

**ASOTIN CITY COUNCIL MINUTES**  
**May 8, 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 Tucker Led the Pledge of Allegiance.

**ROLL CALL:** Jennifer Bly, Lori Loseth, Mervin Schneider, George Tucker

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, Public Works Superintendent, Bob Portlock  
Fire/EMS Personnel Amy Paris, Dwayne Paris

**PRESS:** None

**AUDIENCE:** Elaine Greene, Ed Becker, Candy Becker, JoAnne Miller, Charlotte Tuttle, Scott Linja of Keller Associates, Inc., Kevin Poole of Keller Associates, Inc., Shannon Grow of LCVMPD, Mike Feil, Sharlene Tiller, Leigh Zipse, Phoenix Hough, Judy Floch, Jennifer Heaton

**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, JoAnne Miller of 1314 3<sup>rd</sup> Street asked the Mayor and Council if the taco wagon business could be moved to a different location. JoAnne Miller stated the community center (church) is one of the most beautiful buildings in the city. JoAnne Miller stated it just doesn't look appropriate for the business to be at that location. Mayor Bonfield stated she is hoping to find a more permanent place for the taco wagon business.

Resident, Leigh Zipse of 116 3<sup>rd</sup> Street stated he was experiencing Stormwater issues on his property. He stated water is running into the back patio and creating pools of water which will eventually wear against the foundation. Public Works, Superintendent, Bob Portlock stated Asotin County Stormwater has already looked into this situation and Asotin County Stormwater and Public Works Superintendent, Bob Portlock will be working on it tomorrow.

**V. CONSENT CALENDAR:**

**1. Minutes of April 24, 2017 Regular Meeting**

**2.** Expense Checks-#39696 \$3,173.51 #39720-#39753 \$54,335.55

**3.** Payroll Checks-#39697-#39719 \$25,540.54

**4.** EFT - \$11,098.78

**5.** Voids- None

**6.** Approval of Unexcused and/or Excused Councilmember's absents

Councilmember Schneider made a motion to approve the consent calendar. Seconded by Councilmember Tucker. Councilmember Schneider asked about the purchase of the new lawn mower. All Ayes. Motion

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

**VI. UNFINISHED BUSINESS:** None

**VII. NEW BUSINESS:**

**1. Request from Asotin-Anatone School District to vacate the alley between the bus garage and the ag shop officially located between Second and Third Street/Filmore and Monroe.**

Resident, Mike Feil of 611 3<sup>rd</sup> Street stated he travels that alley on his 4 wheeler all the time and the garbage trucks use the alley. Mike Feil was not sure how it's going to help the school. Mayor Bonfield stated it is only from Filmore to Monroe Street. Mayor Bonfield stated there will be a public hearing. Councilmember Tucker reported at the last meeting he observed the traffic for two hours and didn't see any cars using the alley between the museum and the school bus barn. Mayor Bonfield stated the school needs the extra area to park their busses. The school has also been in the process of discussing purchasing additional property from the Museum. Mayor Bonfield stated it is also fewer roads the city has to take care of. Resident, Judy Floch would like to know if the gates could be open during fair for the parade. Mayor Bonfield stated a representative from the school will be at the public hearing for questions and concerns. Councilmember Tucker made a motion to approve the request from Asotin-Anatone School District to vacate the alley between the bus garage and the ag shop officially located between Second and Third Street/Filmore and Monroe and to go forward with the appropriate process. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

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

**1. Keller Associates, Inc.**

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

**a.** Scott Linja of Keller and Associates, Inc. stated the Waste Water Treatment Plant upgrade is nearing the end. The last step is installing a panel in the UV control. Once that is functional then the run time of 30 day starts for the contractors final verification to prove it is working. Mayor Bonfield stated there will be a letter sent to the contractor stating the city will use whatever means are available under the law to recover from time loss.

**b. Transportation Plan Presentation**

Kevin Poole of Keller Associates Inc. presented the completed Transportation Plan to the Mayor and the city council. Kevin Poole of Keller Associates Inc. stated the LCVMPPO provided Asotin with a \$30,000.00 grant of its own. Shannon Grow, Director of the LCVMPPO stated it was very important that the City of Asotin have its own plan. She stated the Comprehensive Plan looks at a lot of different issues with roads, signs and pavement issues. The project will now go to the Policy Board this week then comes back for LCVMPPO to adopt the Capital Improvement Plan which is a list of projects by priority based on funding base and on need. Kevin Poole stated the overview of the Transportation plan has 66 pages, 28 recommendations for the City of Asotin streets and where to start. Listing out the projects to preserve and protect streets, recommended treatments, chip seal, road preservation, pedestrian pathways and bicycle ways. It also identifies 20 funding sources and costs for the city which will help write the grant. The City of Asotin only has a \$9,000.00 budget for street maintenance. There are

inventory GIS mapped signs, streets, sidewalks and pavement needs. Plans are ready for 20 years of planning and projects. The Community Advisor Committee consisted of Mayor Bonfield, Asotin-Anatone School Superintendent, Dale Bonfield, PTBA, Jenny George, Rick Knowland, LCVMPO, Shannon Grow, City of Asotin, Public Works Superintendent, Bob Portlock, City of Asotin Councilmember, Lori Loseth, City of Asotin Fire Chief, Noel Hardin, Asotin County Engineer, Dustin Johnson, Director/Engineer RTPO Shaun Darveshi all helped to put things together and set priorities on the Capital Improvement Plan. Councilmember Loseth expressed on behalf of the City of Asotin thanks and appreciation for working on the plan to have these items for Public Works Superintendent, Bob Portlock's tool box. It is a great tool and reference manual and it will be posted on the cities website for the public to access. Kevin Poole stated it was his pleasure to finish the City of Asotin Transportation Plan before becoming the new City of Clarkston Public Works Director.

## **IX. CLERK'S REPORT:**

### **1. April 2017 Past Due Utility Accounts**

Clerk/Treasurer, Tiffany Rogers reported there were 34 past due utility accounts for April.

### **2. U.S. Army Corp of to hire goats May 10th for the City Park/Crick area**

Clerk/Treasurer, Tiffany Rogers stated she received an e-mail from Sage & Hayden Petty. They would like to reserve an RV spot for May 10<sup>th</sup> for a few days as they will be staying on site with the goats as they graze on the U.S. Army Corp of Engineer property to remove the blackberries.

### **3. 2016 Annual Water Quality Report/2017 Water Use Efficiency Report**

Clerk/Treasurer, Tiffany Rogers stated the 2016 Annual Water Quality Report/2017 Water Use Efficiency Reports that are produced from PUD are ready for publication and are located on the City of Asotin website at cityofasotin.org. Hard copies are also located at city hall.

## **DEPARTMENTS:**

### **a. POLICE DEPARTMENT:**

Clerk/Treasurer, Tiffany Rogers read the Police Stats and Press Release

Calls to Service: 73

Traffic Enforcement Stops: 86

Citations: 32

Arrests: Physical: 5 Citation: 1 Juv: 1

Physical: Drugs/Firearm, Domestic Violence, Wanted Person X3

Citation: DWLS

Juv: Assault (AHS)

Cases Referred to PA for Review/Charges:

1Threatening

Cases of Note:

Drugs/Firearm (See Press release), Rape Investigation-Still Under Investigation

## **Asotin County Fair**

There was the normal Parking issues, disorderly, verbal altercations etc., but seemed to run smooth for the most part. There was some changes made that seemed to help. The Asotin Police Department had two person coverage from Thursday through Sunday to make a Law Enforcement presence. Officers were out until at least 2am. The parade with horses used the alley between 2<sup>nd</sup> and 3<sup>rd</sup> due to last year's horse issue. We also sent

vehicles up Beaumester for the first part of the parade to keep 1<sup>st</sup> Street more open for when people were trying to leave after the parade. The changes and added presence made for a smoother and safer fair.

**Press Release 17AS-0237 April 29, 2017 Asotin Police Department**

On April 28, 2017, during the Asotin County Fair, Officers were contacted by the manager of the carnival, Rainier Amusements LLC, in reference to a male who was reported to be “following the carnival on its last two stops,” attempting to sell his employees methamphetamine. The manager pointed the vehicle out to officers in the parking lot of a local restaurant in Asotin. Officers made contact with the occupants of the vehicle, and were able to identify the owner as Joseph Goodrich Simmons JR (35 YOA from Auburn WA). Asotin Police asked for the assistance of Deputy Joe Snyder and his K9 partner, Deputy Ollie. Deputy Ollie is trained in the detection of narcotic odors, once deployed, Deputy Ollie alerted on the vehicle for the presence of narcotic odors. The vehicle was seized pending the application of a search warrant. Asotin Police were granted a search warrant for the vehicle, a 2001 Mitsubishi Eclipse, Red in color. Asotin Police Officers, Asotin County Sheriff’s Office Deputies and a member of the Quad Cities Drug Task Force served the search warrant on the vehicle. Officers found four individual baggies that tested presumptive positive as Methamphetamine (17grams total weight), Prescription Medication (Hydrocodone), a Semi-Auto 380 Pistol, paraphernalia and other items consistent with the distribution of Methamphetamine. Simmons was booked into the Asotin County Jail on the charges of Possession Controlled Sub. METH, Possession with Intent to Distribute, Unlawful Possession of Firearm, Possession of Prescription Medication, and Possession of Paraphernalia. The investigation continues into the status of the firearm.

**b. CITY ATTORNEY:** None

**c. FIRE DEPARTMENT:**

Lieutenant, Dwayne Paris stated it was a quiet fair for the fire/ems department. Lieutenant, Dwayne Paris stated they attended a local drill that included every local agency to learn about each other’s fire equipment such as types of equipment and how the equipment would network from one agency to the other. Lieutenant, Dwayne Paris stated the Junior Volunteer Handbook has been approved and presentations will start next week at the school and run before school is out.

**d. PLANNING COMMISSION:**

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

**e. CIVIL SERVICE COMMISSION:**

- Next Regular Meeting Thursday, May 11, 2017 5:15pm City Hall

**f. ASOTIN MUNICIPAL COURT**

- Next Court Date Thursday, May 25, 2017 1:30pm City Hall
- Court Administrator, Tina Davidson, Court Cashier, Tiffany Rogers and Court Cashier, Vikki Bonfield has received Criminal Justice Information System Security & Awareness Training through the Asotin County Sheriffs Department and Law Enforcement.

**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

- g. **Finance** - Jennifer Bly & Mervin Schneider
- h. **Asotin County EMS Board** - Lori Loseth
- i. **Asotin County Solid Waste Advisory** Lori Loseth
- j. **Asotin County Health District** - Vikki Bonfield
- k. **PTBA** - Mervin Schneider
- l. **MPO Technical Advisory Committee** - Bob Portlock
- m. **MPO Policy Board** – Vikki Bonfield
- n. **Stormwater** - Jennifer Bly

Quarterly 2<sup>nd</sup> Tuesday @ 7:30am Tri-State Hospital  
TBA  
4<sup>th</sup> Monday @ 1pm Asotin County Annex  
2<sup>nd</sup> Wednesday @ Clarkston PTBA Bldg 15<sup>th</sup> Street  
2<sup>nd</sup> Wednesday @ 2:30pm Lewiston Public Works Bldg  
2<sup>nd</sup> Wednesday @ 4pm Lewiston Public Works Bldg  
Quarterly 2<sup>nd</sup> Monday @ 3-5pm Asotin County Annex

**X. COUNCIL COMMUNICATIONS:**

**Mervin Schneider-** Councilmember Schneider has volunteered to lead the cleanup day at the Asotin City Cemetery on Saturday, May 13<sup>th</sup> at 9:00am

**Joe Appleton-** None

**Jennifer Bly-** None

**George Tucker-** None

**Lori Loseth-** None

**XI. MAYOR’S REPORT:**

Mayor Bonfield stated Asotin County Sheriff, John Hilderbrand will be the guest speaker at the Asotin Cemetery on Memorial Day, Monday, May 29<sup>th</sup> at 11:00am. The American Legion Post #246 will be hosting the service and the Clarkston High School JROTC along with the Clearwater Pipe and Drums will be there to officiate. The New Cemetery sign that was donated by Ron and Sandra Ritz and created by John Kirkland will be dedicated at the ceremony. Refreshments and water will be available.

**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.

**Tabled until next meeting.**

**EXECUTIVE SESSION: RCW 42.30.110**

**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 6:09pm.

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Mayor Bonfield

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Clerk/Treasurer, Tiffany Rogers