

ASOTIN CITY COUNCIL MINUTES
September 25, 2017
Asotin City Hall, 121 Cleveland Street, Asotin WA

I. CALL TO ORDER: Mayor Pro-Tem, Bly 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, Fire/EMS Amy Paris and Dwayne Paris, Fire Chief, Noel Hardin

PRESS: None

AUDIENCE: Elaine Greene, Candy Becker, Jo Anne Miller, Hunter Meveu, Isiah Ewing, CJ Hein, City of Lewiston Fire Chief, Travis Myklebust

Councilmember Tucker asked if he could speak before the meeting proceeded. He wanted to thank the City of Asotin Fire Department and the Ambulance for the service he received during his sickness. He received fast service and thanked Dwayne Paris for being on site during his medical issue. Clerk/Treasurer, Tiffany Rogers also wanted to thank Dwayne Paris of the City of Asotin Fire Department for responding to a medical issue at her home. It was nice to have a familiar face around when you are in time of need.

III. PUBLIC HEARING: None

IV. ORAL COMMUNICATIONS- PUBLIC COMMENT: None

Mayor Pro-Tem, Bly 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.

V. CONSENT CALENDAR:

1. Minutes of September 11, 2017 Regular Meeting
2. Expense Checks- #40206 \$12.00 #40225-#40254 \$113,999.31
3. Payroll Checks- #40207-#40224 \$13,714.72
4. EFT - \$5,369.10
5. Voids- #40136 \$220.00
6. Approval of Unexcused and/or Excused Councilmember's absents

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

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

1. **Intergovernmental Cooperation Agreement between City of Lewiston, Asotin County Fire Protection District No 1 and City of Asotin for Lewiston Fire Department EMS Services.**

Fire Chief, Noel Hardin introduced City of Lewiston Fire Chief, Travis Myklebust. The current contract ends December this year, however, the contract is being signed now due to Idaho's fiscal year is January–September. The Lewiston Fire Department has been providing EMS Services to Asotin County Fire Protection District and the City of Asotin for the past 8 years through an EMS intergovernmental cooperative agreement. Having this ambulance stationed in Asotin County has improved EMS response times. The partnership with ACFD and Lewiston has provided a win-win situation and a great relationship for the future. This agreement improves the life safety of citizens in both the City of Asotin and Asotin County. This new agreement increases the yearly contract amount by \$10,000.00 each year from the previous contract. The total will be \$30,000.00 each year for the next three years. The contract amount and the ambulance user fees provide adequate funding to support having an ambulance staffed in Asotin County. The department is the only trauma verified ALS transport service for Asotin County with the State of Washington and all Lewiston Fire Department personnel are certified to provide EMS in the State of Washington. This agreement will expire September 2020. It is a \$10,000 a year increase from what it has been for 8 years. Asotin has contributed \$25,000 each year for 8 years. It will now be \$30,000 a year, each year for three years. The \$10,000 is the total amount that the contract is going up. The previous amount was \$390,000. So the Fire District is paying \$5,000 more a year and Asotin is paying \$5,000 more a year for a total of \$10,000. Again the total amount of the contract is \$400,000 each year, which is a total of \$10,000 more than it has been each year in the past 8 years. 2018 = \$400,000 2019= \$400,000 2020=\$400,000. Councilmember Appleton made a motion to approve the Intergovernmental Cooperation Agreement between City of Lewiston, Asotin County Fire Protection District No 1 and City of Asotin for Lewiston Fire Department EMS Services. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

2. **Information Meeting for Tax Levy Lid Lift Saturday, October 7th 2:00pm City Hall**
Mayor Pro-Tem, Bly stated not one person showed up at the last meeting.

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. January – August 2017 Asotin Municipal Court

The City of Asotin Municipal Court received \$33,661.80 for fines and fees from January – August of 2017. \$19,910.23 was distributed to the State of Washington. \$239.38 was distributed to Asotin County for Crime Victims. The city received \$13,512.19. However, the city had \$21,990.98 of startup costs and Asotin Municipal Court Costs and still has an outstanding bill owing to the Judge in the amount of \$7,700.00 plus judicial class expenses. Therefore, leaving a negative balance of \$17,178.79 for Asotin Municipal Court.

2. City of Asotin Goose Hunt 2017-2018

October 14th – 16th October 21, 2017 – January 28, 2018

The City of Asotin Permit is only an exemption to the city ordinance for discharging of firearms in the city limits. There will be no hunting on the football field or in Chief Looking Glass Park during school hours, 7:30am-3pm, or when children are present. This restricted area is from the west end of the football field to Washington Street. At the east end of

Asotin, there is no hunting on the U.S. Army CORPS of Engineers property known as the Asotin Boat Launch”, “Bird Sanctuary”, or “Sloughs”. This area Starts at the line of rocks to the west side of the entrance drive into the Boat Launch, and continues along the river to the city limits. All State and Federal hunting laws are still applicable for the Hunting of Geese inside the city limits of Asotin. All shooting will be done in a safe manner with clear vision and safe “back stop.” State law requires non-toxic shot to be used and a daily limit of 4 birds. The hunting hours in the State of Washington for Fowl are from 30 min before sunrise to 30 min after sunset. Permission is still required before trespassing onto private property, even if a bird was to drop on private property permission is required to retrieve it. Hunters must call dispatch at 509-758-2331 to inform them, they will be shooting geese in the City of Asotin. Hunters must also be in possession of a valid Hunting License and have a permission form, from the City of Asotin with them.

3. Past Due Utility Accounts for September

Clerk/Treasurer, Tiffany Rogers reported there were 42 past due utility accounts for September.

4. Open Burning starts October 15th-December 15th 10am – 5pm call 509-243-2002 to verify burning conditions.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman stated this is the slow time of the year as traffic is slowing down. Police On Call hours will be changing as well. The Kids-N-Cops program will take place again this year as a \$2,500.00 grant was received from WalMart. Gift Cards are distributed between the chosen students and a police officer will help student’s holiday shop.

b. CITY ATTORNEY:

City Attorney, Jane Richards stated the court startup costs are in an adjustment period. City Attorney, Jane Richards wanted to remind the council why the City of Asotin had to start their own court. It was because the city didn’t have a choice. Even in the midst of getting an injunction, Asotin County was not going to take our tickets any longer nor provide any court services and Asotin County would not negotiate. City Attorney, Jane Richards stated we all knew this wasn’t going to be a money making experience. The communications costs won’t be the same next year. City Attorney, Jane Richards stated Asotin Municipal Judge, Todd Richardson is doing a great job and she is proud of the court. Asotin Municipal Judge, Todd Richardson is stern and merciful when need be and responds to warrants quickly. It was a bold move on behalf of the Asotin City Council to start their own court. Councilmember Tucker stated how can we afford it? City Attorney, Jane Richards stated you have to afford it. Councilmember Appleton stated maybe we can take on City of Clarkston. City Attorney, Jane Richard stated by the time we will be at a place to take City of Clarkston there will still be additional costs. Police Chief, Monte Renzelman stated from the police stand point, the police department is going to issue citations off of law violations, not based off of the courts need to be financially stable. Police Chief, Monte Renzelman stated this year’s traffic volume was amazing during the summer months. Situations will drop off due to traffic volume.

FIRE DEPARTMENT:

Lieutenant, Dwayne Paris stated it has been a couple of busy months with medical calls being 90% of the calls and numerous wrecks. City of Asotin Fire Department was called to help with two Pomeroy area fires. While Pomeroy had their own fires to battle City of Asotin Fire Department was called to be

their protection back up unit to the City of Pomeroy. It is an honor to be asked by another city to be the protection unit. Medical calls will start to increase as the weather gets colder due to slick stairs, there will be slips, trips and falls. Also there will be increased calls due to sicknesses. The City of Asotin Fire Department has established a great trust with some patients that they are often called to their residences and trust the members to give them good advice, when the patient doesn't feel well, either by talking to them, taking vitals or convincing them to go to the hospital. Lieutenant, Dwayne Paris stated they responded to a structure fire in town and within four minutes of the person calling 911 the City of Asotin Fire Department was on scene and within five minutes they were taking care of fire. Asotin County Fire Department assisted. The City of Asotin was first in the building and last to leave the building. The Junior Fire Fighter program has 18 of the original 20 applicants with two more joining in October. Lieutenant, Dwayne Paris stated these students are dedicated and so enthusiastic. On the EMS side they have been learning about, CRP, AED, stroke, head trauma, vitals, and diabetes. On the fire side they have been learning donning doffing of their gear, and have been amazed that they could fit through the rungs of a ladder with it on. One female stated she could not pull herself out and she finally did which helped build her confidence. These students are 2 minutes to 2.45 seconds to getting their gear on. Lieutenant, Dwayne Paris stated he is hoping to have a few attend a council meeting to tell about the program. Three students did rehab at the structure fire which they provided changing out air tanks, taking vitals and providing fluids to the fire fighters. Life Flight is going to provide training as well. It's a lot of work but they are very motivated. Lieutenant, Dwayne Paris stated they will not be hosting breakfast with Santa this year as the number of participation has dropped in volunteers and attendance from 500 to 80. Thinking about doing a dinner and/or other fundraisers that will be geared towards the Junior Fire Fighting Program. At the end of each year we want to celebrate the program. Maybe have fire fighter competitions. The Junior Fire Fighters received a teal sticker that is a replica of the Asotin Fire patch to place on their vehicle. The patch was designed by Caitlyn Paris. They also have teal (bright blue) colored shirts that say Junior on the sleeve. If you see one of these Junior Fire Fighters give them a pat on the back. The Junior Fire Fighters will be helping on calls possibly starting in December. Lieutenant, Dwayne Paris stated these students are so excited about this program and that's what makes it worth doing the program. Mayor Pro-Tem, Bly said thank you so much for doing this program and we appreciate your hard work.

c. PLANNING COMMISSION: None

- Next Regular Meeting Thursday, October 5, 2017 7:00pm City Hall

d. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Wednesday, October 11, 2017 1:15pm City Hall

e. ASOTIN MUNICIPAL COURT

- Next Court Date Thursday, September 28, 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 4th Wednesday @ 1:30pm Lewiston Public Works Bldg
- m. **MPO Policy Board** – Vikki Bonfield 2nd Thursday @ 4pm Lewiston Public Works Bldg
- n. **Stormwater** - Jennifer Bly Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Absent

Joe Appleton- Councilmember Appleton is still learning the new round-a-bouts.

Jennifer Bly- Councilmember Bly stated she will talk to the MPO about additional signage and colored lines within the new round-a-bouts.

George Tucker- Councilmember Tucker met with Building Inspector, Bill Frye and two property owners to resolve a property issue.

Lori Loseth- None

MAYOR’S REPORT: None

XI. RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: RCW 42.30.140(4) 6:15pm-6:22pm

Mayor Pro-Tem, Bly asked for an Executive Session for 10 minutes regarding Personnel.

No decisions were made.

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Appleton . Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:23pm.

Mayor Pro-Tem, Bly

Clerk/Treasurer, Tiffany Rogers