



# Rathdrum

## City Council Minutes

March 9, 2016

6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261

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**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

### 1) CALL THE MEETING TO ORDER

Meeting called to order by Mayor Holmes at 6:01 p.m.

### 2) PLEDGE OF ALLEGIANCE

### 3) ROLL CALL

**PRESENT:** Councilor Meckel, Councilor Worthen, Councilor Holmes and Mayor Holmes.

**ABSENT:** Councilor Laws

**STAFF:** City Engineer/Public Works Director Jump, City Clerk Halligan, Finance Director/Treasurer Taylor, Park & Rec Director Singer, Lieutenant Friis and City Attorney Cafferty.

### 4) AMENDMENTS TO THE AGENDA

Councilor Meckel stated that he called and asked that City Administrator discussion be put on the agenda and I want to know why it was not put on the agenda like he requested.

Mayor Holmes stated that he did not want to put it on the agenda yet because I'm not ready to discuss it. You guys can add it as a group to the next council meeting.

Mayor Holmes stated I was going to discuss this at the end under Mayor's Report. At this time we are gathering information as to what the other Cities are looking for and who is available.

Council discussed the new City Administrator position at length.

Councilor Holmes made a Motion to place the City Administrator on next month's Council agenda so we can talk about this more. Seconded by Councilor Worthen.

**AYES:** Councilor Holmes  
Councilor Worthen  
Councilor Meckel  
**NAYES:** None  
**ABSENT:** Councilor Laws

Motion Passed by all

#### 5) **CONSENT CALENDAR APPROVAL**

- A) Special Council Minutes of January 20, 2016
- B) Regular Council Minutes of February 10, 2016
- C) Regular and Special Bills as presented
- D) Approval of the Password Agreement
- E) Approval of Rental Agreement for a Vibratory Roller
- F) Approval of Avista Electric 2<sup>nd</sup> Street Light Contract
- G) Approval of Corbin Crossing South Development Agreement

Finance Director/Treasurer Taylor gave a brief overview of the Consent Calendar.

Councilor Meckel made a MOTION to approve the consent calendar as presented. Motion seconded by Councilor Worthen.

**AYES:** Councilor Meckel  
Councilor Worthen  
Councilor Holmes  
**NAYES:** None  
**ABSENT:** Councilor Laws

Motion passed by all

#### 6) **CEREMONIES AND REPORTS**

7) VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3 minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.

8) OLD BUSINESS

A) Discussion of Community Development Block Grant (CDBG) Sponsorship

City Engineer/Public Works Director gave a brief presentation on the CDBG.

ACE Hardware is requesting the City of Rathdrum to sponsor an Idaho Community Development Block Grant for public infrastructure improvements in the State Highway 41 public right-of-way, from Boekel Road to approximately 650 feet south, and in the Boekel Road public right-of-way, from State Highway 41 to Ohio Street.

The project costs are approximately \$200,000. However, with not yet engaging in engineering design efforts, the project costs may range from \$150,000 to \$300,000.

Sherri Wastweet  
Grant Program Administrator  
Panhandle Area Council (PAC)

There is typically 3.5 million dollars available for Downtown Revitalizations and job creation projects. I don’t know how many other projects are going in. However, because we are not asking for the full maximum amount they look a little better at these type of projects. We are only asking for a grant of 186,000 dollars were as you can ask for half a million dollars.

Councilor Worthen made a MOTION to turn this into a public hearing for the Community Development Block Grant for the improvements in the area of Boekel Road and State Highway 41. Motion seconded by Councilor Meckel.

<b>AYES:</b>	Councilor Worthen Councilor Meckel Councilor Holmes
<b>NAYES:</b>	None
<b>ABSENT:</b>	Councilor Laws

Motion passed by all

## 9) PUBLIC HEARINGS

### A) Application for Improvements in the area of Boekel Road and SH41

#### ***Mayor Holmes opened the Public Hearing***

City Engineer/Public Works Director Kevin Jump gave a brief presentation.

ACE Hardware is requesting the City of Rathdrum sponsor an Idaho Community Development Block Grant for public infrastructure improvements in the State Highway 41 public right-of-way, from Boekel Road to approximately 650 feet south, and in the Boekel Road public right-of-way, from State Highway 41 to Ohio Street.

The City will manage and utilize a combination of CDBG funds, City of Rathdrum General Funds, and in-kind services being provided by the City of Rathdrum to oversee the construction of the public infrastructure improvements.

Sherri Wastweet  
Grant Program Manager  
Panhandle Area Council (PAC)

With these type of projects Idaho Community Development Block Grant requires two Public hearings for every Grant application. One during the application process, which is what we are doing now and then another one if funded during the construction process. They used to like have it midway through construction, now they like construction to be 80% or further along before we have the second hearing.

By agreeing to hire 10 individuals at the new ACE hardware store, they are agreeing to 51% of them being low to moderate income individuals. That is what makes this project eligible.

There is a Citizen Participation Plan that I believe you are passing tonight. It has to be passed and I will be needing a copy of that as soon as possible signed and the Fair Housing Plan Resolution. Those are the two documents that need to be signed and passed before we can move forward with the application. It is due March 21<sup>st</sup>, 2016 which is two weeks from Monday. There will also be a certification form that the Mayor will need to sign and it is agreeing to the Uniform Relocation Act.

#### **Public Testimony**

#### **In Support:**

None

**Neutral:**

None

**Opposing:**

None

***Mayor Holmes closed the Public Hearing.***

Mayor Holmes stated that we will move on to 10A.

**10) NEW BUSINESS**

- A) Consider Resolution for a Citizen Participation Plan for an Idaho Community Development Block Grant

If the Rathdrum City Council agrees to sponsor the CDBG application for public infrastructure improvements in the vicinity of SH41 and Boekel Road, then we are required to adopt a Citizen Participation Plan.

Councilor Meckel made a MOTION to adopt the CDBG application Citizen Participation Plan. Motion seconded by Councilor Holmes.

**AYES:** Councilor Meckel  
Councilor Holmes  
Councilor Worthen

**NAYES:** None

**ABSENT:** Councilor Laws

Motion passed by all

- B) Consider Resolution for a Fair Housing Plan for an Idaho Community Development Block Grant

Councilor Meckel made a MOTION to approve the CDBG application for Fair Housing. Motion seconded by Councilor Worthen.

**AYES:** Councilor Meckel  
Councilor Worthen  
Councilor Holmes

**NAYES:** None

**ABSENT:** Councilor Laws

Motion passed by all

**C) Approval to purchase easement for Pathway at Highway 41/Boekel Rd**

City Engineer/Public Works Director Kevin Jump gave a brief presentation.

In order to extend the pedestrian pathway, we need to acquire a 15-foot wide easement from the House of Prayer Church. As part of our discussions with the church, we have agreed upon a 1-time payment of \$ 1,500 for this easement.

Councilor Meckel made a MOTION to approve the Boekel Rd Pathway extension authorizing a one-time payment of \$1,500 for the easement and authorize the Mayor to sign any documents therefore. Motion seconded by Councilor Holmes.

**AYES:** Councilor Meckel  
Councilor Worthen  
Councilor Holmes  
**NAYES:** None  
**ABSENT:** Councilor Laws

Motion passed by all

**D) Approval to purchase right-of-way at Meyer Rd to extend pathway**

City Engineer/Public Works Director Kevin Jump gave a brief presentation.

In order to extend the pedestrian pathway, we need to acquire approximately 5,000 ft<sup>2</sup> of right-of-way from John Kirk. We are in the beginning stages of negotiating the purchase of this parcel of right-of-way.

I'm herein seeking Council's authorization to purchase the public right-of-way for an amount not-to-exceed \$5,000. In addition, because the earthwork activities (slope construction for the pathway) will encroach upon the existing fence, we are anticipating the need to replace this fence.

Councilor Worthen made a MOTION that we purchase the easement for the pathway on Meyer Rd from Mr. Kirk as explained to us and have the Mayor sign the contract. Motion seconded by Councilor Holmes.

**AYES:** Councilor Worthen  
Councilor Holmes  
Councilor Meckel  
**NAYES:** None  
**ABSENT:** Councilor Laws

Motion passes by all

**E) Approval of Tot Lot Equipment Purchase for Roth Park**

Park and Recreation Director Eric Singer gave a brief presentation.

We are here tonight to ask the Mayor and Council permission to purchase and install new playground equipment at Roth Park. The project was budgeted for and the funds for the project will come from Park Improvements. Cost of the playground equipment will be \$10,140.00 which includes the shipping costs.

Councilor Meckel made a MOTION to approve the Roth Park playground in the amount of \$10,140.00 to Garrett and Company, Inc. and authorize the Mayor to sign all documentation. Motion seconded by Councilor Holmes.

<b>AYES:</b>	Councilor Meckel Councilor Holmes Councilor Worthen
<b>NAYES:</b>	None
<b>ABSENT:</b>	Councilor Laws

Motion passes by all

**F) Approval of funding Majestic Park Amphitheatre construction**

Park and Recreation Director Eric Singer gave a brief presentation regarding the conceptual plan in the Northeast corner of Majestic Park.

This includes the construction and the construction costs of the main facilities in the project including a picnic shelter, observation area, stage, dance floor and pathways. Other cost estimates included will be irrigation and seeding.

We would like Mayor and Council to allow the Parks \$80,000.000 to complete this project. This money would come out of the FY 2016 Impact Fees.

We would like permission to move forward to seek bids for each of these sub-projects to make this addition to the park.

Councilor Meckel made a MOTION to approve the Majestic Park NE portion not to exceed an estimated construction cost of \$90,000. Motion seconded by Councilor Worthen.

**AYES:** Councilor Meckel  
Councilor Worthen  
Councilor Holmes  
**NAYES:** None  
**ABSENT:** Councilor Laws

Motion passes by all

## 11) STAFF REPORTS

### A) Finance Reporting

Finance Director/Treasurer Melissa Taylor gave a brief report on some of the things we have been doing since last month.

### B) Park and Recreation Reporting

Nothing

### C) Police Reporting

Nothing

### D) Public Works Reporting

City Engineer/Public Works Director gave a brief report on some of their projects.

- Flashing school zone crosswalk signs. We are under contract, we have placed the order with the sign people. Everything seems to be going smoothly. I do need to hire a consultant who is ITD certified in construction and inspection. We will have the signs by the end of April and installed by the second or third week in May.
- We are updating our Water Ordinance. We will bring that to Council in April.
- We are updating our Waste Water Pre-Treatment Program.
- Rathdrum Mountain – Our landscaper, architect and our surveyor met up on the mountain today to talk about what they need to get information wise for a Topographic survey.
- Majestic Park water pressure issue. Corbin Crossing S is submitting a construction plan and as part of that we are asking them to build a separate 16 inch low pressure water main.
- The test well on Highway 41 the drilling should take place March 21<sup>st</sup>.
- The building we are sitting in, we have roof leaks. We have had the building inspector take a closer look at the building and we have hired a structural engineer come in and take an assessment. We have structural settling in this

building. We are preparing to make improvements to the building but we are looking at a cost.

**12) MAYOR'S REPORT/APPOINTMENTS**

**13) COUNCIL REPORTS**

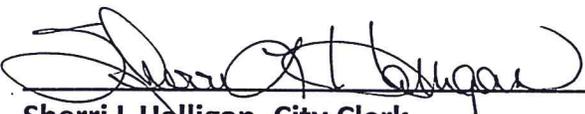
- Councilor Meckel – KMPO meeting was cancelled last month so tomorrow is our next meeting. Eric congratulations on your promotion. I think you will do a great job. You have my full support. Kevin great job on the Crossing lights.
- Councilor Worthen – I will be available to be a full time Councilman after June because I am retiring teaching school.
- Councilor Holmes – I would like to make a request to Eric. The dog park is like a mine fill. No one is picking it up. If you could maybe have some go out & clean it up.

**14) ADJOURN**

Meeting adjourned at 7:46

  
\_\_\_\_\_  
Vic Holmes, Mayor

**Attest:**

  
\_\_\_\_\_  
Sherri L Halligan, City Clerk

**Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours' notice prior to the meeting.**

