

**ASOTIN CITY COUNCIL MINUTES**  
**August 28, 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, Lori Loseth, Mervin Schneider

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

**PRESS:** None

**AUDIENCE:** Elaine Greene, Charlotte Tuttle, Ty Aiken

- 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.

Resident, Charlotte Tuttle reported on the Asotin County Commissioners Meeting.

Ty Aiken, reported there were sixty boats, three hundred people and four hundred hands of poker for the LIONS Poker Run. Ty Aiken stated this was the most participation since 2007. The event was usually held on Labor Day, and this year the LIONS decided to move it back a couple of weeks since most people are out of town on Labor Day. Mayor Bonfield stated she distributed marina design and informational flyers the day of the poker run also. Ty Aiken stated he would like to see the city and the LIONS work together on the marina project.

- V. CONSENT CALENDAR:**

1. Minutes of August 14, 2017 Regular Meeting
2. Expense Checks- #40108 \$371.00 #40127-#40157 \$25,576.26
3. Payroll Checks- #40109-#40126 \$13,141.68
4. EFT - \$5,120.44
5. Voids- None
6. Approval of Unexcused and/or Excused Councilmember's absents (Tucker/Bly)

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

- VI. UNFINISHED BUSINESS:**

1. **American Cell Tower Easement Options**

Mayor Bonfield stated it is time to make a decision on the easement. The options are to sell it or keep receiving monthly payments. Mayor Bonfield stated she received a call from

Councilmember Bly stating she would like to still receive monthly payments. Councilmember Appleton made a motion to keep receiving monthly payments. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

**VII. NEW BUSINESS:** None

**VIII. CONSULTANT/CONTRACTOR REPORTS:** None

**Keller Associates, Inc.**

- a. **USDA (Rural Development) Waste Water Treatment Plant Upgrade**
- b. **Cleveland Street Sidewalk Project**

**IX. CLERK'S REPORT:**

**1. August 2017 Past Due Utility Accounts**

Clerk/Treasurer, Tiffany Rogers reported there were 53 past due utility accounts for August.

**2. Set Informational Meeting for the CITY OF ASOTIN**

**PROPOSITION NO 1 LEVY FOR RETENTION OF BASIC FIRE, POLICE AND OTHER SERVICES**

The Asotin City Council has adopted Resolution No. 2017-599 concerning voter approval of its regular property tax levy. To retain basic Fire, Police, Parks, Maintenance and Operation of City Facilities, Streets, and Administrative City services, this proposition would (1) increase the regular property tax levy above the limit factor, to a rate of \$3.15 per \$1,000 assessed value for collection in 2018; (2) increase the 2019-2023 levy amounts by the CPI inflation rate; and authorize use of the 2023 levy amount as the base for computing levies in succeeding years; all as set forth in Resolution 2017-599. Should this proposition be approved? YES:\_\_\_\_NO:\_\_\_\_

Mayor Bonfield stated Monday, September 11<sup>th</sup> which is the next council meeting will be the first Informational Meeting about Proposition No 1 Levy for Retention of Basic Fire, Police and Other Services. Also, the council will choose additional dates to host Informational Meetings in October.

**DEPARTMENTS:**

**a. POLICE DEPARTMENT:**

**Back to school**

Police Chief, Monte Renzelman stated Asotin-Anatone School starts tomorrow. Police Chief, Monte Renzelman gave a press release for back to school on August 15<sup>th</sup>. He also provided flyers on topics such as "Drivers Use Caution with Back to School", "Back to School Means Sharing the Road", "Be Safe, Personal Safety for Kids", "Walking to School", "Safety around the School Bus", "Bike Safety", "Cyber Safety/Internet Safety for Kids", and "Home Alone".

**911 Parade Commemoration Ceremonies**

Police Chief, Monte Renzelman stated the 911 Parade Commemoration Ceremony will be during the time of the next city council meeting on September 11<sup>th</sup> at 6:30pm. This year it will end at Station 1 Fire Hall in Lewiston on 13<sup>th</sup> Street. City Clerk, Tiffany Rogers reported that the Junior Fire Fighters will also be attending the 911 Parade Commemoration Ceremonies.

**b. CITY ATTORNEY:** None

**c. FIRE DEPARTMENT:** None

**d. PLANNING COMMISSION:** None

- Next Regular Meeting Thursday, October 5, 2017 7:00pm City Hall

**e. CIVIL SERVICE COMMISSION:**

- Next Regular Meeting Wednesday, September 13, 2017 1:15pm City Hall
- Laura Frye has been appointed as the new Civil Service Commissioner. There were two applicants one applicant had not lived in the city for 3 years therefore, he was not qualified.

**f. ASOTIN MUNICIPAL COURT**

- Next Court Date Thursday, September 28, 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 2<sup>nd</sup> Tuesday @ 7:30am Tri-State Hospital
- i. **Asotin County Solid Waste Advisory** Lori Loseth TBA
- 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 4<sup>th</sup> Wednesday @ 1:30pm Lewiston Public Works Bldg
- m. **MPO Policy Board** – Vikki Bonfield 2<sup>nd</sup> Thursday @ 4pm Lewiston Public Works Bldg
- n. **Stormwater** - Jennifer Bly Quarterly 2<sup>nd</sup> Monday @ 3-5pm Asotin County Annex

**X. COUNCIL COMMUNICATIONS:**

**Mervin Schneider-** None

**Joe Appleton-** Councilmember Appleton inquired about the resurfacing of 4<sup>th</sup> Street. Mayor Bonfield stated the application was submitted to TIB on August 18<sup>th</sup>. Decisions will be made in November. Public Works also submitted an application for chip seal for the North and South streets. These are two different pots of money from TIB and there is no match from the City required. Councilmember Appleton would like to know when the light bulb cover on the bridge will be replaced. Mayor Bonfield stated she cannot find one that matches the others. She will continue to search.

**Jennifer Bly-** Absent

**George Tucker-** Absent

**Lori Loseth-** None

**MAYOR’S REPORT:**

**Marina**

Mayor Bonfield asked if everyone has seen the plans for marina. Mayor Bonfield stated the city is still waiting to hear from the state about the capital project funds. Mayor Bonfield met with Verl Long who is working on the survey of the property. When the U.S. Army Corp of Engineers took the city properties, all property legal descriptions were eliminated and made it into tracts. Therefore, it is making it difficult for the surveyor to re-write the legal descriptions that will be needed for the official paperwork. Mayor Bonfield stated the U.S. Army Corp of Engineers originally asked for

\$60,000.00 for their surveyor to complete the work. However, that surveyor no long works for the corp. So it was a good thing the city asked if we could hire our own surveyor. However, once the survey is completed, the city will have to pay the U.S. Army Corp of Engineers to review the survey. To this point, the city has paid Verl Long \$5,000.00 for the survey work.

**U.S. Army Corp of Engineers Yearly Lease Review**

Mayor Bonfield will be meeting with the U.S. Corp of Engineers for the yearly lease review. After the inspection she hopes to have an additional meeting to discuss the tract properties.

**MPO**

Mayor Bonfield will be meeting with Shannon Grow of the MPO to discuss the option of applying for FLAP funds Federal Land Access Funds for the use of the marina project. There may be some match monies required. City of Clarkston is also applying.

**XI. RESOLUTIONS & ORDINANCES: None**

**EXECUTIVE SESSION: RCW 42.30.110 (g): 6:05-6:15 10 minutes**

Mayor Bonfield asked for an Executive Session regarding personnel issues for 10 minutes. No decisions were made.

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

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Mayor Bonfield

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Clerk/Treasurer, Tiffany Rogers