ASOTIN CITY COUNCIL MINUTES
Tuesday, November 12, 2013
Asotin City Hall, 121 Cleveland Street, Asotin WA

CALL TO ORDER: Mayor Bonfield called the City Council Meeting to order at 5:30p.m.

PLEDGE OF ALLEGIANCE: Councilmember Appleton Led the Pledge of Allegiance.

ROLL CALL: Mervin Schneider, Joe Appleton, Greg Fry, Jennifer Bly

STAFF PRESENT: Tiffany Rogers, Clerk/Treasurer, Jane Richards, City Attorney, Eric Hasenoehrl, City Engineer

PRESS: None

AUDIENCE: Tina Davidson, Stillman Norton, Evan Southwick, Brenna Southwick, Mark Fleming, Susan Fleming, Jenny Ross, JoAnne Miller, Peggy Hansford, Elaine Greene, Lynn Jarvis

PUBLIC HEARING: None

ORAL COMMUNICATIONS- PUBLIC COMMENT: None

CONSENT CALENDAR:
The Council was presented with the following consent agenda:

1. Minutes of Budget Workshop October 28, 2013
2. Minutes of October 28, 2013 Regular Meeting
3. Expense Checks# 35201-35235 $20,796.98
4. Payroll Checks#35177-35200 $21,751.14
5. EFT – IRS $3,216.62

Councilmember Bly made a motion to approve the consent calendar. Seconded by Councilmember Fry. There was no discussion. All Aye. Motion carried.

Excused Councilmember's – Bob Van Pelt
Unexcused Councilmember's - None

SCHEDULED PUBLIC AGENDA ITEMS: None

OLD BUSINESS:

1. **American Tower Proposal**
   City Attorney, Jane Richards stated the proposal that is currently before the city is a lease by out with financial incentives. American Tower would like to covert the agreement to an easement. City Attorney, Jane Richards will have more information at the November 25th Council meeting when she has additional communications with American Tower. The manger of American Tower was going to be out of the office for a week.

2. **Cemetery**
   City Attorney, Jane Richards, asked that this topic be deferred until further information is gathered.

NEW BUSINESS:

1. **Asotin County Fair Royalty introduction and update on Fair and Rodeo Dates**
   The 2014 Asotin County Fair and Rodeo Court introduced themselves to the council. Susan Flemming is 16 years old and a sophomore at Clarkston High School. Brenna Southwick is 16 years old and a sophomore at Asotin High School. Jenny Ross is 17 years old and the granddaughter of Vaden Floch and a junior at Asotin High School. All three of the girls are involved in community activities and look forward to serving as the 2014 Asotin County Fair and Rodeo Royalty. Fair Board President, Peggy Hansford would like to ask permission to use the city property for the carnival and to paint the bulls head icon on the city streets. The following is the schedule for the 2014 Asotin County Fair and Rodeo Events:

Horseshow	April 12th and 13th
Rodeo	April 18th 19th and 20th
Parade	April 19th time change Parade starts at 1:00pm
Fair & Carnival	April 25th – 27th

   City Attorney, Jane Richards asked if the Fair was going to be using the same carnival company as last year. She asked Fair Board President, Peggy Hansford why does the Fair Board enter into a three year contract with the carnival company verses a year to year contract? Fair Board President, Peggy Hansford replied, it is the carnival company that asks for a three year commitment so they can schedule for additional long term events. City Attorney, Jane Richards asked the Fair Board to please consult with the city council first when contracts or policies involve the City of Asotin. Mayor Bonfield will inform the Fair Board if the bulls head icons can be painted on the new surface of 2nd Street after she talks with the engineer to make sure the surface is ready to receive paint. It is thought that the new surface holds and retains paint longer than the other streets. However, all other streets are available to paint. Fair Board President, Peggy Hansford gave a copy of the Haworth Family Carnival Shows contract to Clerk/Treasurer, Tiffany Rogers.

2. **2014 Stormwater Interlocal Cooperation Agreement**
   The City received the proposed changes to the Interlocal Cooperation Agreement between Asotin County, City of Asotin and City of Clarkston for Storm Sewer and Surface Water Management Public Utility. Councilmember Bly states she would not agree with this current agreement because there is going to be another meeting and additional changes. City Engineer, Eric Hasenoehrl stated the committee is still working on delinquency issues. He also stated the ILA references the committee applying for stormwater grants, but wants to make sure the language allows for the City of Asotin to apply for grant funding as an individual. Tabled until more information can be gathered.

3. **Purchase Snow Plow for Ford F-350 for 2013-2014 snow season**
   Public Works Superintendant, Bob Portlock is requesting to purchase a new snow plow for this winter to be placed on the new Ford F-350 Pickup. He received a bid in the amount of $4,850.00 from Utility Truck Equipment which is a Boise Id based company. This amount includes taxes and delivery. This is the only company that sells Western Pro

Series Plows. Public Works Superintendant, Bob Portlock plans to install the plow himself, therefore there are no labor costs to the city. Councilmember Schenider would like to see a total of three bids and bids within the valley. Mayor Bonfield stated, the estimate that was provided was due to prior reputation and experience purchasing equipment from this company. Mayor Bonfield will ask Public Works Superintendant, Bob Portlock to obtain two more bids and bids within the valley.

4. **Rental Agreement with Bridgett Sandoval for 111 Filmore Street**
   Mayor Bonfield presented the Rental Agreement for 111 Filmore Street that City Attorney, Jane Richards created. Bridgett Sandoval will pay $350.00 a month for the property located at 111 Filmore Street. The city will pay Water, Sewer, and Electricity. The Tenant will pay for garbage. City Attorney, Jane Richards explained the Rental Agreement was created verses a Lease Agreement for this tenant due to seasonal operations. A month by month status also worked better for the tenant. All city Councilmember's find this Rental Agreement acceptable.

5. **Authorize Mayor to sign $120,000.00 DOE Capacity Grant for Project Design Only**
   The City of Asotin received a grant from the Department of Ecology (DOE) for the design of a project that will improve water quality by retrofitting a stormwater problem. The City identified a chronic drainage problem on Second Street in Asotin between Highway 129 and Harding Street. The City is seeking a consultant to develop a design to improve drainage and reduce chronic flooding issues. There is a zero percent match for the city. The Requests For Qualifications are due Wednesday, November 20, 2013 by 5:00pm, Asotin City Hall. Councilmember Bly made a motion to authorize the Mayor to sign and accept the $120,000.00 DOE Capacity Grant for Project Design Only. Seconded by Councilmember Schneider. There was no discussion. All Aye. Motion carried.

6. **Finalize official name of Historical Church Monument**
   Councilmember Schneider stated it is time to decide what to call the church for starting the process of reservations. The committee talked about naming it:

   Asotin Town Center
   Site of Asotin Historic Church

   Councilmember Schneider requested, placing the question on the City of Asotin Website and in the Around Asotin Newsletters for the public's input. Next council meeting, the committee should be able to decide the new name.

7. **Tennis Court/Skateboard Park Discussion**
   Mayor Bonfield stated Councilmember Fry wanted to know why the tennis courts were locked. Mayor Bonfield stated the tennis courts had been resurfaced by Stripes A Lot with a heavy coating to fill in the holes and crevasses from many years of wear and tear and carnival equipment. The process was completed when the weather was cooler, therefore, it was taking longer to cure. Mayor Bonfield stated she kept the gates locked only to allow the surface to cure, not because she wanted to keep anybody out of the tennis courts. Mayor Bonfield stated she is not against having a Skate Park in the City of Asotin, she believes it does not belong on the tennis court surface area in that location so the tennis court surface can be preserved for tennis players. Councilmember Fry stated the tennis courts have not been operable for tennis for many years due to its condition. Councilmember Fry stated four years ago a recreational survey was completed. The

survey results reflected that the community wanted #1 skate board park #2 bike paths and hiking paths and further down the list were other areas of interest. Councilmember Fry stated he has a vested interest in the skate park and listened to what the community wanted based from the survey results with no cost to the city. Councilmember Fry states the skate park gets more use than the tennis courts. Councilmember Fry was disappointed that the plywood was removed. Mayor Bonfield stated the plywood was breaking down and other items had to be removed from the tennis courts to prepare for the resurfacing that was supposed to take place in the summer, but did not until later fall. Councilmember Fry stated the kids deserve a fair shot at a Skate Park. Mayor Bonfield stated 30 kids attended the council meeting and voted for the skate park. Mayor Bonfield asked them to meet again to discuss grant funding and nobody attended or attempted to set up a meeting with the Mayor. Resident, Lynn Jarvis asked Councilmember Fry what equipment he planned on placing back into the tennis courts? Councilmember Fry explained it would be a rail and a ramp. Lynn Jarvis stated she doesn't think it looks good that the first thing you see when you come to our city is a skate park. Lynn Jarvis explains she has picked up trash there before and there needs to be a trash can on site. Resident, Elaine Greene, stated placing a sign that states temporary skate board park until a different location is decided on. Councilmember Appleton made a motion to keep the tennis courts open for the skate park for skate boarders to use until a permanent location can be decided upon. Seconded by Councilmember Fry. There was no discussion. Schneider Aye, Appleton Aye, Fry Aye, Bly Opposed. Motion carried.

8. **Interlocal Cooperative Agreement Between Asotin County and The City of Asotin for use of Equipment and/or Services of Department of Public Work**
   Councilmember Bly made a motion to authorize Mayor Bonfield to sign and enter into the Interlocal Cooperative Agreement between Asotin County and the City of Asotin for use of Equipment and/or Service of Department of Public Works. Seconded by Councilmember Schneider. There was no discussion. All Aye. Motion carried.

CITY ENGINEER:

1. **Second Street Department Of Ecology Stormwater Grant**
   Keltic has received the soil report from STRATA for the work that was completed in August. Keltic has asked the Tribe to provide a memo for clearance at DAHP, and will complete the engineering report for DOE now that the information is available. The project is still on schedule to be designed this winter, bid early spring 2014, and construct spring/summer 2014. Paperwork should be arriving at the city to extend the grant agreement. Keltic had agreed with Dave Duncan that the project would not construct until 2014, but with the change in DOE staff and project managers, the paperwork was not completed and is now being routed to the city for signatures.

2. **Shoreline Master Plan Project Update**
   The consultant agreement between Keltic and the city has been forwarded to the city for signatures. Keltic has had conference calls with Jamie Short of DOE and are working through completing the funding paperwork. It is anticipated the city will have the final notice to proceed on the project by the end of December 2013. Councilmember Bly made a motion to authorize Mayor Bonfield to sign and enter into an Professional Service Engineering Contract with Keltic Engineering for the

$50,000.00 Shoreline Master Plan Project Update Grant from DOE . Seconded by Councilmember Fry. There was no discussion. All Aye. Motion carried.

CLERK'S REPORT:

1. October 2013 District Court collected $4,746.00, of that the City sent $2,483.99 to the Washington State Department of Treasurer, paid District Court for 30 tickets $600.00, Crime Victims Fund $39.39 and the City of Asotin deposited $2,222.62 a 34.19% rate of income from District Court.

POLICE REPORT:

Monte Renzelman was hired for the School Resource Officer (SRO) position that will start December 1st at the Asotin-Anatone School District. He was chosen due to his extensive experience.

CITY ATTORNEY:

City Attorney, Jane Richards explained to the Council a letter that has been written by the City of Clarkston Mayor asking the Asotin County Board of Commissioners, Ms. Jane Risley, Asotin City Council and Asotin County Fire District #1 Commissioners to have discussions in an Open Public Meeting about dispatch costs. This letter was created due to a previous letter that the City of Clarkston received from Commissioner Shinn dated October 18, 2013 asking the City of Clarkston Council and the Asotin County Commissioners to meet in an executive session to discuss dispatch costs. Mayor Warren stated in the letter that this subject does not qualify for an executive session. Mayor Warren also explains that the City of Clarkston, City of Asotin and the Asotin County Fire District #1 wish to be present and participate because they want to pay their share of dispatch costs as well. Therefore, the City of Clarkston has invited all entities to a special open meeting on Thursday, November 21, 2013 at 6:00pm in the Clarkston City Council Chambers for an open discussion about the status of the current contract and lay a proper foundation for the contract which will need to be negotiated and resolved prior to the expiration of the current contract. However, if Asotin County Commissioners are unable and/or unwilling to meet, the City of Clarkston will propose that they immediately go to arbitration. Councilmember Bly made a motion for the council to attend the meeting at City of Clarkston Council Chambers on November 21st at 6:00pm. Seconded by Councilmember Fry. There was no discussion. All Aye. Motion carried.

City Attorney, Jane Richards is asking the Council to consider increasing the rate for the Indigent Defense Attorney, Rick Laws. He is currently paid $300.00 a month to be the public defender for the City of Asotin. This year he has far exceeded his contract amount in time spent on City of Asotin cases. City Attorney, Jane Richards is requesting his rate of pay be increased to $500.00 a month. Mayor Bonfield stated she would take this in consideration as the council looks at the 2014 budget.

FIRE DEPARTMENT: Councilmember Fry stated the City of Asotin is currently taking applications for Volunteer Fire Fighters. Applications are available at city hall. There is also a need to have two emergency medical personnel volunteers in town. One of our local volunteer fire fighters, Jon Ockwell competed in California in a Hazmat Team along with two other Lewiston Fire Department employees and won in their division. Congratulations and job well done!!

PLANNING COMMISSION:
Elaine Greene, Planning Commission Chair stated they held their regularly meeting October 3rd. Three commissioner's terms will expire in January. Letters to reinstate are due December 1st. January 2nd regular meeting will be rescheduled to January 9th due to the holiday. January the commission will re-elect new officers which will take effect in February.

COMMITTEE REPORTS: None

CONSULTANT REPORT:
Waste Water Treatment Plant Facility Plan Update
Addendum No. 1 to Agreement for Surveying, Engineering, and Construction Administration Services between Keller Associates, Inc and City of Asotin was presented to City Attorney, Jane Richards, Mayor Bonfield and City of Asotin Council. Councilmember Bly made a motion to authorize Mayor Bonfield to sign Addendum No.1 to Agreement for Surveying, Engineering, and Construction Administration Services and to proceed forward with Task #2 which is obtaining the Environmental Information Document that will be paid by the WWTP Fund. Seconded by Councilmember Appleton. There was no discussion. All Aye. Motion carried.

COUNCIL COMMUNICATIONS:
Mervin Schneider- None
Joe Appleton – None
Greg Fry – None
Jennifer Bly – None
Bob Van Pelt- Mayor Bonfield stated councilmember Van Pelt will be in Arizona and is requesting he be involved in meetings by Skype or audio. Mayor Bonfield asked the council if they would agree to this arrangement and they stated yes. Mayor Bonfield will let Councilmember Van Pelt know this is an option.

MAYOR'S REPORT:
Elaine Greene was inquiring about the new house being built at 602 Quarry Road. Her concern is, how and where is the new owner going to hook into the sewer? City Attorney, Eric Hasenoehrl stated he has a map that might help show the sewer lines. He stated the city will have to do more research to find out if it is a 4" line or if the new owner will have to hook into an 8" line at the main. Elaine Green stated there are already two houses hooked into the 4" line, plus there are two more lots available for sale. Mayor Bonfield stated, she does not think the city owns the road. There are no man holes, clean outs, and no records that show the sewer has been inspected. The city will start conducting research on the sewer lines.

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: RCW 42.30.110 (iii) Contract Negotiations 7:14pm- 7:28pm
No decisions were made

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Appleton. Motion carried. Meeting adjourned at 7:30PM.

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Mayor, Vikki Bonfield

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Clerk/Treasurer, Tiffany Rogers