

ASOTIN CITY COUNCIL MINUTES
June 12, 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, City Attorney, Jane Richards, Fire/EMS Personnel, Dwayne Paris, Amy Paris

PRESS: None

AUDIENCE: Elaine Greene, Ed Becker, Candy Becker, Charlotte Tuttle, Jo Anne Miller, John Macy, Sue Kirkland, Shannon Grow of LCVMPPO, Asotin County Commissioner, Chris Seubert

- 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 of 1220 5th Street, reported on the counties highway project. Do not turn left south bound on Highway 129 it is not allowed as it is a double yellow line. July 5th will be the date for detours for ramp usages. The project is ahead of schedule.

V. CONSENT CALENDAR:

- 1. Minutes of May 22, 2017 Regular Meeting**
2. Expense Checks- #39831-#39870 \$30,700.67
3. Payroll Checks- #39806-#39823 \$14,153.98 #39824-#39830 \$12,196.66
4. EFT - \$11,685.22
5. Voids- #39812 \$1289.03
6. Approval of Unexcused and/or Excused Councilmember's absents

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

- VI. UNFINISHED BUSINESS:** None

VII. NEW BUSINESS:

- Shannon Grow of LCVMPPO explained the Joint Powers Agreement that was established in 2003, 2005, and 2017 and will be required to be adopted annually.
- 1. Resolution 2017-601** A Resolution Approving the Lewis-Clark Valley Metropolitan Planning Organization Joint Powers Agreement, Restated Effective January 1, 2017.

Councilmember Appleton made a motion to approve Resolution 2017-601 A Resolution Approving the Lewis-Clark Valley Metropolitan Planning Organization Joint Powers Agreement, Restated Effective January 1, 2017. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried. The original document was signed and received by Shannon Grow to obtain the other original signatures needed.

2. Agreement between the City of Lewiston and the City of Asotin for use of the Lewiston shooting range

Police Chief, Monte Renzelman explained this is where the City of Asotin Police Officers practice for their qualifications and requirements. The land is owned by Clearwater Paper and is leased for regional law enforcement to do this type of activity. There is a shooting range in Clarkston however, the range is only indoor which limits activities. Councilmember Appleton made a motion to approve the Agreement between the City of Lewiston and the City of Asotin for use of the Lewiston shooting range. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

3. Mutual Assistance Compact between the City of Lewiston and the City of Asotin

Police Chief, Monte Renzelman explained the Mutual Assistance Compact between Lewiston and Asotin is for major incidents for the City to call on Lewiston's resources and Lewiston to call on Asotin's resources. If a SWAT Team is needed, Lewiston can provide that service to City of Asotin. City of Asotin officers are still in charge of the situation, the city receives SWAT Teams participation and resources. Both sides are responsible for their own fees and expenses. Councilmember Bly made a motion to approve the Mutual Assistance Compact between the City of Lewiston and the City of Asotin. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

4. John Macy to discuss City Parking Lot located by the Asotin County Fair Grounds

Resident, John Macy of 403 Riverview Dr stated he is going to be redoing his concrete driveway. He asked if he could dispose 50 yards of concrete at the fairgrounds parking lot where previous like items have been disposed of. John Macy stated he noticed that the city lot located by the fairgrounds has been infringed upon due to previous fill. John Macy explained he has been in the business of moving dirt and construction all his life. The situation between both properties creates a liability issue for both entities and it's all about the safety. The property lines need to be surveyed, fencing needs to be placed and there needs to be a berm and barriers to be up to code with the federal and state laws. John Macy suggested that the county purchase the property from the city. Councilmember Appleton stated we have been in conflict with this property in the past. City Attorney, Jane Richards stated there is a disposal site on 15th Street in Clarkston by the old Bennet Lumber. Mayor Bonfield stated she will have the council committee members Schneider and Tucker investigate the possibilities for a resolution. Mayor Bonfield stated nobody is allowed to dispose of items there at this time as well as it has been stopped in recent years. Councilmember Bly stated the city does not have the funds nor the equipment to move the dirt.

5. Jo Anne Miller to discuss the Taco Stand

Resident, Jo Anne Miller of 1314 Third Street stated she has concerns about the appearance of the taco stand where it is located. She is also concerned about the sandwich board advertisements and other signs that are posted on the fence on First Street as you come into Asotin. Jo Anne Miller stated she would like to keep Asotin neat and clean. Jo Anne Miller

stated she believes there is an ordinance with language which discusses the sandwich board issue. Mayor Bonfield stated she will review the ordinances. Mayor Bonfield stated the taco stand has been moved back further. Mayor Bonfield stated the taco stand is just like any other business that is in the City of Asotin. They have a Washington State License through the Department of Revenue, Washington State Health Permit through the Asotin County Health District, City of Asotin business license, pay monthly lot rent to the city and clean the community center. Jo Anne Miller stated the Mason's would offer their building for a small rental fee. Mayor Bonfield stated the Mason's rent their building to the Headstart Program. Also the Mason's building is on Second Street which would not provide business as the flow of traffic is on First Street.

VIII. CONSULTANT/CONTRACTOR REPORTS: None

Keller Associates, Inc.

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

UV system had a problem on Saturday. The emergency phone notification did not work. Plant is looking much better. With the problem of Saturday, the 30 days will be re-set again to have 30 days without any issues.

IX. CLERK'S REPORT:

1. May 2017 Past Due Utility Accounts

Clerk/Treasurer, Tiffany Rogers reported there were 39 past due utility accounts for May.

2. Sewer Main Cleaning June 26th – June 30th “Close all toilet lids”

Clerk/Treasurer, Tiffany Rogers stated the Sewer Mains will be flushed June 26th – June 30th. You will want to close your toilet lids.

3. Asotin County Conservation District Weed/Wheat Tour June 22nd Drone presentation at Asotin Cemetery 12:30pm-3:00pm

The Asotin County Conservation District will host a Weed/Wheat Tour on June 22. The Asotin Cemetery will be the site of a drone demonstration to detect noxious weeds from 12:30-3:00 pm.

4. Asotin Cleveland Street Sidewalk Project to go out to bids this month

Clerk/Treasurer, Tiffany Rogers stated the Cleveland Street Sidewalk Project will go out for bids this month. It's been a long process but well worth the wait.

DEPARTMENTS:

a. POLICE DEPARTMENT:

May Stats

Total Calls: 73 & 39 citations

Sex offense assisted Ohio Agency on as suspect lives in Asotin

Submitted to PA: 4

Arrests: DWLS X2, Warrant, Trespass of Residence, Probation Violation (Juv),

b. CITY ATTORNEY:

City Attorney, Jane Richards stated the Asotin City Municipal Court is improving every time. City Attorney, Jane Richards wants to thank Stacy Grijalva from the Asotin County District Court and Lori Leavitt and Tami Leavitt from the Asotin County Sheriff's Office for all their help and cooperation. The direction of the court is going how it was intended.

c. FIRE DEPARTMENT:

City of Asotin Fire/EMS Lieutenant, Dwayne Paris stated the outcome from the presentation at the school regarding the Jr Fire Fighters program was 16 students and their parents attending the first meeting. There is an even number of male and female participants. By the end of summer there could be a total of 20. These are only students from the Asotin-Anatone School District. It was exciting to see so many participants. Parents fears were set at ease due to there will be a time limit for the students to be able to participate. School work, tests and school grades take priority over going to a call. Therefore, students will only respond on weekdays during the hours of 2:30pm-9:00pm. Each student will have a professional fire fighter/EMS instructor by their side at all times. The program requires a minimum of twenty four hours training of EMS and twenty four hours training of fire. However, the students can attend every drill on Thursday's at 7:00pm at the fire station. Ten students want to do both programs. The City of Asotin Fire Department is receiving assistance from all the local agencies to help with this program. The City of Asotin is the only Jr Fire Fighter program this side of the state. Students have already stated they want to be a Life Flight Medic. Some want to join the fire department as soon as they turn 18 and have completed the training. The students will be required to complete a report of the incident they attended and that report is due within 24 hours of the incident. The students will be receiving a bright colored T-shirt. They will have to wear this t-shirt at all times when on calls and local events they are representing. Lieutenant, Dwayne Paris stated Fire Chief, Noel Hardin asked him to remind the council and the public that the new Fire Works ordinance will be in place this year, which is 8.22.030 Discharge of consumer fireworks – Days and hours permitted. Approved consumer fireworks, as defined by RCW 70.77.136, may be discharged within the City of Asotin only on July 3rd between the hours of 9:00 a.m. and 11:00 p.m., on July 4th between the hours of 9:00 a.m. and 12:00 midnight, July 5th between the hours of 9:00a.m. and 11:00p.m., and between the hours of 6:00 p.m. on December 31st and 1:00 a.m. on January 1st. Consumer fireworks may not be discharged within the City of Asotin at any other time. This is a Misdemeanor, cite with a court date. Lieutenant, Dwayne Paris stated the fuel at this time in the fire season is at six foot plus. Lieutenant, Dwayne Paris reported the primary fire engine blew a seal on a way to an emergency call. The truck was able to make it on scene and then was shut down before any engine parts were affected. The fire engine should be repaired and back by the end of the week. Lieutenant, Dwayne Paris reported the fire department gave a fire fighter class to a group of home schooled students last Saturday.

d. PLANNING COMMISSION:

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

e. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Wednesday, June 14, 2017 1:15pm City Hall (new date & time)
- Civil Service Commissioner Position Opening

f. ASOTIN MUNICIPAL COURT

- Next Court Date Thursday, June 22, 2017 1:30pm City Hall

COMMITTEE REPORTS:

- Mayor Pro-Tem**–Jennifer Bly
- Administrative Personnel**–Jennifer Bly
- Public Safety (Law Enforcement, Fire Safety, Emergency Services)**–Joe Appleton & George Tucker
- Public Works (Water, Sewer, Utility Franchises)**–Jennifer Bly & George Tucker
- Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider & George Tucker
- Parks and Recreation (Parks, Cemetery, Asotin Community Center)** – Joe Appleton & Mervin Schneider
- Finance** - Jennifer Bly & Mervin Schneider

- | | | |
|----|--|---|
| h. | Asotin County EMS Board - Lori Loseth | Quarterly 2 nd Tuesday @ 7:30am Tri-State Hospital |
| i. | Asotin County Solid Waste Advisory Lori Loseth | TBA |
| j. | Asotin County Health District - Vikki Bonfield | 4 th Monday @ 1pm Asotin County Annex |
| k. | PTBA - Mervin Schneider | 2 nd Wednesday @ Clarkston PTBA Bldg 15 th Street |
| l. | MPO Technical Advisory Committee - Bob Portlock | 4 th Wednesday @ 1:30pm Lewiston Public Works Bldg |
| m. | MPO Policy Board – Vikki Bonfield | 2 nd Thursday @ 4pm Lewiston Public Works Bldg |
| n. | Stormwater - Jennifer Bly | Quarterly 2 nd Monday @ 3-5pm Asotin County Annex |

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Councilmember Schneider stated the Alleyways behind Kings Lane, Lincoln and Washington have huge bushes that need to be removed by the owners. Lieutenant, Dwayne Paris agreed and stated the Fire Department needs thirteen feet to get through and Alleyway. Mayor Bonfield stated Clerk/Treasurer, Tiffany Rogers will place an announcement on the back of the utility statement and the reader board to have the Alleyways cleaned up. Public Works will be grading the alleyways, so what is not cleaned by the time Public Works is ready, Public Works will remove any bushes, shrubs or trees to have the alleyways in compliance with fire code rules.

Joe Appleton- None

Jennifer Bly- Councilmember Bly attended the Stormwater meeting today. Councilmember Bly distributed an excel spreadsheet regarding the 2018 ERU Revenue Options. Five years ago the ERU was lowered from five dollars to four dollars per ERU. Ever since the rate was lowered the budget has been experiencing decreases with the cash on hand. No decisions have been made at this time. The 2018 ERU Revenue Options explains what happens if the ERU stays at the four dollar rate. The other examples indicate what will happen if the ERU rate is not increased. There will be a huge reduction in the cities Stormwater Capital Budget if the dollar amount remains at four dollars. The Stormwater Capital Budget helps provide matching funds for grants. Options to consider will be an increase of \$4.25 \$4.50 \$4.75 and/or \$5.00 per ERU. Each entity has to agree with the amount. The Stormwater crew has picked up with the sweeping equipment from January-June 573 tons of material compared to all of 2016 of 400 tons. Most road damage is done by water therefore, stormwater controls and contains the water. This is why Stormwater is so important to help preserve the roads. Councilmember Bly encourages everyone to go on the Stormwater’s website. It has excellent pictures and the past and current projects. These are just two employees that work on these projects. Most cities would have to bid these projects out and would cost thousands of dollars but these two employees are doing it all by themselves. Charlotte Tuttle asked if the Stormwater has ever collected the guaranteed one million dollar back up fund. Councilmember Bly stated no since everything is going up in prices and have to have updated equipment to complete the work. Councilmember Bly learned at the Stormwater meeting today that a resident of Asotin County is going to be building a tiny house development by the Aquatic Center. There will be 64 tiny homes that can be rented or purchased and they will be the size of 400 square feet up to 1000 square feet.

George Tucker- None

Lori Loseth- None

XI. MAYOR’S REPORT:

Mayor Bonfield had discussion with Shannon Grow of the LCVMPPO regarding the road study. The road study is complete and now the streets can be prioritized. Public Works Superintendent, Bob Portlock has scheduled Third Street for crack sealing. The City of Asotin has an interlocal agreement with Asotin County to do this type of work for the city. The City will not be able to do an overlay on Second Street nor Fourth Street due to the condition the street is currently in.

XII. RESOLUTIONS & ORDINANCES:

1. First Reading of **Ordinance 2017-823** Being an Ordinance Amending Chapter 3.62 Titled Competitive Bidding Policy Adding a New Section 3.62.040 Code of Federal Regulations to the Asotin Municipal Code, and providing for the effective date hereof. Councilmember Schneider made a motion to approve the First Reading of Ordinance 2017-823 Being an Ordinance Amending Chapter 3.62 Titled Competitive Bidding Policy Adding a New Section 3.62.040 Code of Federal Regulations to the Asotin Municipal Code, and providing for the effective date hereof. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

2. First Reading of **Ordinance 2017-824** Being an Ordinance Amending Asotin Municipal Code Section 13.36.020, Minimum and Excess Water Rates and Providing for the Effective Date Hereof. Councilmember Bly made a motion to approve the First Reading of Ordinance 2017-824 Being an Ordinance Amending Asotin Municipal Code Section 13.36.020, Minimum and Excess Water Rates 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 Schneider. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:25pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers