

ASOTIN CITY COUNCIL MINUTES
October 23, 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, Peggy Hansford, Kaela Southwick, Candy Becker

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, Elaine Greene stated the light is back on at the reservoir and is no longer blinking. She also stated the reader board is more readable since the messages were placed on five seconds which is presented for a longer time period.

V. CONSENT CALENDAR:

1. **Minutes of October 9, 2017 Regular Meeting**
2. Expense Checks- #40329-#40351 \$46,940.18
3. Payroll Checks- #40308-#40325 \$13,570.95
4. EFT - \$5,294.40
5. Voids- None

Councilmember Appleton made a motion to approve the consent calendar. Seconded by Councilmember Bly. Councilmember Schneider asked about the \$8,000.00 check for cleaning/flushing the sewer lines. He wanted to know if Stormwater helps pay for that process. Mayor Bonfield stated no it is paid out of the sewer funds since it is flushing the sewer systems and sewer lines. All Ayes. Motion carried.

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

1. **Peggy Hansford to ask permission to use city streets for the parade, city property for the carnival and city property parking lot located next to the fairgrounds for the 2018 Asotin County Fair & Rodeo**

Asotin County Fair Board President, Peggy Hansford would like to ask permission to use the city streets for the parade route, the city parking lot located by fairgrounds, and the marina area for the carnival. Mayor Bonfield and the council gave approval for the usage of the city properties. However, Mayor Bonfield stated that someone is possibly interested in

purchasing the city parking lot located by the fairgrounds, but not sure if it will be purchased by fair time. New owner may be willing to allow the fair to use it for parking. Asotin County Fair Board President, Peggy Hansford asked about the empty lot by Meador and Cleveland Street. Mayor Bonfield stated the city does not own that property any longer. Mayor Bonfield stated it may be a possibility to contact the private owner. Clerk/Treasurer, Tiffany Rogers asked Asotin County Fair Board President, Peggy Hansford if the same carnival company was going to be contracted as last year. Asotin County Fair Board President, Peggy Hansford stated Arlene Mullins is in charge of the contracts. Clerk/Treasurer, Tiffany Rogers stated she will need to know by January due to the city will need to have a contract with the carnival company too.

VIII. CONSULTANT/CONTRACTOR REPORTS: None

Keller Associates, Inc.

- a. **USDA (Rural Development) Waste Water Treatment Plant Upgrade**
- b. **Cleveland Street Sidewalk Project**

IX. CLERK’S REPORT:

1. 2017 September Asotin Municipal Court

The City of Asotin Municipal Court received \$3,337.00 for fines and fees for September. \$2,023.66 was distributed to the State of Washington. \$22.77 was distributed to Asotin County for Crime Victims. The city received \$1,290.57.

DEPARTMENTS:

a. **POLICE DEPARTMENT:** None

b. **CITY ATTORNEY:**

Mayor Bonfield asked City Attorney, Jane Richards if a past law suit was still active. City Attorney, Jane Richards stated she will research the law suit.

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, November 8, 2017 1:15pm City Hall

f. **ASOTIN MUNICIPAL COURT**

- Next Court Date Thursday, October 26, 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)**–Jenifer 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

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| 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 PTBA purchased a new bus for the green line for the Asotin route. The new bus is equipped with cameras, upgraded, comfortable seats and new windows.

Joe Appleton- Councilmember Appleton stated he noticed patchwork is happening on Cleveland and Second Street. Jo Anne Miller had discussed with Councilmember Appleton about the Museum Flag pole being removed from the ground and replaced with a permanent flag pole on the building so the flag can be removed and stored inside at night.

Jennifer Bly- Councilmember Bly stated the MPO Meeting will be this Wednesday. Councilmember Bly wanted an update about the WWTP retainage from the contractor. Mayor Bonfield stated they contractor did replace the boards on the building where it had burned and the computer issues are being fixed. Stillman Norton of Keller Associates, Inc. will be attending a council meeting soon for an update. Councilmember Bly stated as being a part of the Finance Committee she is concerned about the General Fund and what will happen if the Tax Levy Lid Lift does not pass. Councilmember Bly stated if it does not pass all city employees, council and mayor will need to find out what we are going to do to keep functioning.

George Tucker- Councilmember Tucker stated he has talked with people about the Levy Lid Lift some people are 50/50 and others are 20/80 depending on where they live. People stated that the city has increased rates for water and sewer. Mayor Bonfield stated she wished they would come to the meetings and express their wishes. Councilmember Bly stated two people showed up for the “Informational Meeting” on Saturday.

Lori Loseth- Councilmember Loseth attended the Asotin County EMS Board Meeting. They are trying to make this a powerful group to coordinate efforts valley wide. They took a tour of the remodeled Tri-State Emergency Room. The local agencies are working together to create Public Service Announcements to educate patients as when you should call 911 or go to the emergency room verses minor care. Councilmember Loseth asked Clerk/Treasurer, Tiffany Rogers to see if the Solid Waste Advisory group was meeting. Clerk/Treasurer, Tiffany Rogers stated she would contact Steve Becker for information.

MAYOR’S REPORT:

Mayor Bonfield stated the American Legion is going to install a new flag pole and a seating area at the cemetery. Public Works Superintendent Bob Portlock and Public Works Maintenance Technician, Kirk Frye delivered gravel and distributed it to be prepared for the concrete work.

XI. RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: RCW 42.30.140(4) 6:00pm-6:14pm

Councilmember Bly asked for an Executive Session for 15 minutes regarding Personnel.

Decision was made not to provide any information at this time to the union. November 13th will be a Budget Meeting Workshop following the council meeting.

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 6:15pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers

DRAFT