

**ASOTIN CITY COUNCIL MINUTES**  
**July 10, 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, George Tucker

**STAFF PRESENT:** Deputy Clerk, Tina Davidson, Police Chief, Monte Renzelman, City Attorney, Jane Richards

**PRESS:** None

**AUDIENCE:** Elaine Greene, Charlotte Tuttle, Ron Broyles, Dale Bonfield, Candy Becker, Mike Feil

- 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.

- V. CONSENT CALENDAR:**

- 1. Minutes of June 26, 2017 Regular Meeting**
2. Expense Checks- #39925-#39929 \$15,251.75 #39956-#39975 \$13,497.48
3. Payroll Checks- #39930-#39955 \$33,778.98
4. EFT - \$10,743.91
5. Voids- #39923 \$354.00 #39950 \$3,416.65
6. Approval of Unexcused and/or Excused Councilmember's absents

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

- VI. UNFINISHED BUSINESS:**

- 1. Update on Public Hearing**

The Asotin City Council Transportation Committee set a public hearing for Friday, July 7, 2017 at 2:30pm at City Hall 121 Cleveland Street to hear The Asotin-Anatone School District has requested to vacate the alleyway between the bus garage, the agricultural shop and museum officially located between Second and Third Street/Filmore and Monroe Block 34, Lots 5 Thru 10 of Schank & Reeds Addition.

**Dale Bonfield** – Provided explanation to some of the questions that were brought up at the Public Hearing. He explained that the property is going to be used for parking buses. There

will be no structure put on the property. However there will be gates at both ends which will eliminate the public from being able to use. If in case of an emergency fire and EMS would be able to access. There will be a utility easement for the access of the property. Councilmember Tucker made a motion to approve the vacating of the alleyway. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

## **VII. NEW BUSINESS:**

### **1. Jim Griffin to address the council regarding Civil Service**

(Jim Griffin requested at least four minutes to address his case and would like to have the council respond at the meeting, as well as the attorney and mayor.) Mr. Griffin stood and addressed the audience and explained why he thought the city broke the law by hiring of the Civil Service Secretary/Examiner. He stated several RCW's and wanted to know how the audience felt about what the city was doing. Mike Feil who is on the civil service commission was in the audience and asked to comment. He stated that he felt the commission worked very hard and did a ton of research to make sure they were doing everything correct and they did what they were advised to do and were doing a very good job at it. After much discussion, no decisions were made and nothing was resolved. Time had exceeded.

## **VIII. CONSULTANT/CONTRACTOR REPORTS:**

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

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

#### **b. Cleveland Street Sidewalk Project**

Sealed bids will be received by the City of Asotin, Washington at City Hall 121 Cleveland Street, Asotin, until 2:00 p.m. local time on July 28, 2017 and will then and there be opened and publicly read for the construction of the improvement(s). WSDOT will be the Certification Acceptance (CA) Agency on this project. Bid shall be sealed and plainly marked "SEALED BID – Cleveland Street Sidewalk". All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check, or surety bond in an amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into the City's contract for the construction of the improvements described herein and furnish a satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the City of Asotin, Washington. The right is reserved to reject any and all bids and to waive informalities in the bidding. Maps, plans and specifications may be obtained from the Engineer (Keller Associates, 733 5th St., Suite A, Clarkston, WA 99403) upon payment of the amount of \$100.00. An electronic copy is available on DVD at no charge. The following is applicable to federal aid projects. The (Local Agency) in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award. The improvements for which bids will be received are described below: This contract provides for the removal and replacement of 4,386 SF of sidewalk, 101 LF of curb and gutter, ADA pedestrian ramps, 72 LF of ribbon curb, asphalt patching, and other work all in accordance with the Contract Plans, Contract Provisions, and the Standard

Specifications. Washington State Department of Transportation (WSDOT) will be the Certification Acceptance (CA) Agency on this project.

**IX. CLERK'S REPORT:** None

**DEPARTMENTS:**

**a. POLICE DEPARTMENT:**

**Calls – 68**  
**Stops – 95**  
**Citations – 34**  
**Arrests – 5**  
**RSP – 3 (requests submitted to PA)**  
**Cite - 1**

**b. CITY ATTORNEY:** None

**c. FIRE DEPARTMENT:** None

**d. PLANNING COMMISSION:**

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

**e. CIVIL SERVICE COMMISSION:**

- Next Regular Meeting Wednesday, July 12, 2017 1:15pm City Hall (new date & time)
- Civil Service Commissioner Position Opening

**f. ASOTIN MUNICIPAL COURT**

- Next Court Date Thursday, July 20, 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 Loeth Quarterly 2<sup>nd</sup> Tuesday @ 7:30am Tri-State Hospital
- i. **Asotin County Solid Waste Advisory** Lori Loeth 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-** Absent  
**Joe Appleton-** None  
**Jennifer Bly-** None  
**George Tucker-** None

**Lori Loseth**- Stated she will be attending the EMS meeting tomorrow (Tuesday) and will report at next meeting.

**XI. MAYOR'S REPORT:**

**PIG OUT IN THE PARK IS ONE MONTH AWAY – WE NEED YOUR HELP IN SPREADING THE WORD – AUGUST 12<sup>th</sup> – ASOTIN DAYS!!! We have posters and need help in getting them passed out around the LC Valley! Come pick up some flyers!!!**

**XII. RESOLUTIONS & ORDINANCES:**

1. Second Reading of **Ordinance #2017-822** Being an Ordinance Amending Ordinance #2016-802 Chapter12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.020 and Providing for the Effective Date Hereof. Councilmember Bly made a motion to approve the Second Reading of **Ordinance #2017-822** being an Ordinance Amending Ordinance #2016-802 Chapter12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.020 and Providing for the Effective Date Hereof. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

**EXECUTIVE SESSION: RCW 42.30.110: (c) 6:30pm-6:40pm 10 Minutes asked for**

No decisions were made.

**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 6:45pm.

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Mayor Bonfield

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Deputy Clerk, Tina Davidson