

**ASOTIN CITY COUNCIL MINUTES**  
**April 25, 2016**  
**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:** Joe Appleton, Jennifer Bly, Lori Loseth, George Tucker

**STAFF PRESENT:** Tiffany Rogers, Clerk/Treasurer, Tina Davidson, Deputy Clerk, Monte Renzelman, Police Chief, Jane Richards, City of Asotin Attorney

**PRESS:** Kerri Sandaine, Lewiston Morning Tribune

**AUDIENCE:** Charlotte Tuttle, Jeff Appleford, Elaine Greene, Rose Bunch

**PUBLIC HEARING:** None

**ORAL COMMUNICATIONS- PUBLIC COMMENT:**

Mayor Bonfield explained in consideration of others wishing to speak, your remarks will be limited to three minutes for items not listed on the agenda. Please stand, state your name and address for the records.

Rose Bunch, 1845 Solar Hills Dr, Clarkston WA presented the Mayor and Council with an invitation to attend a Community Preparedness workshop presented by Sherriff Richard Mack. The presentation will be held at the Clarkston High School Auditorium, 401 Chestnut St, Clarkston WA May 14<sup>th</sup> 2-4pm. Additional speakers will be Idaho Legislative Rep. Judy Boyle and National Oathkeepers President Stewart Rhodes.

Resident, Charlotte Tuttle reported on the Asotin County Commissioners meeting. Asotin County has decided to expand the City of Asotin Public Facilities District position into Anatone. Charlotte Tuttle asked the commissioners why they were expanding the district to include Anatone when they had an applicant from the City of Asotin that sent a letter of interest several months ago. The Asotin County Commissioners stated they wanted to choose from a larger field. Charlotte Tuttle asked the Asotin County Commissioners if the other districts had more than one applicant. The answer was yes. Commissioner Shinn stated the one applicant that applied from City of Asotin was considered a default applicant due to he did not use the aquatic center. Commissioner Jeffords stated the applicants needed to be a user of the facility. Charlotte Tuttle thanked Joe Appleton for applying even though he was not chosen.

**CONSENT CALENDAR:**

1. Minutes of April 11, 2016 Regular Meeting
2. Expense Checks - #38364-#38386 \$15,525.57
3. Payroll Checks- #38347-#38363 \$12,348.06
4. EFT - \$4,639.90
5. Voids-None
6. Approval of Unexcused and/or Excused Councilmember's absents Councilmember Schneider  
Councilmember Bly made a motion to approve the excused absents of Councilmember Schneider.  
Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

Councilmember Appleton made a motion to approve the consent calendar. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

## **OLD BUSINESS:**

### **1. Discussion of Animals in R1 Zone on 4th Street**

Resident, Jeff Appleford offered information to the council why the R1 Zone created restrictions on acreage for horses. Jeff Appleford stated he was on the Planning and Zoning Commission in 2001. At that time the state mandated that the Comprehensive Plan be updated. Jeff Appleford stated it was easier at that time to update the Zoning regulations. Therefore, the ordinance was changed from a Permitted use to a Conditional Use permit to limit how many horses could be contained in a certain area and allow the council to have more control over having an abundance of too many animals in a small area. Also, the original ordinance had no limit on how many horses could be in one area. If there were 20 horses in a small area and the neighbors didn't like the dust, smell and the horses were not being taken care of, the only thing the neighbor could do was complain. Therefore, with a conditional use permit all neighbors are notified. Permitted use allows unlimited amount of horses with no conditions. The spirit was under the assumption to place a horse in  $\frac{3}{4}$  acres alone that did not include the buildings. The acreage is so that the horses have all acreage to move around on. Mayor Bonfield asked Jeff Appleford about pigs at that time. Jeff Appleford stated pigs were moved into conditional use for 4-H purposes. Mayor Bonfield stated Councilmember Appleton is going to look into the ordinances and minutes.

### **2. Fire District Annexation**

Mayor Bonfield asked the council if they would like to go forward with the request to the Asotin County Fire District #1 Board to see if they are interested in accepting the City of Asotin into their fire district. Mayor Bonfield stated, currently the city is already paying administrative fees to the Asotin County Fire District #1 to run our fire department. Councilmember Tucker stated he has talked with citizens and they have stated they would vote no. Mayor Bonfield stated there would be a fire rate change on the resident's insurance policies, because the city would have a better fire rating and residential fire insurance would cost less. There will be an increase in property tax to the residents, however, that will be offset by the fire insurance decrease. Councilmember Bly stated the last time the city bought a fire truck a levy had to be placed on the ballot to ask for property taxes to pay for the new fire truck. If the city were to annex the city would not have an expense for the fire truck. Councilmember Bly stated consolidation in an area this size is a must. Mayor Bonfield stated if the city decides to annex, the city has to write a letter soon to Asotin County Fire District #1 Board to be approved and then the city has to pass a Resolution and deliver the Resolution to the Asotin County Auditor's Office by the first of August. Mayor Bonfield would like to see the city make the request. The community will be making the decision. Councilmember Bly made a motion to send a letter requesting that the Asotin County Fire District #1 consider including the City of Asotin into their fire district. Seconded by Councilmember Loseth. There was no discussion. All Ayes. Motion carried.

### **3. Schedule Town Hall Meeting/discussion of deer population/M&O Street Levy/PTBA Merger**

Mayor Bonfield asked what dates work for the council to host a Town Hall Meeting. Councilmember Bly stated the Council Chambers would not be large enough, therefore, the Town Hall Meeting should be held at the Asotin Community Center. It was decided by the Mayor and the Council to host a Town Hall Meeting, Thursday, May 19<sup>th</sup> at 7:00pm at the Asotin Community Center 305 First Street. The City will provide dessert. The topics that will be discussed at the Town Hall Meeting will be the discussion of the deer population, M&O Street Levy, PTBA Merger and the Annexation of the Fire District.

## **NEW BUSINESS: None**

## **CONSULTANT/CONTRACTOR REPORTS:**

### **1. Keltic Engineering, Inc.**

#### **a. Shoreline Master Program Update Project #G1400537**

Keltic Engineering, Inc is still waiting for reports from Jeremy Sikes.

### **2. Keller Associates, Inc.**

#### **a. USDA (Rural Development) Waste Water Treatment Plant Upgrade**

Mayor Bonfield stated there is a WWTP Contractor meeting tomorrow at 11:30am at city hall.

The contractor is going to ask for a three month hiatus and go back to work in September to finish in February. There has already been an extension that cost the city \$7,000. Councilmember Bly stated no to the extension.

## **CLERK'S REPORT:**

### **1. Place Liens on Delinquent Utility Accounts**

Deputy Clerk, Tina Davidson stated she sent letters to the delinquent utility users. There are twelve utility users that are not responding. Deputy Clerk, Tina Davidson stated the language that was placed in the letter was as such: The City of Asotin continues to have delinquency on this account. The City is not able to carry this debt for you. The City of Asotin will no longer continue to contact you for your payment. The City of Asotin must have this account PAID EACH MONTH and PAID IN FULL. Any account that becomes 90 days delinquent will have a LIEN ON THE PROPERTY filed. LIEN ON PROPERTY: The Clerk/Treasurer is authorized and directed, prior to the expiration of three months (90 days) after the first day of the first month of which such charges are unpaid. (See attached Ordinance 13.10.650 A & D). A \$200.00 charge for cost associated with filing the lien will be added to the account if a lien is filed. Councilmember Loseth stated to follow through and continue to take serious action.

### **2. Asotin Marina Fundraiser/Vendor Fair**

Clerk/Treasurer, Tiffany Rogers reported the Asotin Marina Fundraiser generated \$2,500.00 from Thursday-Saturday selling concessions at the carnival. Clerk/Treasurer, Tiffany Rogers thanked Councilmember Bly who volunteered at the concessions and the vendor fair and Councilmember Appleton who cooked hot dogs for two days. Councilmember Tucker stopped by to donate by eating the hot dogs. Councilmember Loseth stated she donated her time at other valley events so the Potlatch Crew could come and volunteer for the Asotin Marina Fundraiser. Deputy Clerk/Tina Davidson reported the Vendor Fair generated \$650.00. Mayor Bonfield stated Bob Portlock, Kirk Frye, Tiffany Rogers and Tina Davidson donated a lot of time to the fundraiser. Mayor Bonfield wanted to thank all the City of Asotin Staff for volunteering their personal time. Mayor Bonfield also wanted to thank the City of Asotin Police Department who also spent a lot of hours on duty during the fair. Clerk/Treasurer, Tiffany Rogers wanted to thank all of the sponsors for their support and donations. Zip Trip, Cenex went above and beyond to support the Marina Fundraiser. We couldn't have done it without the support of URM, Pepsi, Safeway, Boyd's Coffee and Albertsons. Clerk/Treasurer, Tiffany Rogers wanted to give a special shout out to Potlatch #1 Federal Credit Union Employees for donating their time to volunteer.

### **3. Matts Grill & Lodge License Renewal Permit to continue to sell beer/wine/spirits**

Clerk/Treasurer, Tiffany Rogers stated Matts Grill and Lodge have applied for a License Renewal Permit to continue to sell beer/wine/spirits at Matts Grill and Lodge. Council approved to continue with license to sale alcohol.

**Asotin County Cattlemen and Cattlewomen Fair BBQ**

Clerk/Treasurer, Tiffany Rogers asked Charlotte Tuttle to report on the Asotin County Cattlemen and Cattlewomen Fair BBQ. Charlotte Tuttle stated it rained. There were brave souls that attend the parade and the BBQ. They served 375 meals. Last year they served 350 meals. The public was delighted to have the BBQ at the park and they plan to have it there again next year. Charlotte Tuttle stated it was wonderful to work out of the cook shack. The crick was beautiful. Charlotte Tuttle stated in spite of the weather they were very pleased with the meal and they made a profit this year. The kid’s meals were well accepted. They were happy to have the kid’s meals so the families could eat together. The Crankers Club Car Show and vendors came to eat. Charlotte Tuttle explained the BBQ is labor intensive. It takes a day to cut the wood and haul for the BBQ pit. It takes three hours for the pit to be ready to cook. It takes eight people to open the meat, rinse, wrap in foil and wire. It takes six people to shred the meat. Charlotte Tuttle also reported that the Asotin 4-H and FFA Boosters had a booth at the fairgrounds. They sold over 400 biscuits and gravy. They purchased 300 biscuits from Daily’s and ran out on Saturday and had to purchase more at URM.

**POLICE REPORT:**

**Beach Ordinance**

Police Chief, Monte Renzelman stated he will be attending the Snake River Task Force meeting May 3<sup>rd</sup> to discuss the Beach Ordinance.

**New Hire**

Police Officer, Jody Brown will start May 2<sup>nd</sup>. Police Chief, Monte Renzelman stated Jody Brown is very community orientated.

**Asotin County Fair, Hells Canyon Rodeo and Carnival**

Police Chief, Monte Renzelman stated the Asotin County Fair and Hells Canyon Rodeo weekend for patrol was busy but good and was honored to provide service and make it a success. Police Chief, Monte Renzelman stated he helped assisted with a parade incident. There were no alcohol related arrests or issues.

**CITY ATTORNEY:** None

**FIRE DEPARTMENT:** None

**PLANNING COMMISSION:** None

**COMMITTEE REPORTS:**

- a. **Mayor Pro-Tem**–Jennifer Bly
- b. **Administrative Personnel** - Jennifer Bly
- c. **Public Safety (Law Enforcement, Fire Safety, Emergency Services)** - George Tucker & Joe Appleton
- d. **Public Works (Water, Sewer, Utility Franchises)** - George Tucker & Jennifer Bly
- e. **Transportation (Streets, Dept of Transportation Liaison)** - George Tucker & Mervin Schneider
- f. **Parks and Recreation (Parks, Cemetery, Asotin Community Center)** -
- g. **Finance** - Jennifer Bly & Joe Appleton
- h. **Asotin County EMS Board** Lori Loseth Quarterly 2<sup>nd</sup> Tuesday @ 7:30am Tri-State Hospital
- i. **Asotin County Solid Waste Advisory (HOLD)**
- j. **Asotin County Health District** - Vikki Bonfield 4<sup>th</sup> Monday @ 1pm Asotin County Annex
- k. **PTBA** - Mervin Schneider 2<sup>nd</sup> Wednesday @ Clarkston PTBA Bldg 15<sup>th</sup> Street
- l. **MPO Technical Advisory Committee** - Bob Portlock 2<sup>nd</sup> Wednesday @ 2:30pm Lewiston Public Works Bldg
- m. **MPO Policy Board** - Mervin Schneider 2<sup>nd</sup> Wednesday @ 4pm Lewiston Public Works Bldg

**COUNCIL COMMUNICATIONS:**

**Mervin Schneider**-None

**Joe Appleton**-Councilmember Appleton stated to Police Chief, Monte Renzelman that he provided excellent coverage for the fair and it ended up being a quiet weekend for the Police.

**Jennifer Bly**- Councilmember Bly stated the fair went very well. Councilmember Bly asked Clerk/Treasurer, Tiffany Rogers how much did the carnival pay for the 5% admission fee. Clerk/Treasurer, Tiffany Rogers reported the carnivals income was \$41,000 and the Rainer Carnival Company paid \$2,066 in admissions tax. Councilmember Bly stated she had fun working at the Asotin Marina Fundraiser Booth. Its hard work, but she still enjoyed it. Councilmember Bly reported that Thursday night was packed and there were a lot of people in Asotin. Year after year you see new and old generations attend. Deputy Clerk, Tina Davidson stated the vendors want to do it again next year. The Vendors stated they prefer the vendor fair was in the street because they are easier to see than in the park location. Councilmember Loseth stated the Dog Wood Festival faced the same situation with the rain. Councilmember Bly stated to Police Chief, Monte Renzelman that the Asotin Police Department did a great job and appreciated the patrol by Reserve Officer, Donna Manchester, SRO, Greg Adelsbach and Reserve Officer Levi Frary which did an awesome job.

**George Tucker**-None

**Lori Loseth**- Councilmember Loseth stated the Asotin County Fair is really a time of pride for our community. It places the City of Asotin front and center. The accommodations of the parade, fair and carnival in a small community to go so smoothly reaffirms the community we live in is great.

**MAYOR'S REPORT:**

Mayor Bonfield stated there is another option for reading the meter located at 707 Ridgeview Drive. It is a Remote Reader that costs \$100.00 that would need to be hard wired on the property. This expense would be paid by the Greene's. Tim Simpson from PUD suggested this option. Mayor Bonfield will send a letter to Bud and Elaine Greene explaining this option and the costs.

**Garfield County Jail Interlocal Agreement**

Mayor Bonfield stated we signed the contract with Garfield County due to the overflow in the Asotin County Jail. The City of Asotin is still contracting with Asotin County for our inmates. Our preference is to have our inmates held here. The City of Asotin would use Garfield County Jail if Asotin County does not continue to contract and/or we were to have long term holds. City Attorney, Jane Richards stated the Garfield County Interlocal agreement didn't say it was for overflow. City Attorney, Jane Richards stated the City of Asotin sent the Asotin County Interlocal Jail Agreement to Asotin County in October with language changes and the City of Asotin still has not had any response. Councilmember Bly asked has the City of Asotin followed up in since October. City Attorney, Jane Richards stated she sent an e-mail and Mayor Bonfield talked to the Asotin County Commissioners but there has not been a response. Police Chief, Monte Renzelman stated he would like the City of Asotin to continue with Asotin County due to transportation issues. Mayor Bonfield stated Garfield and/or Nez Perce Counties are a backup in case we see a note on the door that states Asotin County won't take our prisoners. Police Chief, Monte Renzelman stated the entities are so intertwined due to the the transportation of prisoners and the computer system we prefer to stay with Asotin County. City Attorney, Jane Richards stated working with the Jail, the Sheriff's Office and working with the jailers is excellent. The problem is the Asotin County Commissioners working with us. City Attorney, Jane Richards stated she cannot give the City of Asotin the advice to sign a contract where you might have problems later on. City Attorney, Jane Richards stated she advised the council to have a plan b and plan c. Staying with the county has a lot of advantages. City Attorney, Jane Richards stated she supports Mayor Bonfield and Police Chief, Monte Renzelman in their decision. Police Chief, Monte Renzelman stated we have to make sure that we are not part of the problem. Mayor Bonfield would like to see herself and the chairman of the Asotin County Commissioners sit down and discuss and/or

negotiate the items, then send it to attorneys for the legal aspects. A lot of time is lost when it goes from one desk to another. We are too small of a community not to utilize each other's services and keep the taxpayers in mind when we do so. City Attorney, Jane Richards stated remember that the City of Asotin residents are also residents of Asotin County too. Best if we work together. There are a lot of good Asotin County employees that already work with the City of Asotin.

**RESOLUTIONS & ORDINANCES:**

**1. Second Reading of Ordinance #2016-802** Being an Ordinance Amending Ordinance #2000-574 Chapter 12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.030 and Providing for the effective date hereof. Councilmember Bly made a motion to approve the Second Reading of Ordinance #2016-802 Being an Ordinance Amending Ordinance #2000-574 Chapter 12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.030 and Providing for the effective date hereof. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

**EXECUTIVE SESSION: RCW 42.30.110:** None

**ADJOURNMENT:** Motion to adjourn the meeting made by Councilmember Tucker. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:40pm.

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Mayor Bonfield

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Clerk/Treasurer, Tiffany Rogers