

ASOTIN CITY COUNCIL MINUTES
September 9, 2013
Asotin City Hall, 121 Cleveland, Asotin WA

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

STAND FOR THE PLEDGE OF ALLEGIANCE

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

STAFF PRESENT: Tiffany Rogers, Clerk/Treasurer, Eric Hasenoehrl, City Engineer, Bill Derbonne, Police Chief, Noel Hardin, Fire Chief, Jane Richard, City Attorney

PRESS: The Lewiston Morning Tribune Reporter, Kerri Sandaine

AUDIENCE: Elaine Greene, Charlotte Tuttle, Lynn Jarvis, Sandra Ritz, Tina Davidson, Joanne Miller, Brian Shinn

PUBLIC HEARING: None

ORAL COMMUNICATIONS- PUBLIC COMMENT: Charlotte Tuttle, of 1220 5th Street, Asotin wanted to know where renters of the park facilities apply for an alcohol license when the renters want to have alcohol in the city's parks. Mayor Bonfield told her the renters have to apply for a banquet license through the liquor board at www.liq.wa.gov. When the park facilities are rented, renters receive a park application with the information about the banquet license.

Joanne Miller, of 1314 3rd Street, Asotin reported the Assembly of God Church has donated to the Museum the 100 year old Electric Organ. The Electric Organ and the church were dedicated to the people 100 years ago. Joanne Miller would like permission from the city to move the Organ within the next week. It is 70 x 40 and 9 ½ feet tall. The picture of the Last Supper and the Pedestal was also donated to the museum. Joanne Miller asked if the "Around Asotin" Newsletter could reflect the Museum Meeting date and time as the 2nd Thursday of each month at 6:00pm.

Lynn Jarvis, of 411 1st Street, Asotin would like to thank the city for cleaning up the skate park. Mayor Bonfield explained the tennis court and the basketball court is going to be sealed this week.

CONSENT CALENDAR:

The Council was presented with the following consent agenda:

1. Minutes of August 26, 2013 Special Meeting
2. Minutes of August 26, 2013 Meeting
3. Expense Checks# 34982-35014 \$62,411.33
4. Payroll Checks#34959-34981 \$20,943.88
5. EFT – IRS \$2,999.20 \$2,085.85
6. Voids Check #35000-35003

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

Excused Councilmember's – None

Unexcused Councilmember's - None

SCHEDULED PUBLIC AGENDA ITEMS: None

OLD BUSINESS:

1. American Tower Proposal

Councilmember Bly has created a spreadsheet that reflects payment options for the American Tower Proposal. Research shows that other tower companies are contacting the entities who have cell towers on their properties to discuss the same issue. The current amount the city receives is \$1,176.59 a month. The payment amount increases each year by 3%. Each time a company adds a line, the city receives \$500.00. Offer 1 is a lump sum of \$180,000.00. Offer 2 is \$217,535.00 (\$3,626.00) a month for 5 years and Offer 3 is \$260,332.00 (\$2,169.00) a month for 10 years. Councilmember Bly is not sure how the easement and lease agreement reads. Councilmember Bly will obtain a copy of the easement and lease documents. She will also inquire to other cities to see what their decisions have been. Councilmember Fry states he is not sure how long the technology will continue and there may not be a need for cell towers. Has the satellite technology grown? Councilmember Bly did suggest looking on Internet under cell tower leases it is very interesting. You can log on to the American Tower Website and see the City of Asotin's tower. Mayor Bonfield asked City Attorney, Jane Richards to examine the easement and lease agreement when the city receives a copy.

2. Discussion of Dispatch Services

City Attorney, Jane Richards, explained a letter that is going to be given to the Asotin County Commissioners regarding dispatch services. The City of Asotin, The City of Clarkston and Asotin County Fire District #1 are requesting an immediate amendment of the current contracts with dispatch services. They seek to make payment based upon the \$168,826.32 cost for 911 communications and dispatch services as spelled out in the agreement between Asotin County and WHITCOM. They mutually agree that the payments for the services should reflect July 1, 2013 to June 30, 2014 payment to WHITCOM in the amount of \$168,826.32 which will be split proportionately among all agencies based on the previous year's call volume. The City of Asotin, City of Clarkston and Asotin County Fire District #1 are asking to separate the costs for 911 communications and dispatch services from other auxiliary costs, which were not identified as shared costs in the current agreements between Asotin County and the City of Asotin, City of Clarkston and Asotin County Fire District #1, and will make future review and collaborative action on those items plausible. Also the City of Asotin, City of Clarkston and the Asotin County Fire District #1 want to be active participants in the negotiation and contracting process when the WHITCOM/County contract comes for renewal. City Attorney, Jane Richards explains within the last two years the understanding has always been to pay by call volume, the contract did not include other costs. The other costs have been paid for through grants. Councilmember Appleton made a motion to authorize Mayor Bonfield to sign the letter as an offer to the county.

Seconded by Councilmember Schneider. There was no discussion. All Aye. Motion carried.

NEW BUSINESS:

1. Liquor Control Board Marijuana Licensing Survey

Mayor Bonfield stated the city may want to create rules and regulations for growing and selling of Marijuana in our businesses in the community. Councilmember Appleton states the council had talked about this issue in the past and is still waiting for the state to introduce additional laws and give cities direction. The Washington State Liquor Control Board sent a Marijuana Licensing Survey stating that the Washington State Liquor Control Board (WSLCB) is preparing to begin accepting applications for marijuana licenses in November. In accordance with state law (RCW 69.50.331) the WSLCB is required to notify local authorities when an application for a marijuana producer, processor or retailer license is received. The city council made a recommendation to have the notifications sent to the Police Department. WSLCB also wants to know if the city has in place a moratorium, ordinance or business license requirements that will impact the ability of recreational marijuana license applicants locating within the city beyond the 1,000 foot buffer requirement in state law. City Attorney, Jane Richards stated there are only going to be so many licenses issued for the entire State of Washington. Asotin County has received two requests, Whitman County has received one request, but most of the requests are in King County.

CITY ENGINEER:

1. Second Street Storm Drainage DOE Project

Soil testing and the fill verification by STRATA and the Nez Perce Tribe were completed on Friday, August 16th. Still awaiting the results and a final report from STRATA to finish the design. By contract, STRATA have 6 weeks to provide their final findings.

2. Shoreline Master Plan Discussion

Mayor Bonfield asked Keltic Engineering to start the research for the process to update the Shoreline Master Plan. The first two steps in the process are to procure a design professional and finalize the granting contract with Department of Ecology (DOE). The Shoreline Planner for the City of Asotin region for Department of Ecology is Jaime Short and is finalizing the grant contract for the City to review. Three documents (Small City Resource Manual, The City Bidding Book for Washington State, and the DOE "Yellow") book provide guidance on the procurement process. The RFP (Request for Proposals) for professional services (engineer) will need to be advertised, sent to OMWBE (Office of Minority and Women's Business Enterprises), and collected. The submittals can be reviewed by Council or interviews conducted. This is all in accordance with State regulations. Proposed schedule is as follows: Advertise September 11th and 18th with proposals due September 27th. The Council could review/interview and announce a selection at the first meeting in October.

CLERK'S REPORT:

1. August 2013 District Court collected \$8,906.50, of that the City sent \$4,844.58 to the Washington State Department of Treasurer, paid District Court 26 tickets \$520.00, Crime Victims Fund \$84.37 and the City of Asotin deposited \$4,722.90 a 53.03% rate of income from District Court.

POLICE REPORT: None
CITY ATTORNEY: None
FIRE DEPARTMENT: None
PLANNING COMMISSION: None
COMMITTEE REPORTS: None

COUNCIL COMMUNICATIONS

Mervin Schneider- Councilmember Schneider stated the Historical Monument committee met Wednesday. Discussion included fund raising activities, charges for rent and locate vendors. Future meetings will be in the Historical Monument Building every Wednesday at 4:00pm. Joanne Miller told the council that Sunday was the last church services held in the building. Jay Norman told the congregation they needed to find another place to worship. Mayor Bonfield contacted Jay Norman on Friday to ask him why he did not attend last week's Historical Monument committee meeting. Jay Norman stated he was working. Friday, Jay Norman told Mayor Bonfield that the congregation was thinking about moving. Mayor Bonfield explained to Jay Norman that the city had asked for his input, but the city had not received any comments. Councilmember Fry asked is the city open to another church moving in? Mayor Bonfield describes who ever rents the building will have to pay fair market value to ensure the city is not gifting public funds. Therefore, a congregation could rent the church on Sunday. All funds raised from the building rental must be deposited back in to the Historical Monument Building fund for preservation and repairs. Resident, Lynn Jarvis states it's awkward when mixing state with church and the city should not be deciding which denominations can rent the church. Lynn Jarvis would like to see the building used as a community building. Joanne Miller misses the bells not ringing from the building. She states it would be nice to have the bells ring for a special occasion such as a wedding. Joanne Miller explained the rope needs to be two stories to go around the wheel. Joanne Miller stated that Jim Miller can provide the rope. Mayor Bonfield believes that there are many ways to maintain the building, but it has to be completed in a specific way according to the rules and regulations of the historical registry guidelines. Councilmember Schneider will continue with the meetings and present updates at each regular council meeting. Next Historical Monument meeting, Karst Riggers will talk about inspections. Everybody is welcome to join the group every Wednesday, 4:00pm at the building.

Mayor Bonfield stated the city has not received a formal notification from the Assembly of God Church that they are vacating the premises. Joanne Miller stated the Assembly of God Church sign has already been removed from the property and Jay Norman stated at Sunday's Service that the church would send a letter and return the key to the city.

City Attorney, Jane Richards stated when the key is returned, ask the city staff to ask if the church is vacating the premises and has everything that belongs to the church been removed. Let them know that if there are any items left behind, the city assumes the items are abandoned or donated by the church. City Attorney, Jane Richards states to give the church a few days to return the keys. If not returned by Monday, the City Council agrees to send a letter.

Councilmember Fry states that Councilmember Schneider is taking on a huge project. Councilmember Fry ask Councilmember Schneider, who is going to take care of the rentals, updates and upkeep. Mayor Bonfield stated there is funding through the historic society. The City owns the building and it is the Cities responsibility to take of the building.

Resident, Sandy Ritz stated with regards to renting the building to another church, it could end up with the city working around the churches schedule and not being able to rent the building for other community events. In her opinion having a church renter might not work.

Lynn Jarvis stated it is the cities property and the cities responsibility.

Planning Commission Chair, Elaine Greene states there is a public hearing scheduled for September 19th for a conditional use permit to hold church meetings at a private residence on Sunday and Tuesday nights, maybe they would like to rent the building also.

Joe Appleton – Councilmember Appleton asked why the cross walk on Cleveland Street has not been painted yet. Mayor Bonfield had discussed the issue with City Engineer, Eric Hasenoehrl and Public Works Superintendent, Bob Portlock, and it does not have a curb cut out or handicap railings which are required by law. It will cost \$5,000 to install handicap railing and curb cut outs. Councilmember Appleton asked if the street could be painted with wording that states SLOW. Councilmember Appleton asked when the Memorial Bridge lights will be finished. Mayor Bonfield stated the city will have to budget for the lights in 2014. It is going to be an expense project.

Greg Fry – Councilmember Fry explained to the council that the commercial lawn mower is broke. It will cost \$3,000 to fix and repair the current mower. A new one will cost \$12,000. Councilmember Fry suggests fixing this mower for now and look at a new mower for next year. Last year the city paid \$2,500 in repairs and \$1,000 already this year. Public Works Superintendent, Bob Portlock would like to keep the repaired mower to mow the cemetery and buy a new one with a lease plan. Then the mower can be current and updated year after year. The mower will be fixed by next week. The repair company has given a loaner to the city.

Jennifer Bly – Councilmember Bly attended the stormwater meeting today from 3:00pm-5:00pm. There were two presenters, Dave Duncan with the Department of Ecology and Kara from the Franklin Conservation District. They have created a special program to educate children about the ins and outs of wheat, and have a stormwater education program. The stormwater budget will be contributing \$5,000 to educate Clarkston and Asotin schools about stormwater. The Eastside of state is in compliance and doing great with stormwater issues better than the Westside. The Federal Government has one hundred million dollars for stormwater grants. Our local stormwater will be purchasing a Bobcat from the grants that are available. Lynn Jarvis asked Councilmember Bly if the Marina can be considered within the grant monies. Councilmember Bly said no that is a different issue. Councilmember Bly stated that the stormwater meetings are conducted through a facilitator which is Jane Risley. The meetings do not follow Roberts Rules. The local stormwater fund is getting close to \$1,000,000 in reserves. Stormwater still has not been able to decide what to do with delinquencies. They did turn the delinquencies over to collections, but they have not found a permanent solution for delinquent collections. Stormwater is looking to develop a six year stormwater plan to identify certain areas and certain projects. Please let Councilmember Bly know of any areas in need of stormwater issues and she will have them added to the project list. All projects will be prioritized. Charlotte Tuttle stated the stormwater needs to address private owned properties within the city that are paying the stormwater fees. Councilmember Bly will bring this issue up at the next stormwater meeting.

Bob Van Pelt- Councilmember Van Pelt asked if the flags had arrived that will be placed on the street signs on Cleveland Street. Mayor Bonfield stated they have been ordered, but had not arrived yet.

MAYOR'S REPORT: Mayor Bonfield talked to Kathy McMorris Rogders representative Mike Poulson today and the Marina is now in the committee. The next step will be to place the Marina in the WRDA Bill. If congress does vote to return all property that is leased to the city by the US Army Corp of Engineer, the city will have to pay approximately \$125,000 for fee permitting.

Mayor Bonfield has requested that the Personnel Committee which includes Councilmember Schneider and Councilmember Bly meet for discussions on the union contract as soon as possible.

Mayor Bonfield has requested that the Parks and Recreation Committee which includes Councilmember Schneider and Councilmember Fry meet with Public Works Superintendent, Bob Portlock to discuss the River Point Park. Nobody uses the park, there are no benches, no gazebo, no playground equipment and nothing there for citizens to do. Time and money are being spent on the property to water and mow. Mayor Bonfield would like the committee to discuss how to go forward with River Point Park.

A citizen called city hall to complain that she has had a bacterial infection and was concerned about the city water. She states the only place she has consumed water is in Asotin. Kent Holland from PUD sent a sample to the lab. Kent Holland is 100% confident the bacteria did not come from the city water facilities. Kent Holland conducted an onsite test with those results showing the chlorine was very high, which was a good sign. It is possible it could be in the home owner's pipes. Mayor Bonfield stated she wanted to make sure the council and the public were updated on this situation. The well reports that are presented by PUD are always clear. If there was a problem with the city water, more than one person would be sick. Water filters can also carry bacteria if the filters are not changed regularly, specially the filters on a refrigerator that generates water and ice. Mayor Bonfield states in the 20 years of living in Asotin, she has never heard of any bacterial water issue.

Councilmember Schneider asked when Taco LaGuera will be back in business. Mayor Bonfield stated the power pole will be placed this Wednesday and inspected next week. So hopefully by the end of next week, Taco LaGuera will be operating.

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: RCW 42.30.110 (Time – Time) None

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Van Pelt. Motion carried. Meeting adjourned at 6:50PM.

Mayor, Vikki Bonfield

Clerk/Treasurer, Tiffany Rogers