

MINUTES OF THE REGULAR COUNCIL MEETING HELD 4/9/2019

Mayor Ryan Smathers

6:00 p.m.

Pledge of Allegiance

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

Absent: Jennifer Dunaway

Staff: City Administrator-Rick E. Laam, Clerk-Janet R. Montambo, Treasurer-Donna Wilson, Public Works Supervisor-Shane Miller, Water/Wastewater Supervisor-Michael Martin, Police Chief-Jeff Wilson and Fire Chief -Jon Hoyt

Absent: Building Official-Todd Perry

Guests: Michael Garrett, School District 171 Superintendent

Media: Nancy Butler

AMENDMENT TO AGENDA

Councilmember Swayne made a MOTION to amend the agenda and add the Additional Bills as presented and to include the State Revenue Recap Report. Councilmember Simmons 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 March 26, 2019. Councilmember Schrader seconded the motion and it passed with a roll call vote resulting in all ayes.

BILLS AND CLAIMS

Councilmember Simmons made a MOTION to approve the regular bills and the additional bills as presented and the Payroll ending March 30, 2019. Councilmember Swayne seconded the motion and it passed with a roll call vote resulting in all ayes.

PETITIONS, APPLICATIONS, APPEALS AND COMMUNICATIONS

Tennis Courts-Lupe Simms - Ms. Simms was not in attendance of the meeting.

ITD Board Meeting April 17, 2019 - The City of Orofino received notification regarding the Idaho Transportation Board Meeting. ITD will be touring and meeting in District 2 on April 17-19, 2019. The business meeting will be held on April 17 at Lewis Clark State College, Lewiston, Idaho. The meeting will start around 12:00 pm after the Highway Safety Summit adjourns, the board will travel US-12 for its tour on Thursday, April 18.

Block Grant ICDBG Application Project Invite for presentation - The City of Orofino received a letter from Dennis J. Porter, Manager Idaho Department of Commerce. Idaho Department of Commerce received the City's Rural Community Block Grant (RCBG) application for the Orofino Business Center Expansion Project. The application scored high enough to present the project to the Economic Advisory Council for funding consideration. The presentation will take place April 25, 2019 at 11:00 a.m. at the Idaho Department of Commerce in Boise. Mayor Smathers, City Administrator Laam, Chris St. Germaine, CCED Specialist and Steve Stajkowski owner of SJX Jet Boats will travel to Boise to present the application.

On another note Mayor Smathers commented that he received email notification from Kendra Witt-Doyle, Executive Director, Blue Cross of Idaho Foundation for Health. The City of Orofino was one of two cities in the state to receive the Community Transformation Grant through its High Five initiative. Official press release will go out tomorrow. The High Five grants target improving the health of youth through physical activity and access to healthy affordable foods.

Budget Schedule FY 2019-2020 - A copy of the Budget Schedule FY 2019-2020 was submitted to the Council for review.

DEPARTMENTAL REPORTS

Administrator - Administrator Laam reported it's that time of the year to begin planning for the FY 2019-20 Budget. Laam met with Department Heads and gave them the necessary documents and memo describing this year's budget process. He indicated that he will be proposing somewhat of a frugal budget for next year. We have had to use money from our reserve to balance this year's budget and then amend the budget for unanticipated expenditures. Laam requested from all Departments to keep their bottom line at or below the current 2019 budget, minus any grants or major expenditures. There most likely will be exceptions and circumstances on trying to keep departmental budget status quo. First, we don't have a good grasp on the full operational costs of the Fire Department, especially with the hiring of a full-time Chief and the recruitment of new and returning firefighters. We should have a better snapshot of operational expenses once the new Chief settles in and organizes his department. Second, the Water Treatment Department is facing some major repair work on the one million-gallon water reservoir. They will need to expend around \$250,000 on internal tank renovation which must come from our reserves. Additionally, the slip-lining of some sewer lines needs to continue with \$200,000 being planned for next year.

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Laam highlighted a few of the cost-cutting measures for next year:

- No COLA is being planned for.
- Any increase in medical premiums will be absorbed by the employee and not the city. Of course, this is contingent upon the actual increase by Regence.
- No new or used vehicles will be purchased, money will be set-aside in the Vehicle Fund for future savings and procurement of vehicles.
- There will be no change in the city's VEBA program.
- There are no plans to increase water, sewer or community lighting fees. Sanitation is always an unknown variable because Simmon's has a contractual right to request an annual COLA.

In other business, Laam noted that he spoke with Mascot Equipment regarding the card-lock system for the airport. The system should be shipped out this week and delivered to Orofino on Friday. It will take two men one week to install the new system.

Treasurer-Treasurer Wilson submitted the State Revenue Recap Report to the Council for review.

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

Public Works - Public Works Supervisor Miller reported to the Council the main sewer line in the park is having problems and backing up. After further investigation, there was massive amounts of grease that had solidified in the line along with a bed sheet and empty bottles. It was noted the sheets were flushed from the jail where inmates purposely try to flood their cells. Miller is working with a vendor who sells Biolenica, a chemical which helps detect and remove grease within the sewer system. Biolenica would be introduced into the system through a monitor or pump near the water plant and costs \$3,000 for six months.

In other news Miller will meet with Mountain Water Works regarding the I&I in the sewer system, and he will be attending a Public Works Co-op Meeting in Moscow later this month. Miller commented this is a great networking group of Public Works Officials from surrounding areas.

Police - Police Chief Wilson reported all new computer equipment has been ordered and received for the police vehicles. In other news, Wilson wanted to publicly acknowledge Prosecuting Attorney Clayne Tyler and Sergeant Vince Frazier for their hard work and time spent on preparing for the Colpitts murder trial. Wilson said it was very intense and he had nothing but praise for all the long hours it took to prepare for the trial. Wilson also wanted to thank the Clearwater County Sheriff's Department. During the trial they sent a couple of their Deputy's to pick up a witness in jail located in Middleton Colorado. Wilson reported he had no one available to make the trip so the Sheriff was able to accommodate the police department. The city will be responsible for paying motel, fuel, per diem and a ticket to fly the prisoner back to Middleton, Colorado. Wilson expected this and has a line item in his budget to cover for the costs that will occur during the trial.

Water/Wastewater - Water/Wastewater Supervisor Martin reported the water pay station at the RV Dump is up and running. People can now pay for water when filling up their storage tanks. In other news, the water plant is shut down during the high-water flow in the river. Martin commented, the turbidity in the river is so high they are unable to read it.

Fire - Fire Chief Hoyt reported the department is busy with calls and Business Inspections. It was noted the Fire Department will attend a free three-day Extrication Class here in Orofino August 9, 10 and 11th. The State of Idaho will facilitate and pay for the training. Orofino Body Shop donated 6 vehicles for the training.

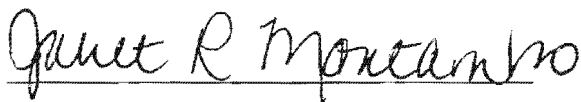
ADJOURNMENT

At 6:30 p.m., Councilmember Simmons made a MOTION to adjourn. Councilmember Swayne seconded the motion and it passed unanimously.

A handwritten signature in black ink, appearing to read "R. Smathers", written over a horizontal line.

Ryan Smathers, Mayor

ATTEST:

A handwritten signature in black ink, appearing to read "Janet R. Montambo", written over a horizontal line.

Janet R. Montambo, City Clerk