

ASOTIN CITY COUNCIL MINUTES
May 22, 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, City Attorney, Jane Richards

PRESS: None

AUDIENCE: Elaine Greene, Ed Becker, Candy Becker, Charlotte Tuttle, Bob Grimsey, Mia Van Komen, Kade Fisher

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, 1220 5th Street, attended the Asotin County Commissioners meeting this morning. The Southway Bridge Highway will not close after Memorial Day, it will close in later June. Reminder vehicles cannot turn left onto the bridge to go to Lewiston. Vehicles still have to follow the original roadway. Enforcement will remain in place and you will be ticketed.

V. CONSENT CALENDAR:

- 1. Minutes of May 8, 2017 Regular Meeting**
2. Expense Checks- #39782-#39805 \$26,145.94
3. Payroll Checks- #39764-39781 \$14,459.83 #39754-#39763 \$10,530.66
4. EFT - \$8,245.22 \$1,969.88
5. Voids-\$1,286.76 \$139.00
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.

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

- 1. Memorial Day Ceremony May 29th at Asotin Cemetery at 11:00am hosted by the American Legion Post #246 with Special Guest Speaker Asotin County Sheriff John Hilderbrand performances by Clarkston High School, the JROTC and Clearwater Pipe and Drums. Refreshments and Water will be available.**

2. New “Cemetery Sign” dedicated Thursday, May 18th 10:00am

Mayor Bonfield reported the new Cemetery Sign has been erected at the opening of the Asotin Cemetery. The dedication of the new Cemetery Sign took place on Thursday, May 18th at 10:00am. It looks amazing. The community is lucky to have someone willing to pay for it which was Ron Ritz and John Kirkland designed and created the sign. The Hostetler family donated the land. Noel Abbott, from the American Legion Post #246 along with other community members were on site for the dedication. The city would like to thank everyone involved for their part to support the cemetery.

VIII. CONSULTANT/CONTRACTOR REPORTS: None

1. Keller Associates, Inc.

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

Mayor Bonfield stated the sprinkler system and lawn will be the next project to be installed at the Waste Water Treatment Plant. Also, the thirty day running concurrent time with the existing system and the new system has begun.

IX. CLERK’S REPORT:

1. 2017 January-April Building Permits

Clerk/Treasurer, Tiffany Rogers reported on the City of Asotin Building Permits from January to April had 210,800 of Total Valuation and Building Permit Fees paid in the amount of \$5,432.14. Permits consisted of a Commercial Building Permit, Deck Permits, Garage Permits, Mechanical Permits, Re-Roofing Permits, Storage and Pole Building Permits and one Single Family Dwelling Permit.

2. Proclamation of Older Americans Month for May 2017

Clerk/Treasurer, Tiffany Rogers read the Proclamation for the Older Americans Month. The month of May is designated as the Older Americans Month. “Age Out Loud”. Communities of older Americans who richly contribute to our community and who are committed to take charge of their health, explore new opportunities, activities, and focus on independence. The older adults are redefining age in our community. Promoting home-and community-based services that support independent living and encourage older adults to speak up for themselves and others and provide opportunities for older adults to share their experiences. Now therefore, the City Council of the City of Asotin, Washington, hereby proclaims May 2017 to be Older Americans Month, and urges every resident to take time during this month to acknowledge older adults and the people who serve them as influential and vital individuals who greatly contribute to our community. Resident, Charlotte Tuttle stated there are 7,000 Older Americans in Asotin County per the representative at the Asotin County Commissioners meeting.

3. The City of Asotin will be closed in observance of Memorial Day on Monday, May 29, 2017

Clerk/Treasurer, Tiffany Rogers stated the City of Asotin will be closed in observance of Memorial Day on Monday, May 29, 2017.

DEPARTMENTS:

a. POLICE DEPARTMENT: None

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT:

Clerk/Treasurer, Tiffany Rogers, stated the Junior Volunteer Handbook and applications have been distributed to the students at Asotin-Anatone school during the presentation last week.

d. PLANNING COMMISSION:

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

e. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Thursday, June 8, 2017 5:15pm City Hall
- Civil Service Commissioner Position Opening
 - Clerk/Treasurer, Tiffany Rogers stated there is going to be an opening on the Civil Service Commission. Please apply at City Hall or call 509-243-4411 for an application. For more information please see Asotin Municipal Code Chapter 2.62. Current Member will stay until the position is filled.

f. ASOTIN MUNICIPAL COURT

- Next Court Date Thursday, May 25, 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 asked if a new location had been found for the Taco Wagon yet. Mayor Bonfield stated the problem is having access to electricity. Mayor Bonfield is still searching for a place. It is not an option to place the Taco Wagon further back due to that is on the U.S. Army Corp of Engineer’s property. The Taco Wagon business is supported by people driving through town and the employees of the businesses in Asotin. They are actually not having too many school students purchasing. Therefore, it is best to be on First Street for a more visible place for the traffic. Councilmember Schneider asked about updating the Basketball nets. Mayor Bonfield stated she is working on getting those replaced. She wants to replace them with a more durably system so they don’t have to keep replacing them.

Joe Appleton- Councilmember Appleton asked who was resigning from the Civil Service Commission. Mayor Bonfield stated Mike Feil will be resigning but staying until the position is filled.

Jennifer Bly- Councilmember Bly asked who is going to mow the grass that is located on Riverside Drive as you enter into Asotin. She is concerned about fire season. Mayor Bonfield stated that area is owned by the State Highway and the U.S. Army Corp of Engineers. Previous years Asotin

County mowed the area, but the city was informed last year by the County they would no longer be mowing it. Mayor Bonfield will contact Ronnie Mock from the State to see if the state will mow it. **George Tucker-** Councilmember Tucker stated he has been hearing good comments about the RV Sanitation Station how the public appreciates that it has been installed and is seeing lots of people using it. Councilmember Tucker stated it is one of the nicest he has seen around the valley.
Lori Loseth- None

XI. MAYOR'S REPORT:

Ordinance #2014-781

Mayor Bonfield stated there was a language error in Ordinance #2014-781 Being an Ordinance Amending Asotin Municipal Code Section 13.36.020, Minimum and Excess Water Rates and Providing for the Effective Date Hereof dated November 24, 2014. The language did not include keeping the excess water rate at .49 cents for the Asotin-Anatone School Softball and Football Fields. Since this was not included at the time, Mayor Bonfield is asking to go back retroactive to the date of November 24, 2014 to include the updated language in Ordinance #2014-781. Councilmember Tucker made a motion to approve including language in Ordinance #2014-781 retro back to November 24, 2014 to keep the excess water rate at .49 cents for the Asotin-Anatone School Softball and Football Fields. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

Asotin Boat Launch and Jetty (Marina)

Mayor Bonfield reported the Marina project is right on schedule. Stillman Norton of Keller Associates, Inc. has produced a report for the structure issues, but no cost estimate yet. Mayor Bonfield talked with Representative, Mary Dye Saturday at the Boyer Park celebration. Representative, Mary Dye stated there may be some monies available. Mayor Bonfield is still working on that part and going forward. The property has been surveyed by Long Engineering. However, he is waiting for information from the U.S. Army Corp of Engineers before he can complete the survey. Dr. Sappington signed the ARPA document on Feb 28th, however the U.S. Army Corp of Engineers sent it back and wanted more information. By this time the ninety day time limit had arrived and the U.S. Army Corp of Engineers now wants the date to read May 1st. The date was crossed through and hand wrote May 1st, however, the U.S. Army Corp of Engineers now wants Dr. Sappington to digitally sign the document. Dr. Sappington is a professor at U Of I and is not in session. Mayor Bonfield will be hosting a meeting on Wednesday, May 24th at City Hall with the U.S. Army Corp of Engineers and the Nez Perce Tribe about going forward with getting the property back from the U.S. Army Corp of Engineers. The City of Asotin has already remitted \$5,000 in 2014 to the U.S. Army Corp of Engineers to start the paperwork and a meeting was supposed to set up with the Nez Perce Tribe in 2014 and it is now 2017.

XII. RESOLUTIONS & ORDINANCES:

- 1. Resolution 2017-599** A Resolution of the City Council of the City of Asotin, Washington, Providing for the Submission of a Proposition to the Qualifying Voters of the City of Asotin at the November 7, 2017 General Election for their Ratification or Rejection, Providing for Authority to Levy an Increase in the Regular Property Tax Levy at the Rate of \$3.15 per \$1,000 of Assessed Value Which is in Excess of the Limit Factor Established in RCW 84.55.005 and 84.55.010; Setting Forth the Ballot Proposition; Directing the City Clerk to Certify to the County Auditor a Certified Copy of this Resolution; and Providing for Other Matters Properly Related Thereto. Councilmember Appleton made a motion to approve Resolution 2017-599 A Resolution of the City Council of the City of Asotin, Washington,

Providing for the Submission of a Proposition to the Qualifying Voters of the City of Asotin at the November 7, 2017 General Election for their Ratification or Rejection, Providing for Authority to Levy an Increase in the Regular Property Tax Levy at the Rate of \$3.15 per \$1,000 of Assessed Value Which is in Excess of the Limit Factor Established in RCW 84.55.005 and 84.55.010; Setting Forth the Ballot Proposition; Directing the City Clerk to Certify to the County Auditor a Certified Copy of this Resolution; and Providing for Other Matters Properly Related Thereto. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried. Clerk/Treasurer will deliver the signed Resolution to Asotin County Auditor before August. Mayor Bonfield stated she spoke with the Asotin County Assessor Office about the new process of evaluating and re-assessing land values for homes that have river view properties. Mayor Bonfield stated her property taxes would only be an additional \$9.00. Mayor Bonfield suggests contacting the Asotin County Assessor's Office to discuss your land values now and what the increase may be and have that converted into tax dollar amounts.

2. **Resolution 2017-601** Before the Asotin Council Being a Resolution Declaring the Resolution of the City Council of the City of Asotin Establishing Social Media Administrative Policies. This topic has been tabled to a later date. City Attorney, Jane Richards stated this should not be represented in a Resolution format. City Attorney, Jane Richards stated the department heads need to discuss this topic and Mayor Bonfield has the authority to update and create policies. This is important for the Separation of Powers. City Attorney, Jane Richards would like to investigate additional policies with additional language.

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 6:10pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers