark

Media: Elizabeth Morgan and Nancy Butler

Mayor Simmons announced he would like an Executive Session under subsection 1 (a) after the regular Council meeting.

MINUTES

Councilmember Schrader made a MOTION to approve the Regular Council Meeting Minutes as written on July 26, 2022. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

A copy of the Planning and Zoning Meeting Minutes held on June 21, 2022 were submitted to the Council for review.

A copy of the Urban Forest of Orofino Meeting Minutes held on July 5, 2022 were submitted to the Council for review.

BILLS AND CLAIMS

Councilmember Donner made a MOTION to approve the regular bills, plus the additional bills and the payroll dated July 30, 2022. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

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PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

City Attorney Appointment-Mayor Simmons made a recommendation to appoint Jennifer Douglass, of Douglass Law PLLC as the City Attorney. Councilmember Donner made a MOTION to accept Mayor Simmons recommendation and appoint Jennifer Douglass, of Douglass Law PLLC as the City Attorney. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

Street Paving Bid Results-The City of Orofino received Street Paving Bid Results as follows:
The streets that are scheduled to be paved are: Main Street-Railroad Tracks to Bridge, Dunlap, Floyd Ave. Cedar, Rail Road Road, Tamarac, Forest, Braun, 122nd Street, Hill and Dworshak Drive.

Herco - \$205,443.10

M.L. Albright - \$313,137.50

Councilmember Schrader made a MOTION to award Herco the Street Paving Bid in the amount of \$205,443.10. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

Lewis Clark State College Contract for Services with CCED-Councilmember Swayne made a MOTION to accept the Lewis Clark State College Contract for Services with CCED. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

Thank you Card-A Thank you Card from the Youth Corp was submitted to Administrator Smathers thanking him for leading them in all of the projects around Orofino. And they appreciate the community's kindness towards their group. Administrator Smathers reported he attended the Youth Corp end of the Summer Presentation in Winchester, where all of the other crews that helped with the Forest Service and Corp of Engineers and Latah County was in attendance. The program was such a success and had a huge impact on the Youth Corp they all hope they can do it again next year.

DEPARTMENTAL REPORTS

Administrator-Administrator Smathers reported he along with Diane Hairston, CCED, Brenda Drobish, SRTS Coordinator and Idaho Walk Bike Alliance did a walk tour of Orofino inspecting street crossings, sidewalks and street issue with curb extensions. It was noted the Idaho Walk/Bike Alliance have a lot of resources through funding. The group looked at several challenges and with school going back in session soon it was noted most of the children when released from school walk down on Brown Avenue. Brown Avenue has few sidewalks it was noted Sharrow's can be painted on the street to alert drivers there are pedestrians and bicyclists using this road. The project is called "Slow down on Brown project". Smathers hopes to get the Sharrow's painted on Brown
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before school starts. In other news, Smathers wanted to report to the public and media regarding the Orofino Rural Fire Service Agreement. The Committee consisted of Orofino Rural District-Alex Irby, Julie Hendren and Jerry Johnson, and the City committee was Donna Wilson, Bart Jones, Councilmember Swayne and Administrator Smathers. Smathers reported they were able to work out the agreement for approval between Orofino Rural Fire District Board and Council approval for Fire Services. In other news, Smathers announced this upcoming Friday is Maria's last day. A luncheon has been planned and staff and Councilmembers are invited. City Hall will be closed early on Friday to celebrate Maria Parker's last day of employment with the City of Orofino.

Councilmember Donner asked if anything will be painted on Bartlett, Smathers responded they will look at it when doing Brown Avenue.

Treasurer-Treasurer Wilson submitted a copy of the Clearwater County Tax Recap Report dated 7/29/2022 and the State, Cable and Electric Revenue Recap Report. Treasurer Wilson reported they found a replacement for the Utility Billing Clerk vacancy and they offered the job to Joni Spencer who accepted the position and will begin work August 22, 2022. There were 14 applicants and five of those applicants were interviewed.

Building Official-Building Official Perry reported he is sending out noxious weed letters to property owners regarding they need to mitigate their weeds and a nuisance letter went out to a land owner regarding an inoperable, unlicensed vehicle that was abandoned. Perry reported there will be no Planning and Zoning Meeting in September. Perry will be out of town in September during the time P&Z meets. There are no public hearings scheduled for September.

Perry shared information to the Council regarding building permits. Most people assumed that they do not need a permit if they build a deck that is not attached to the house and is less than 200 square feet. But that is not the case, most decks are built to serve an entry/exit door and the home owner would need a permit to construct a deck.

Public Works-Public Works Supervisor Miller reported they completed the HVAC install at the shop and dog pound, it's up and running. Public Works Crew is busy with concrete removal on Brown and Vista. The crew completed their annual training with ICIO working with the inmates. In other news, Tyson is working at the Orofino Business Center taking care of some of the maintenance that needed to be done. And it was noted the Breaker was installed at the Orofino Business Center. Miller commented this Thursday the Vac Truck will be here to vac on H street. Public Works Crew will need access before they install the new sewer line for the bathroom at Champion Park. Miller met with Steven Schramm with JUB in a pre-bid conference for CIPP. Miller commented they had met with the Contractors through a Zoom Meeting. The Bid opening will be pushed back until a later date. Some contractors are working on getting their subs for the bid. And on August 14th and 15th, GC Systems will be here to service the clay valves on the water system. Every 5 years they exercise and inspect the clay valves. Councilmember Donner inquired about working towards on replacement on some of the older water lines throughout town. Miller

responded they need to pull the Water Master Plan and look at what needs to be done for future replacement.

Police-Police Chief Wilson reported Tom Remington's last day is Wednesday. Wilson heard that Remington is going to the County to work as a Marine Deputy. In other news to clarify the discussion on the range. Chief Wilson and Sergeant Frazier previously talked to Cliff Beaucamp regarding the fire range. Wilson had conversation with Ken Shriver at ICIO and they would like to enter into a Memorandum of Understanding with the Police Department to utilize the range to do their training and certification once it is created. ICIO will partner with the City and County for the firing range. In other news, Wilson announced Councilmembers can call and individually meet to take a tour of the Police Building. Councilmember Donner commented there needs to be a bigger sign for the Police Building so the public can identify where they are located.

Administrator Smathers reported TLC will still work on the garden area in front of the police building. They are coordinating a date to begin work there later this month.

Water/Wastewater-Water/Wastewater Supervisor Martin reported the electric torque lift had battery problems. After checking into prices that were expensive to replace the battery, he decided to try a battery restore kit for \$49.95. Martin along with Jim Thornton installed the kit and the torque lift is working. It was noted the new camera was installed at the water station site. Martin hopes that it will help identify the person dumping oil in the system and the person or persons using the non-potable water.

Fire-Fire Chief Taylor reported in July the Fire Department responded to 24 calls. So far in August to date they responded to 7 calls and only 9 days into the month. In other news, Chief Taylor announced the fire department will do the demo work on Station 2 for the contractor who will do the reconstruction. It was noted the fire engine trucks have air-condition problems and they are investigating them. Chief Taylor commented he is busy working on reports to catch them up to date.

COUNCIL COMMENT

Councilmember Gladhart announced he would like to make a formal apology to Police Chief Wilson and Sergeant Frazier. Gladhart stated during the last council meeting he did not mean to criticize them and stated "we all need to work together".

EXECUTIVE SESSION

At 6:33 p.m., Councilmember Dunaway made a MOTION to go into executive session pursuant to Idaho Code 74-206 subsection 1 (a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. The motion included a request to have a roll call vote. The motion was seconded by Councilmember Schrader. The motion passed with a roll call vote resulting in all ayes.

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Councilmember Dunaway made a MOTION to return to regular session. Councilmember Schrader seconded the motion and it passed unanimously.

REGULAR SESSION

Mayor Simmons commented with the recent Letter of Resignation received from Fire Chief Zack Taylor effective the middle of September, Mayor Simmons recommends to offer Bart Jones the position as Fire Chief. Councilmember Donner made a MOTION to accept Mayor Simmons recommendation and offer the Fire Chief's position to Bart Jones. Councilmember Dunaway seconded the motion and it passed with a roll call vote resulting in all ayes.

ADJOURNMENT

At 7:14 p.m., Councilmember Dunaway made a MOTION to adjourn. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.


Sean Simmons, Mayor

ATTEST:


Janet R. Montambo, City Clerk