

Approved Minutes

Regular City of Athol City Council Meeting

Held in the Council Room in City Hall

Tuesday, August 20, 2024

6:00pm Regular Council Meeting

Mayor Ruch called the meeting to order at 6:00 P.M.

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

REPORTS:

TREASURY REPORT - Lori submitted the July 2024 report. Lori read the ending STCU Checking account balance on the report was \$62,769.51; the ending Savings/Money Market account was \$131,094.55; and the ending LGIP account balance was \$1,243,279.67. The P1FCU Money Market is \$136,264.19 and the savings were \$28,363.89. She also presented the 3rd Quarter Financial Year to Date Statement; she shared a copy will be made available on the city website. Total revenues to date received were at 76.35% and total expenses were at 56.38% and since we are now 75% of the way through the year, we are on track. No additional questions.

WATER REPORT- Lori submitted a written report. Lori shared the July usage was 12,176,423 million gallons; coin haulers were 763,800 gallons. July billed utilities was \$29,413.00, overage was \$6,286.00 of that. Collected was \$28,979.13. Lori shared that 6 account got door hangers giving them 24 hours to pay before shut-off, and that 33 accounts will be receiving a late fee this month.

PLANNER REPORT – Rand submitted a written report and then briefly mentioned each project matter: ACI Properties, MJMB regarding their special use on SE corner of Hwy 95 and Hwy 54 for a trucking business, no updates, the county is still waiting for comment from Lakes Highway District before deciding whether to approve the application. Chad Vinyard/Jack Pine Flats – nothing more on this; the county has not yet decided on that case yet either. Colton Acres First Addition- As previously shared a letter was sent to the applicant to correct some issues with their application before it can be determined to be complete. They have not yet answered or responded addressing those things. He has been in contact with Mr. Kimball their engineer for the wastewater facility. He may be bringing to the council their needs for a well or water to service hybrid popular tress that will be required for the system. Once more information or a request comes out on that we will share it with the council. Colton Acres Subdivision- The cul-de-sac paving at the end of Alice Court has been completed. Nothing more to do there, everything is all built out. Parking Lot/Design Stand Reviews – Kevin and Lori are still actively working with parking and landscaping on Rocky's Auto Body facility and Athol Eats food truck court. Rockys needs to basically start over due to the new requirements and Athol Eats has been approved, they should be just about finished soon, and paving has been completed. Area of City Impact (ACI) Rand shared the law of Senate bill 1403 that became effective this past July and what it means for the city. He encouraged the city to get a memo or request into the county community director to request our city being sooner rather than later. His concerns are that the timeline given to comply is just not enough time for the county to negotiate with all the surrounding cities and squeaky wheel gets the grease, so its time to start mentioning we would like to get going on this as soon as possible. The Mayor said he would be in touch with

***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.*

Rand to discuss this a bit more and the council agreed there should be something sent out soon. Council had a few questions on Rands report, that he then helped to clarify.

ACTION ITEMS:

1) **APPROVAL OF THE August 6th REGULAR MEETING MINUTES:**
Motion by Kramer, that we approve the last regular meeting minutes for the 6th, without amendments. *NO DISCUSSION NEEDED. All in favor-none opposed. **Motion passed. ACTION ITEM**

2) **APPROVAL OF BILLS AS SUBMITTED:** Clerk, Lori recapped a few of the less common bills and then the following motion was made: Motion by Kramer, that we approve paying the bills as submitted. *DISCUSSION All in favor-none opposed. **Motion passed. ACTION ITEM**

3) **DISCUSSION/APPROVAL of a Right of Way Agreement with INTERMAX** – Caitlin Kling and Chris Jasper was present and Catlin briefly spoke of why they have this request before the council today and was available to answer any questions they might have. There was a brief discussion regarding the location of their lines and whether they were above ground or in ground. Council felt strongly about not wanting any new poles in the event of above ground serve areas. After this brief conversation the following motion was made: Motion by Kramer, to approve the Right of Way Agreement with INTERMAX and authorize the Mayors signature as long as it has the new condition of the no new poles written into it. *DISCUSSION Roll Call Vote: Devine-yes; Kramer-yes; Porter-yes. **Motion passed. ACTION ITEM**

Public Hearing/Comments: Ki from Great West Engineering, lead a discussion about possible options of what to use the Community Development Block Grant funding for a new permanent restroom in the city park. Great West has been in the process of putting together a grant request for the city, there is a requirement to allow for public comment both at the beginning of this process and again 70% way through the project if awarded. May of 2025 is the possible award date, and we are looking at a pre-fab restroom facility. The actual dollar amount we are asking is unsure as we are still gathering quotes for the restroom, but the city has committed to use up to \$25,000 of their ARPA funds towards this project. With that the Mayor asked if there was anyone present wishing to make any comments. Just one question by Sheryl McDaniel, 5820 E Menser, - what type of restroom are you looking at? Public Works, Kevin Foster, gave a brief description as to the general type, because we hadn't picked any specific one yet. Closed at 6:48pm.

4) **PRESENTATION/DISCUSSION/APPROVAL of Resolution 2024-05 A Citizen Participation Plan.** Motion by Devine, to approve Resolution 2024-05 a Citizen Participation Plan. *DISCUSSION- Councilwoman asked if we already have this Citizen Participation Plan, Lori responded that we do, but it is old enough that we needed to update it. Other council members wanted to know if this is a requirement to apply for the grant, to which she was told yes. Lori clarified that it is the exact same language that we currently have. And that its really a vow of the council to do everything appropriate and necessary to include the public in this application process. **Roll Call Vote:** Kramer-yes; Porter – yes; Devine - yes. **Motion passed. ACTION ITEM**

5) **DISCUSSION/APPROVAL to Apply for the Community Development Block Grant for Funding of a Permanent Restroom in the City Park.** No further discussion was necessary. Motion by Devine to apply for the CDBG for funding of a permanent city restroom in the city park. **Roll Call:** Kramer - yes; Porter - yes; Devine - yes. **Motion passed/failed. ACTION ITEM**

DISCUSSION ITEMS:

LHTAC Tour – September 11, 2024 Lori shared an email regarding the tour bus that will be coming through our city in light of the recent grant funded projects completed in town. Various dignitaries and LHTAC Council members will be present. She feels it is a great opportunity to show them what we were able to do with the grant funds and how important these opportunities are to small cities. A good time to pick their ear on any

other matters or concerns you might have. She will try and get a better time frame and can let the rest of the council know the timeline for that if your interested in showing up.

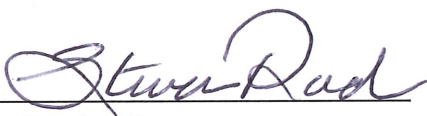
FY2025 Updated Draft Budget – Lori shared a slightly updated FY2025 Draft Budget, reflecting minor changes with the actual amount for the property tax maximum. She also included a copy of that L-2 to them. She then asked if there were any questions of the council or if they felt there was a reason to meet once more before the public hearing. Councilwoman Porter- had a few ideas of how to move some money around to possibly set money aside to work on the old city hall building in the park. After a brief discussion, Councilwoman Port will plan to meet with City Clerk, Lori and review her purposed changes. If there were substantial changes we might meet briefly before the public hearing, if they were minor enough changes, then they can just be shared at the regularly scheduled meeting. **She reminded everyone the Public Hearing will be held on September 3, 2024 at 6pm.**

ANNOUNCEMENTS: City Council- Councilwoman Devine wanted to know if anyone has gone over and met with the City of Spirit Lake yet for a possibility of doing a joint Parks and Recreation program. Staff replied that they hadn't yet, but they will get back on working with them on that. Councilwoman Porter- August 28th last date for comment period, regarding license plate readers and his \$5millions dollars in the budget for this; if anyone in interested in going and giving comment. / **Mayor** – none. / **Staff – Lori & Kevin** – nothing.

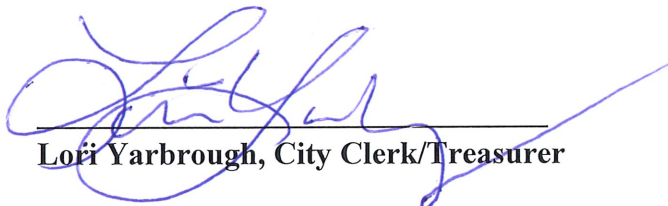
PUBLIC COMMENTS: None.

ADJOURNMENT at 7:13pm

ATTEST:



Steven Ruch, Mayor



Lori Yarbrough, City Clerk/Treasurer

Approved at Council on 9/3/2024