

ASOTIN CITY COUNCIL MINUTES
April 24, 2017
Asotin City Hall, 121 Cleveland Street, Asotin WA

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

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

ROLL CALL: Joe Appleton, Jennifer Bly, Lori Loseth, Mervin Schneider, George Tucker

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman

PRESS: None

AUDIENCE: Elaine Greene, Charlotte Tuttle, Eric Hasenoehrl of Keltic Engineering, Inc., Phoenix Hough

III. PUBLIC HEARING: None

IV. 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.

Charlotte Tuttle reported on the Asotin County Commissioners meeting. Asotin County Commissioner, Jim Jeffords has been receiving independent legislative reports and is finding that to be a great asset for the county.

Mayor Bonfield stated the RV Sanitation Station and the Chief Looking Glass Bathrooms have been closed for the weekend of fair and carnival.

V. CONSENT CALENDAR:

1. Minutes of April 10, 2017 Regular Meeting
2. Expense Checks- #39664-#39695 \$54,974.04
3. Payroll Checks- #39647-#39663 \$13,552.03
4. EFT - \$2,033.73 \$5,528.86
5. Voids-
6. Approval of Unexcused and/or Excused Councilmember's absents

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

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

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

Mayor Bonfield stated Matts Grill & Lodge is renewing their license to continue to sell beer/wine and spirts. Councilmember Tucker made a motion to approve the renewal of

Matts Grill & Lodge license permit to continue to sell beer, wine and spirits . Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

VIII. CONSULTANT/CONTRACTOR REPORTS: None

1. Keltic Engineering, Inc.

a. Shoreline Master Program Update Project #G1400537

• Approval of Shoreline Master Plan

Keltic Engineering, Inc. has successfully completed all draft documents for the Shoreline Master Plan Update and request formal Council adoption of the draft documents. The City of Asotin was previously included in a county shoreline master plan and chose to complete an individual plan as part of a grant opportunity from the Department of Ecology. The Shoreline Master Plan update is a document that seeks to identify land use policies and regulations designed to manage shoreline use. These local policies address such items as protecting natural resources for future generations, provide for public access to public waters and shores, and plan for water-dependent uses. The plan identifies five shoreline designation “areas” which are: Aquatic (water) Natural (Wetland area), Public Recreation, Residential, and Urban Conservancy (open space, floodplain, and areas with potential ecological restoration). The City Council identified the Planning and Zoning Committee to review the parts and pieces of the plan and they have approved the draft as submitted and reviewed by Ecology. A SEPA has been completed and advertised for this work. A DNS (Determination of Non-Significance) was completed and no comments were received. The Department of Commerce has been notified and a waiting period is in process for comments on changes to the Growth Management Act as the City of Asotin is in a partial-planning community for GMA. With the formal adoption by the council, the final draft documents will be sent to Department of Ecology, a final report and pay request will be completed, and the City should receive documentation of the final decision from Department of Ecology within thirty days. Keltic Engineering, Inc. has appreciated the opportunity to assist with this project and greatly appreciates the time, efforts, and patience of the Planning and Zoning Committee to meet and review the pertinent documents. Councilmember Schneider made a motion to approve the Shoreline Master Plan. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

2. Keller Associates, Inc.

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

Stillman Norton of Keller Associates, Inc. will be sending a letter to Jason Cates, Project Manager of Contractors Northwest, Inc. in regards to the Substantial and Final Completion of the Asotin WWTP project. Mayor Bonfield stated it is only fair to the City of Asotin residents to hold Contractors, Northwest, Inc. accountable to make sure the exact plan that was created is done correctly. The plant has to be running thirty days without any problems before the project can be considered completed. As a result of the alarms not being fixed, the city will bill the contractor for all employees call out times.

IX. CLERK'S REPORT:

1. Asotin County Fair & Hells Canyon Rodeo April 27th–April 30th

- April 20 4-H Style Revue 7pm Boyd Hall
- April 22-23 Fair 4-H & FFA Horse Show Grounds Upper Level
- April 26-27 Dog Show City Park
- April 28,29,30 Fair & Rodeo Fair Grounds
- April 27,28,29,30 Carnival Chief Looking Glass Park
- April 29 Cowboy Breakfast Bennett Pavilion 6am-9:30am
- April 29 Parade City of Asotin Second Street 10am
- April 29 Cattlemen & Cattlemen BBQ Asotin City Park 11am-3pm
Cattlemaster, Charlotte Tuttle stated the BBQ will be serving smoked tri-tip roast, coleslaw and baked beans for \$8.00. The tri-tip roast is so tender no BBQ sauce is needed. If there are any roasts left they will be sold for \$20.00.

2. City of Asotin Vendor Street Fair April 29th 10am-4pm

Clerk/Treasurer, Tiffany Rogers stated the City of Asotin Vendor Street Fair will be held on this Saturday at 121 Cleveland Street from 10am-4pm. 57+ vendors participating.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman stated it is going to be a busy week. Councilmember Bly asked if he had any extra help. Police Chief, Monte Renzelman stated no extra help just all hands on deck. WSP, and Asotin County Sheriff's Office will be helping with the parade. Councilmember Bly asked if there were going to be any new Reserves hired. Police Chief, Monte Renzelman stated not at this time.

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT:

Clerk/Treasurer, Tiffany Rogers stated she received an e-mail from Lieutenant, Dwayne Paris stating all personnel were tied up with fair preparations. He did want to make clear from the last meeting that when discussing the 911 addressing to make sure everybody understands that the mapping system he was referring to being off was the fire phone paging system which is tied in with Google. Whitcom uses its own system which runs independently. He apologies for any confusion this may have caused.

d. PLANNING COMMISSION:

- Next Regular Meeting Thursday, July 6, 2017 7:00pm City Hall

e. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Thursday, May 11, 2017 5:15pm City Hall

f. ASOTIN MUNICIPAL COURT

- Next Court Date Thursday, April 27, 2017 1:30pm City Hall

COMMITTEE REPORTS:

- a. **Mayor Pro-Tem**–Jennifer Bly
- b. **Administrative Personnel**-Jennifer Bly
- c. **Public Safety (Law Enforcement, Fire Safety, Emergency Services)**–Joe Appleton & George Tucker
- d. **Public Works (Water, Sewer, Utility Franchises)**–Jennifer Bly & George Tucker
- e. **Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider & George Tucker
- f. **Parks and Recreation (Parks, Cemetery, Asotin Community Center)** – Joe Appleton & Mervin Schneider
- g. **Finance** - Jennifer Bly & Mervin Schneider
- h. **Asotin County EMS Board** - Lori Loseth
Quarterly 2nd Tuesday @ 7:30am Tri-State Hospital
- i. **Asotin County Solid Waste Advisory** Lori Loseth
TBA
- j. **Asotin County Health District** - Vikki Bonfield
4th Monday @ 1pm Asotin County Annex
- k. **PTBA** - Mervin Schneider
2nd Wednesday @ Clarkston PTBA Bldg 15th Street
- l. **MPO Technical Advisory Committee** - Bob Portlock
2nd Wednesday @ 2:30pm Lewiston Public Works Bldg
- m. **MPO Policy Board** – Vikki Bonfield
2nd Wednesday @ 4pm Lewiston Public Works Bldg
- n. **Stormwater** - Jennifer Bly
Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Councilmember Schneider stated he attended the PTBA meeting. PTBA driver Tommy Dickinson received an award from the state for recognizing a passenger on the bus that was having medical issues and took action to assist the passenger, call for help and proceeded with CPR. The passenger was having a massive heart attack. Tommy Dickinson is being credited for saving a passengers life.

Joe Appleton- None

Jennifer Bly- Councilmember Bly stated the Port of Clarkston holds a public telephone conference call every other Thursday with the three Washington State Legislators from 7am-8am. The public, elected officials, business persons anybody and everybody are invited to attend. The Port of Clarkston provides coffee and goodies. It is a great way for small communities that don't have the funding to go to Olympia to talk to the legislation. You can also receive new letters from the legislation. Mayor Bonfield stated she is going to attend the next telephone conference to discuss the LEOFF 2 Police Retirement that the state is going to have the cities pay which for the City of Asotin would be \$15,000.00 for three full time employees.

George Tucker- Councilmember Tucker stated he has monitored the school ally that is in question to the museum property twice and has not seen one car use the alleyway.

Lori Loseth- Councilmember Loseth attended the EMS meeting last Tuesday. Doug Bly is the new Chair. The board is in the process of revitalizing and training by bringing paramedics and response vehicles in so the board can be active and learn what is needed for EMS personnel. The board's goal is to coordinate valley wide. Councilmember Loseth was invited to attend a youth transitions seminar at the college. She was the representative for the city council as a member of the community for Asotin. It was based on inspiring issues the local youth have been able to do. Asotin-Anatone School District Superintendent, Dale Bonfield and Clarkston School District Superintendent was on the panel. Asotin-Anatone School had a testimony about the robotics and engineering classes that are offered in the Asotin-Anatone School District. Councilmember Loseth stated that the courses that are available at the Asotin-Anatone School places Asotin a head of the curve in robotics and engineering. There are impressive opportunities that are provided for through the Asotin-Anatone School District. Councilmember Loseth stated the Dalosto family has donated a lot of equipment for the projects.

XI. MAYOR’S REPORT:

TIB

Mayor Bonfield stated she attended the TIB meeting in Dayton, WA for the “Complete Streets” project. An extensive ordinance has to be created with certain criteria the city would have to meet. There are nine groups that have to nominate and approve the funding. Shannon Grow will discuss this issue in depth at the next MPO meeting.

Asotin Boat Launch and Jetty Restoration (Marina)

Mayor Bonfield stated the city is still going forward with the marina and by next month will have some ideas on costs. Mayor Bonfield has not heard back yet from Dr. Sappington for the land conveyance. However, the Land Surveying is going forward.

XII. RESOLUTIONS & ORDINANCES:

- 1. Resolution 2017-594** A Resolution of the City Council of the City of Asotin, Washington Amending Resolution 2017-597 Master Fee Schedule for Various Services. Councilmember Bly made a motion to approve Resolution 2017-594 A Resolution of the City Council of the City of Asotin, Washington Amending Resolution 2017-597 Master Fee Schedule for Various Services. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:15pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers