

# MINUTES OF THE REGULAR COUNCIL MEETING HELD 1/8/2019

Mayor Ryan Smathers

6:00 p.m.

## Pledge of Allegiance

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

Staff: City 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

Absent: City Administrator-Rick E. Laam

Guests: Tracy Loehner, Kailey Kellar, Dominic Morton, Oliver Morton, Jeff Henson, Aiyana Klein, Logan Henson, Lindsay Waggener, Ally Waggener, Camden Waggener, Dallyn Swartz, Emma Swartz, Ken Harvey, Katherine Sholar, Colleen Sholar, JD Ellis, Courteney Ellis, Daisy Nelson, Luke Robinson, Caleb Robinson, Charity Robinson, Taylor Burrowes, Dr. Kelly McGrath and Matt McGrath

Media: Elizabeth Morgan

## AMENDMENT TO AGENDA

Councilmember Swayne made a MOTION to amend the agenda and add the Additional Bills as presented and the payroll ending January 8, 2019. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

## MINUTES

Councilmember Gardner made a MOTION to approve the Regular Council Meeting Minutes as written held on December 11, 2018. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

The Minutes of the Regular Urban Forests of Orofino Meeting held on December 4, 2018 was submitted to the Council for review.

## BILLS AND CLAIMS

Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending December 2018 and January 8, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

## PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Caution Street Sign Request - Kelly Brewer who resides at 2375 Michigan Avenue was requesting to install two caution signs he recently purchased that reads "Children at Play" along Newman's Corner. Children from the apartments on the north side of the street cross-over to play in the park on the other side of Michigan. Newman's Corner blocks the view of any pedestrians on Michigan Avenue and with the speed limit being 35 miles, it makes for a very dangerous situation. Police Chief Wilson does not disagree with the situation, but indicated he has concerns about the general public ordering street signs in advance prior to city council action or approval. Councilmember Dunaway made a MOTION for Public Works to install the "Children at Play" signs on Michigan Avenue. Councilmember Tilley seconded the motion and it passed with a roll call vote resulting in all ayes.

ITD Division of Aeronautics Grant Agreement - ITD Division of Aeronautics submitted a Grant Agreement for Council review and approval. The matching grant is to assist in financing improvements to the airport during FY-19. Councilmember Swayne made a MOTION to proceed with Airport Grant FS Program Number; F198S68, Project Number: AIP-007 and to read Resolution No. 19-482 in its entirety. The maximum obligation of the State is \$7,005.89. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

Army Corp of Engineers Correspondence regarding National Levee Database Flood Control -The City of Orofino received notification for information only from Val P. Bogdanowitz, Chief Readiness Office with the U.S. Army Corp of Engineers regarding the Levee Safety Program and documented National Levee Database. Walla Walla District employees perform annual inspections of the levee and determine eligibility for post-flood rehabilitation in the event of flood damage. Flood response operations can be supported by USACE, but engaging that support requires specific activation procedures that go through the Board of County Commissioners or their designated representative the County Emergency Manager.

Notification of a Pro Forma Corporate Restructuring Altice USA on behalf of Cequel III Communication, LLC "Suddenlink Franchise" -The City of Orofino received notification of Altice USA on behalf of Cequel III Communication "Suddenlink Franchise" corporate restructuring. Altice USA is providing this notification of an "intra-company transfer".

2019 Community Transformation Grant from High Five - Mayor Smathers received notification the Community of Orofino was one of five communities throughout the state invited to submit a full application for a chance to receive a \$250,00 Community Transformation Grant designed to promote interest in youth wellness and a commitment to community health. Blue Cross of Idaho is the sponsor. Chris St. Germaine, CCED will complete the application by February 8, 2019.

PERSI Contribution Rate Increase effective July 1, 2019 - The City of Orofino received notification from the Public Employee Retirement System of Idaho (PERSI) regarding a rate increase that will take effect July 1, 2019. Employer rates for Fire and Police Members will increase from 11.66% to 12.28% and the Employee rate will increase from 8.36% to 8.81%. General Member Employer rates will increase from 11.32% to 11.94% and Employee rates will increase from 6.79% to 7.16%.

Sidewalk Complaint - The City of Orofino received a Complaint regarding a sidewalk and the tripping hazard on College Avenue. The complaint was turned over to city staff for investigation.

ICIO Letter - A draft letter addressed to Idaho Department of Corrections was submitted to the Council for review and approval from Michael Martin, Water/Wastewater Supervisor. Martin responded that the ICIO facility needs to look at installing their own screening equipment on their facility grounds to relieve the ongoing trash that is being flushed through the system. Martin reported he removes up to 4,000 pounds of garbage per week in the system due to people throwing trash in the sewer system. At one time the ICIO facility did have screening equipment in place but it broke down and was never repaired. Nothing is currently in place preventing food and garbage from being flushed. Councilmembers voiced their approval of the letter and asked Martin to keep them updated.

Building Code Enforcement - A copy of a letter was submitted to the Council for information only regarding a Building Permit Violation at 145 107<sup>th</sup> Street.

#### DEPARTMENTAL REPORTS

Administrator - No report. Administrator Laam was not in attendance of the meeting.

Treasurer - Treasurer Wilson submitted the Clearwater County Tax Recap Report ending December 2018 to the Council for review.

Building Official - A copy of the November 2018 Building Permit Report was submitted to the Council for review. Building Official Perry reported the UFO Committee is in the process of compiling a tree inventory on all the trees in the parks and streets. Data from the inventory will be entered into a computer program that will identify the species, condition and location of all trees.

Public Works - Public Works Supervisor Miller reported a massive water leak was fixed on the 12" water main on Dunlap Road. The leak was located at a 90° connection angle where it simply broke away from its joint connection. A new three-thousand-pound ecology thrust-block was poured to help stabilize the water line where the connection separated. Councilmember Dunaway commended Public Works for their fast response in fixing the problem. In other news, Miller reported a lot of grease and debris was causing the Main Street Lift Station to fail. Miller will use an enzyme treatment to help dispose the grease. Miller met with Tory Knap who will clean Brookside Landings grease trap on a monthly bases to help reduce the amount of grease entering into the city system. Mayor Smathers asked the media if they would write something about the four-thousand pounds of garbage that's pulled out of the Wastewater Plant every week. Mayor

Smathers commended Public Works Crew for going above and beyond their work hours to fix the water leak.

Police - Police Chief Wilson reported he received information that in January 2020 the police tablets that are installed with Windows 7 will no longer be tech-supported. Wilson commented the officers use the tablets in their vehicles for e-ticketing and this is the 5<sup>th</sup> year of utilizing the tablets. Wilson is looking for grant money to help off-set the cost of replacing the operating systems. It was noted Wilson will budget for new winter truck tires for next year.

In other news, Wilson stated he has been in consultation with the Map Crime Software Company regarding data that will allow individuals to pull up all incidents in a neighborhood or specific area. Wilson was initially informed in the beginning that that this new software will print off all incidents, but was later informed that incidents with actual cases can only be printed. He was looking for software that prints out crime mapping including traffic stops and the nature of calls on various streets. Only designated cases are on the crime map and not any other service calls. Wilson was going to ask for a refund for the software based on this is not what he initially wanted or was led to believe. Wilson will investigate more and see if there is a software company that can provide what he was looking for.

Councilmember Swayne commended Chief Wilson on another successful Christmas 911.

Water/Wastewater - Water Wastewater Supervisor Martin reported on January 15, he along with Public Works Supervisor Miller will be working with DEQ on a Sanitary Survey.

Fire - Fire Chief Hoyt reported the Fire Department received sixteen new hand radios. Hoyt commented that he did not see an inventory list on the equipment so started one and will issue the radios to fire personnel with names attached to who has a radio. Hoyt also indicated that he ordered T-shirt's for the Fire Department staff. It was noted Hoyt is working on establishing new policy and procedures which will interface with Orofino Businesses when a Commercial Building is required for annual inspections for Fire Safety and Building Safety.

Councilmember Swayne inquired if Hoyt has had a chance to review any of the current Fire Agreements that may be outdated or in need for an update. Chief Hoyt responded that he is now looking over the agreements.

## RESOLUTION

RESOLUTION NO. 19-482 - RESOLUTION NO. 19-482 OF THE CITY OF OROFINO, IDAHO ACCEPTING THE GRANT OFFER OF THE STATE OF IDAHO THROUGH THE IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF AERONAUTICS, IN THE MAXIMUM AMOUNT OF \$7005.89 TO BE USED UNDER THE IDAHO AIRPORT AID PROGRAM, FS PROGRAM NUMBER: f198S68, PROJECT NUMBER: AIP-007 IN THE DEVELOPMENT OF THE OROFINO MUNICIPAL AIRPORT.

Councilmember Swayne made a MOTION to proceed with the Grant Agreement and read Resolution No. 19-482 in its entirety. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

## ANNOUNCEMENTS

Mayor Smathers announced he was notified from Sarah Johnson, OES Counselor, to pass on information to the city council, staff and the community to get involved in the OES 2019 Great Kindness Challenge (GKC). OES will be having an all school assembly on Tuesday January 29<sup>th</sup> to kick off the GKC 2019 at 12:30 pm. All Council Members, City Staff, Police Officers, Fire Men, EMT's and all other community members are encouraged to attend.

## COUNCIL COMMENT


Councilmember Dunaway publicly thanked the 6<sup>th</sup> Grade Students for attending tonight's meeting, and encouraged them to attend any time.

## PUBLIC COMMENT

Dr. Charity Robinson made a suggestion for the students that attend tonight's meeting to help educate fellow students and get the word out on "no flushing of garbage down the toilets and sinks", that way it can be very effective for the children to become involved and help educate their peers and families.

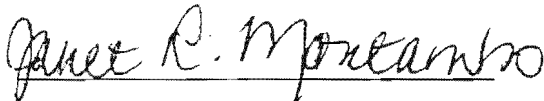
## ADJOURNMENT

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



Ryan Smathers, Mayor

ATTEST:



Janet R. Montambo, City Clerk