

ASOTIN CITY COUNCIL MINUTES
June 26, 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: Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman, City Attorney, Jane Richards

PRESS: None

AUDIENCE: Elaine Greene, Charlotte Tuttle, Jo Anne Miller

- 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. Highway 129 will be closed July 5th.

- V. CONSENT CALENDAR:**

- 1. Minutes of June 12, 2017 Regular Meeting**
- 2. Expense Checks- #39889-#39924 \$53,071.17**
- 3. Payroll Checks- #39871-#39888 \$13,334.03**
- 4. EFT - \$5,367.80**
- 5. Voids- None**
- 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:** None

- VII. NEW BUSINESS:** None

- VIII. CONSULTANT/CONTRACTOR REPORTS:** None

Keller Associates, Inc.

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

IX. CLERK'S REPORT:

- 1. 2017 Master Gardener Calendar of Events**
- 2. Medicare Presentation "What You Need to Know When You Turn 65" August 9th 6:30pm-8:00pm Asotin Community Center**
- 3. Asotin Days August 11th – 12th – 13th**
- 4. Sign up for the Asotin Yard Sale Map and Vendors for Saturday, August 12th**
- 5. Asotin Marina Fundraiser "Pig Out In the Park", Saturday, August 12th 10:00am-4:00pm Vendors, P1FCU Kids Water Zone, Community Yard Sales, Water Demonstrations, Lewiston RV Show, MotoJet Boat Show. Donations by Print Craft Printing, Matt's Grill & Lodge, Lewiston RV, Albertsons, American Turbine, P1FCU, Rick's Family Foods, Pepsi, Cenex, Riverview Marina, MotoJet.**

DEPARTMENTS:

a. POLICE DEPARTMENT:

Fireworks

The dates and hours of firework use per Asotin City Ordinance is: 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. The only legal fireworks are the "Safe and Sane" fireworks. It is important to know what is legal as there are locations illegal fireworks can be sold, which does not make it legal to set off. Fire Crackers, Bottle Rockets, Sky Rockets, and Missiles are examples of those that can be purchased locally but are illegal to discharge in the city limits. Most of the following are legal (must still check as there are variations of each): Cylindrical and Cone Fountains, Aerial Spinners, Helicopters, Smoke Devices, Roman Candles, Parachutes, Wheels, Mine/Shells/Cakes, Ground Spinners, Dipped Stick, Sparklers, and Novelties. (Washington State Fire Marshall's Office). Safety is of the most importance as any legal firework can become dangerous to person and property. The safest is to attend the public display. If you do purchase your own, follow these simple tips:

- Know your fireworks; read the cautionary labels and performance descriptions before igniting.
- A responsible adult SHOULD supervise all firework activities. Never give fireworks to children.
- Alcohol and fireworks do not mix. Save your alcohol for after the show.
- Have a charged water hose that can reach the furthest location of your display.
- Wear safety glasses when shooting fireworks.
- Light one firework at a time and then quickly move away.
- Use fireworks OUTDOORS in a clear area; away from buildings and vehicles.
- Never relight a "dud" firework. Wait 20 minutes and then soak it in a bucket of water.
- Always have a bucket of water to soak your spent firework into.
- Never carry fireworks in your POCKET or shoot them into METAL or GLASS containers.
- Do not experiment with homemade fireworks.
- Dispose of spent fireworks by wetting them down and place in a metal trash can away from any building or combustible materials until the next day.
- FAA regulations PROHIBIT the possession and transportation of fireworks in your checked baggage or carry-on luggage.
- Report illegal explosives, like M-80s and quarter sticks, to the fire or police department.

The Asotin Police Department wishes everyone a Happy and Safe 4th of July!!!

Coffee with the Chief

Police Chief, Monte Renzelman has started a program called "Coffee with the Chief". The intent is for him to get to know the citizens on a more personable level, and find out what their views about the Asotin Police

Department are, so he can more adequately lead the department in the direction the citizens want it to go. Once a month he asked city hall to randomly pick a family in Asotin. I ask the family to sit down with me over coffee, at our expense, to talk about the Asotin Police Department, and any other topics they may want to discuss. Some of the items are:

- What is your view of the Asotin Police Department
- What do you expect from the Asotin Police Department
- If you were “Chief for a Day” what would you change/do
- What do you not like about the Asotin Police Department
- Do you feel safe in Asotin
- Have you seen anything of concern about the Asotin Police Department
- Answer any questions you may have about why we do what we do

I also take a little time to introduce you to the Asotin Police Department

- How many officers are there
- What is my philosophy about community oriented policing in a small community

The location options are Kenzie’s Coffee, Zip Trip in Asotin, or other options in Clarkston where you prefer.

Research

Police Chief, Monte Renzelman has created a group of micro cities with population of 5,000 or less which includes 24 police departments. The intent is to be able to communicate as a sounding board regarding issues, budgets, size of departments, questions and concerns and how to solve like issues.

- b. CITY ATTORNEY:** City Attorney, Jane Richards stated she will be working on the Asotin Municipal Court Fee Ordinance with Asotin Municipal Court Judge Todd Richardson.
- c. FIRE DEPARTMENT:** None
- d. PLANNING COMMISSION:**
 - Elaine Greene stated Jenni Light had sent an e-mail asking if there was a need for the July Planning Commission Meeting. Dave Risley asked Elaine Greene to ask the council if there were any items the Planning Commission needed to discuss. Mayor Bonfield said no, not at this time. Elaine Greene, stated therefore, there will not be a planning meeting in July.
 - 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

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| 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- Absent

Joe Appleton- Councilmember Appleton inquired about the court monies. Mayor Bonfield stated the funds have not been distributed yet but are in a bank account awaiting accounting procedures.

Jennifer Bly- Councilmember Bly stated she noticed the grass was mowed along the state highway. Mayor Bonfield stated she talked to Ronnie Mock from the Washington State Transportation Department. He stated they no longer have the equipment to mow that area. Half is owned by the State, the other half is owned by the U.S. Army Corp of Engineers. Asotin County Public Works Department used to mow it because they have the equipment. It is a fire danger along that portion of road and is very important that it is taken care of this time of the year.

George Tucker- None

Lori Loseth- Councilmember Loseth and Jo Anne Miller stated they were very pleased with the location of the Taco Wagon Business. It's in a good location and it was a great solution for both. Councilmember Loseth wanted to inform the city the fall of 2017, Walla Walla Community College Science Division will be collecting data from water sampling for research. A probe and a wire will be placed in the Asotin Creek. Councilmember Loseth will give an update on the exact dates and times.

XI. MAYOR'S REPORT: None

XII. RESOLUTIONS & ORDINANCES:

1. Second 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 Bly made a motion to approve the Second 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 Tucker. There was no discussion. All Ayes. Motion carried.
2. Second 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 Appleton made a motion to approve the Second 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 Bly. There was no discussion. All Ayes. Motion carried.
3. First Reading of **Ordinance #2017-822** Being an Ordinance Amending Ordinance #2016-802 Chapter 12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.020 and Providing for the Effective Date Hereof. Councilmember Appleton made a motion to approve the First Reading of **Ordinance #2017-822** Being an Ordinance Amending

Ordinance #2016-802 Chapter 12.24 Asotin City Park of the Asotin Municipal Code Section 12.24.020 and Providing for the Effective Date Hereof. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

4. **Resolution #2017-602** A Resolution Authorizing the Research of Vacating the Alleyway Between Second and Third Street/Filmore and Monroe Block 34, Lots 5 thru 10 of Schank & Reeds Addition to the City of Asotin City Council Transportation Committee. Councilmember Loseth made a motion to approve **Resolution #2017-602** A Resolution Authorizing the Research of Vacating the Alleyway Between Second and Third Street/Filmore and Monroe Block 34, Lots 5 thru 10 of Schank & Reeds Addition to the City of Asotin City Council Transportation Committee. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110: None

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Bly. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:05pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers