

**ASOTIN CITY COUNCIL MINUTES**  
**November 27, 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

**PRESS:** None

**AUDIENCE:** Elaine Greene, Charlotte Tuttle, Jenni Light, Scout Master, Mike Cooper, Boy Scout Troop # Regional Stormwater Coordinator, Matt Carlson, Amanda Renzelman.  
There was more public present than signed the attendance form.

**III. PUBLIC HEARING: 5:30pm- 5:33pm**

A Public Hearing was held for consideration of increases in property tax revenues on 11/27/17 at 5:30 PM at Asotin City Hall, 121 Cleveland, Asotin, WA. Councilmember Bly explained the 1% is what the city receives from the county each year. The 2018 taxes to be received from assessed values times the levy rate will be approximately \$180,303.00. The city is allowed to ask for 1% of that which is \$1,803.00. Mayor Bonfield asked if there was any discussion. An audience member asked if his property taxes were going to go up 1%. Mayor Bonfield stated no, it's just the amount the city is allowed to ask for from the assessed values through the assessor's office.

**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, Charlotte Tuttle, stated she attended the Asotin County Commissioners meeting today. The person who submitted a Conditional Use Permit to place an event center up river has declined and will not proceed further with the request. The applicant took in consideration the added traffic and the comments from the neighbors being against the event center.

Charlotte Tuttle asked if there was still a trade with county that was going to occur with the property located by the fair grounds. Mayor Bonfield stated the city has to have it appraised and surveyed first before the city can do anything. It is not happening yet.

**V. CONSENT CALENDAR:**

1. Minutes of November 13, 2017 Regular Meeting
2. Budget Workshop November 13, 2017
3. Expense Checks- #40453-#40472 \$17,445.27
4. Payroll Checks- #40434-40451 \$14,898.41
5. EFT - \$11,466.96

6. Voids- #40452

7. 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. Interlocal Agreement between the City of Asotin and Asotin County for the Solid Waste Management Plan 2017 updates**

RCW 39.34, authorizing Interlocal Agreements for the jointly exercising the authority to establish a comprehensive Solid Waste Management Plan. No separate legal or administrative agency is established, no financing or budget will be needed, no property will be acquired and the County is the administrator for the purposes of the statute. The purpose of the agreement is to engage in an integrated and coordinated effort for preparing, adopting, and implementing the 2017 update to the parties, the Solid Waste Management Plan.

Councilmember Bly made a motion for Mayor Bonfield to sign the Interlocal Agreement between the City of Asotin and Asotin County for the Solid Waste Management Plan 2017. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

**2. 2018 Preliminary Stormwater Operations Budget**

Matt Carlson, Regional Stormwater Coordinator stated the team has made recommendations at its previous meeting to adopt this budget. Asotin County and City of Clarkston has adopted it as well. Total expenditures for 2018 will be \$763,006 which is a \$9,000 increase from 2017 due to benefits and insurance. No increase in operations, fuel, equipment or additional personnel. Councilmember Schneider made a motion to approve the 2018 Preliminary Stormwater Operations Budget. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

**3. Transportation Improvement Board (TIB) approved funding for the Year of 2019 Rehabilitation Project for 4th Street and Seal Coat Project for Multiple Locations**

Mayor Bonfield stated the City of Asotin received Transportation Improvement Board (TIB) funding for the Year of 2019 for the Rehabilitation/Overlay Project for 4th Street in the amount of \$168,919 and Seal Coat Project for Multiple Locations in the amount of \$26,256.

**VIII. CONSULTANT/CONTRACTOR REPORTS:**

**Keller Associates, Inc.**

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

Mayor Bonfield reported the WWTP is having Electrical alarm system issues. Trying to resolve those as soon as possible.

**b. Cleveland Street Sidewalk Project**

Mayor Bonfield stated the Cleveland Street Sidewalk project is in the process of completing paperwork, but concrete will most likely be poured in spring. Morgan Industries was awarded the project.

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

**DEPARTMENTS:**

- a. **POLICE DEPARTMENT:** None
- b. **CITY ATTORNEY:** None
- c. **FIRE DEPARTMENT:** None
- d. **PLANNING COMMISSION:** None
  - Next Regular Meeting Thursday, January 4, 2018 7:00pm City Hall
- e. **CIVIL SERVICE COMMISSION:**
  - Next Regular Meeting Wednesday, December 13, 2017 1:15pm City Hall  
Mayor Bonfield reported Civil Service will only meet if there is business on the agenda.  
Starting January they will meet quarterly.
- f. **ASOTIN MUNICIPAL COURT**
  - Next Court Date Thursday, December 21, 2017 1:30pm City Hall  
Pending Ordinance to establish court fees, Councilmember Bly to discuss.

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

**X. COUNCIL COMMUNICATIONS:**

**Mervin Schneider-** None

**Joe Appleton-** Councilmember Appleton asked if Asotin County was going to fix the round a bout signs? Councilmember Bly stated yes they are ordering new signage to help with direction.

**Jennifer Bly-** councilmember memorandum from the court administrator court almost a year and we still don't have the fees in place, they need to be incorporated. Letter Ordinance 2017- 825 it was sent to our attorney and the state establishes the fees for seatbelts, the city only receives state takes the fees our own laws can have fees attached, so we can pay these are standard fees that are asked for court needs to pay for it self. Administrative fees except for the bench warrants. Bly recommend first reading of this ordinance second Tucker 825 Bly seconded reporting on MPO and Stormwater meetings at the next meeting

**George Tucker-** None

**Lori Loseth-** signage from community member, beaches and parks, no smoking around the play ground city park small lungs at play, tennis court, basketball court

**XI. MAYOR’S REPORT:**

Mayor Bonfield wanted to thank the scouts for being here. Mayor Bonfield asked if she could speak to the Scout Master after the meeting. Scout Master, Mike Cooper stated yes.

Mayor Bonfield stated we will be having our second Budget Workshop after the meeting.

Mayor Bonfield will talk to Federal Lands Grant Funding **FLAP** on Wednesday to see if there is a possibility for funding to seal coat the parking lot at Chief Looking Glass and to update the handicap bathrooms since this property is located on federal land.

Mayor Bonfield stated she wants to commend Public Works Superintendent, Bob Portlock and Waste Water Treatment Plant Operator, Bill Frye for getting the grant funding from the Transportation Improvement Board (TIB) and for completing the paperwork and taking the time to physically walk the TIB agents through the streets to see how much work they really do need. The city is very lucky to have Public Works Superintendent, Bob Portlock expertise in that area.

Mayor Bonfield stated the Lighted Christmas Parade is Saturday, December 9<sup>th</sup> at 5pm. The Breakfast with Santa is Saturday, December 2<sup>nd</sup> 6:30am – 10:00am at the LIONS Club in partnership with the City of Asotin Fire Department.

**XII. RESOLUTIONS & ORDINANCES:**

**1. Resolution #2017-605** A Resolution Increasing the Regular Levy From Previous Year Before the

Asotin City Council Councilmember Appleton made a motion to approve Resolution #2017-605 A Resolution Increasing the Regular Levy From Previous Year Before the Asotin City Council. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

**2. Resolution #2017-606** A Resolution Increasing the Regular EMS Levy From Previous Year Before the Asotin City Council Councilmember Tucker made a motion to approve Resolution #2017-606 A Resolution Increasing the Regular EMS Levy From Previous Year Before the Asotin City Council. Seconded by Councilmember Bly. 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 6:07pm.

\_\_\_\_\_  
Mayor Bonfield

\_\_\_\_\_  
Clerk/Treasurer, Tiffany Rogers

## **Budget workshop**

Tiffany updated the revenues that decreased through the years and have had to cut the budget  
Monte SRO position not work at the school all the time, but majority of situations go on at the school.

How are these hours going to be covered with losing a reserve officer. You say pull Greg out of the school. The Reserve officer covers the weekends and on-call night the SRO is involved in a lot at the school and reports that ends up solving crime on the streets. What is going to take to provide the safety to the community. What if you did an on-call system. 20 minutes response time is a long time for an on-call system. Bly stated she understands all this Tucker states Monte has done a great job. But we have to pay the bills. How do we balance the budget? School is researching income options, the school already has 9 people they cannot fund. SRO is full time in the summer. SRO goes to all the ball games. If the school runs a levy it will only cover extra physical activities. Lori Loeth you cannot look at measuring it by worth of money. What is the greater good are we locked into the benefit package less benefits

Benefit dependent care  
Holiday

Lori Loeth appreciate you and your workers are appreciated.

Mayor is not taking her salary to help balance the budget.

Bly we are down to bare bones.

6:50pm