

MINUTES
REGULAR MEETING OF THE KENDRICK CITY COUNCIL
APRIL 19, 2016

At 6:00 PM Mayor Mark Lapinskas opened the regular meeting and led in the Pledge of Allegiance. Present were council members Matt Kathanimane, Dale Lisher, Sarah Miles, and Paul Rush, maintenance supervisor Steve Howerton, and city clerk Barb Wilson. Guests present were Nathan Reetz, Richie Skiles, Fran Lisher, Dean King, Lisa Kathanimane and Andrea Masom.

Sarah made a motion with Dale seconding to amend the agenda in accordance with Idaho Code 74-204(4)(c) to include the Electric Service Agreement with Avista Corporation that was just received.

The minutes from the March 22, April 5, 6 & 11, special meetings were reviewed. Dale made a motion with Sarah seconding to approve the minutes from all meetings. All were in favor.

Disbursements were reviewed. Dale made a motion with Sarah seconding to approve the disbursements totaling \$25,372.72.

Sarah made a motion with Matt seconding to authorize the mayor to sign the Avista Corporation Electric Service Agreement for the sewer improvement project and authorized the city clerk to pay the \$12,723.19 through our interim financing loan with Idaho Independent Bank. All were in favor.

Nathan Reetz is running for Latah County Sheriff and came to introduce himself. He has been a deputy for seven years and he said he knows what needs to be changed. He would focus on drug issues and would like to get drug dogs. He thinks communicating with citizens is important and said you would see more of a presence from the Sheriff in the communities.

Richie Skiles is running for Latah County Sheriff. He said he ran three years ago and only lost by 102 votes. He is currently the City of Troy Police Chief and brings 20 years of experience. He would also like to see K9 units and has K9 handlers lined up. He would restore 24 hour patrol coverage. Richie said the City of Kendrick used to pay for 23 hours a week of coverage and that he was assigned to Kendrick and was also the school resource officer many years ago.

Sarah asked why the city should have to pay for more hours of coverage if we are in Latah County. Officer Reetz said he was down in our area eight hours in the last two days. Sarah said there is a huge feeling in the community that no one cares about Kendrick. Officer Reetz said he works graveyard and has spent a lot of time in Kendrick. Mark said that we are willing to do what we need to do to provide help to the officers.

Richie said he would be a working sheriff in uniform and his heart is for the communities. He would like to see a substation in all of the communities. He would like to re-establish a task force and community. The City of Kendrick has restrooms and a workspace for the officers at the Fire Hall.

Lisa Kathanimane said there was an issue since last summer when a dispatcher hung up on her and dispatchers have refused to put calls through to deputies. One of the officers said they have new people (as dispatchers) and that they may need better training.

Richie said he would have an open door policy and citizens will be able to reach the sheriff. He said his job is to protect and serve. Richie said that happy employees are productive employees. He said that administration needs a tune-up.

The mayor said he appreciated both of them coming to the council meeting.

CORRESPONDENCE/ANNOUNCEMENTS/PUBLIC COMMENTS: No public comments.

The city received a letter from our attorney, Will Herrington, stating his hourly fee was increasing from \$135 to \$145 on June 1, 2016. There will also be a \$10/hour increase in January 2017 and another \$10/hour increase in January 2018.

The city received a letter from the Arbor Day Foundation recognizing the City of Kendrick for being a Tree City USA for 2015.

Mountain Waterworks Principal Engineer Stuart Hurley said on April 19, 2016, five responsive bids and one non-responsive bid were received from qualified contractors to perform the wastewater improvement project. The lowest responsive bid received was from Irminger Construction for an amount of \$1,096,688. MWW recommended that the City select Irminger construction to complete the wastewater improvement project. Stuart said that Irminger Construction is out of Boise and they are a fantastic contractor as they have worked with them before. If the City agrees with MWW's recommendation, then the contract will go to USDA RD. He said the contract is pending until it is reviewed and approved by USDA RD.

NEW BUSINESS:

Dale made a motion with Sarah seconding to accept the 1.1 million dollar contract with Irminger Construction and authorized the mayor to sign the contract when it is ready. All were in favor. The city attorney will also need to review the contract.

Abrams cancelled prior to council meeting.

Steve presented a five year plan on what projects needed to be accomplished each year for 2016 through 2020. Extensive water testing must be done every three years. In 2020 the upper reservoir will need to be painted both inside and out at an estimated cost of \$22,000. The pump that Steve is replacing this year is the first pump he has replaced since he has been here (26 years). The city has added two new pumps since 2007. The city has to periodically replace the meters going to residences. We should budget about three meters a year. Steve projects we need at least \$5,000 - 6,000 a year in the budget for projects and testing. This figure does not include regular operating supplies, salaries or truck costs. In 2017 we need to have Strom Electric install a new variable frequency (Aqua) drive for an estimated cost of \$2165. Over a five year period we should recover the costs because a newer frequency drive would pay for itself in energy costs.

Dale would like to lower water rates by including 1000 gallons of water in the base fee, which would amount to \$2.00/month less revenue on each utility account. Mark reviewed a letter from John Lynn at USDA RD that reminded the council that our bond contract requires the City to charge a sufficient amount for water to be able to meet our bond payment obligations and to maintain our current system and be setting aside money for unexpected repairs. Sarah said we are low in reserves for water. She said she would love to give the water to the citizens, but we can't afford to do that right now. Sarah said giving away free water goes against society. She doesn't think we should go backwards. We can have Idaho Rural Water Association do a water rate study. Mark said the town is cooler if it is green. There are 211 water connections that pay the base rate of \$44. We will see some savings in the salary of the new public works director's wages starting in August.

If we had to do a major repair, we may not have the funds. We have \$20,000 in the State Pool Savings. It could take about ½ of that if one of the pumps went down. Andrea Masom said the state has a rural resource (called Idaho Rural Partnership) that will look at expenses and budgets and make recommendations. Their website is IRP.Idaho.gov. Matt said we raised the water and sewer rate because we thought expenses would go up. He said the City of Kendrick demographics have a lot of fixed income retirees. The cost of business is always going up. We are constantly looking to the residents. Matt would like to see the City give 1000 gallons for 5 or 6 months which would only be about \$12/per account which he feels is a drop in the bucket. Paul agrees with Matt. He thinks we should lower the base rate to make people feel better.

It was mentioned that the City of Winchester also has a base rate of \$44.00/month, but we don't know what the geographic differences could be. (The city clerk called the City of Winchester after the council meeting. They have a base rate of \$44/month which includes 3740 gallons of water, however they are about to increase the base fee to \$45/month and after the 3740 gallons they charge \$3.74/1000 gallons (which is also going up) where as we charge \$2.00/1000 gallons for the first 5000 gallons.) We need to maintain the system that we have. If water and sewer break down, the entire community goes down. We can't keep running on a slim margin and then if a major issue happens we are without the money for unexpected repairs. Steve said that part of why the increases have occurred is because the City has added two new wells since 2007. We need to analyze our own budget. The reservoir holds 350,000 gallons. The Brocke & Sons fire last March used \$112,000 gallons to fight the fire.

Mark thinks that we should have a rate study done before we make any decisions. John Lynn said that Diane Sauer at IRWA said it would cost \$55/hour at a rough estimate of 12 – 14 to conduct the water study. Matt said if we did the study, we could make an educated decision. Dale said that he talked to John Lynn and John said the financial problem is not unique to Kendrick. Andrea wondered if the City of Kendrick could pool their resources with the City of Juliaetta.

The June council meeting conflicts with the AIC Conference that the clerk is going to in Boise. The June council meeting will be moved to Monday, June 20.

The Budget Hearing is scheduled for Tuesday, August 16, at 6:00 PM at the Fire Hall.

Mark brought up the idea of having business licenses required in the City. He suggested a one-time fee of \$10.00. This would allow us to monitor businesses and make sure they are in the proper zoning. The City could potentially create a community brochure listing the businesses.

The Board of Latah County Commissioners will hold a meeting on Wednesday, April 27, at 2:00 at the Kendrick Fire Hall. Dale, Paul and Barb are planning to attend. The public is invited.

In response to the request from Abrams to be able to do something about the property next to them that is vacant, Mark is recommending that the City create a nuisance ordinance. Not to step on the rights of the property owners, but to have some basic things that would allow us to address property issues that could cause the property value of a neighbor to suffer. A draft using the nuisance ordinance from the City of Potlatch was passed out. We will look at this at the next meeting.

UNFINISHED BUSINESS:

Val Norris cancelled prior to the council meeting.

The clerk will try to find a date to have a tree ordinance workshop. She will email the council with possible dates. We will invite Andrea Masom to join us.

Mark has not signed the FEMA/LOMA request from Brocke & Sons. He has been waiting for our attorney to review it. Steve said (the majority of) the Brocke & Sons buildings have been placed above the flood elevation. He doesn't think there is any liability to the City. Mark said he would go ahead and sign it. It also requires the building inspector's signature.

The mayor would like to have some of the pool committee be present when we review the pool report. We will invite them to come to a council meeting.

The council will review the personnel policy at a future meeting. The council should be reviewing the policy and noting if they have any proposed changes.

MAINTENANCE DEPARTMENT:

Steve did not have anything to report. Dale asked about loose dogs. Steve doesn't know whose dogs they are.

TREASURERS REPORT:

Barb reviewed the cash flow report. As of March 31, we have \$487,983.92 in all combined accounts. The City purchased a new CD for \$40,000 for the Zion's Bank water/sewer loan reserve for 30 months. The State Unemployment and 941 reports will be mailed tomorrow. Barb (and Paul) are planning to attend the AIC Spring District Meeting on Friday, April 22, in Moscow.

At 8:04 Dale made a motion to go into Executive Session in accordance with Idaho Code 74-206(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. A roll-call vote was taken. Sarah - yes, Paul - yes, Matt - yes, Dale - yes

At 8:27 Dale made a motion with Paul seconding to adjourn the executive session and return to the regular session.

Sarah made a motion with Dale seconding to hire Jacob (Jake) Lustig as the new public works director. The council agreed to offer Jake \$17.75/hour. The council will revisit the hourly pay as Jake obtains his water and sewer licenses.

At 8:30 Sarah made a motion with Dale seconding to adjourn the meeting. All were in favor.

Mark Lapinskas, Mayor

ATTEST:

Barb Wilson, Clerk/Treasurer