

ASOTIN CITY COUNCIL MINUTES
April 9, 2018
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

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers, City Attorney, Jane Richards

PRESS: Lewiston Morning Tribune, Kerri Sandaine

AUDIENCE: Charlotte Tuttle, Elaine Greene, Jennifer and Leigh Zipse, Evan Southwick, Erick Southwick, Rod and Debbie Hostetler, Janet Truitt, Nate Savolainen and Makenzie Packwood. There were more public present than signed the attendance form.

- 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, Charlotte Tuttle, asked the council to consider the offer from the county for a boundary line adjustment. The County owns property on both sides of the surplus property. Mayor Bonfield asked have you looked at the property that the county wants to trade. Mayor Bonfield stated the piece to the left which is a gully that is what the county wants to give the city. When you look at it on the map it looks like a flat piece of property. It is not by the property by the fair grounds road.

Resident, Janet Truitt, 208 Cleveland wanted to thank the guys that are working on the sidewalk as they have done a good job. Janet Truitt had questions and concerns about the beer garden that is scheduled at Matt's Grill and Lodge over the fair weekend. Janet Truitt wanted to know if there was going to be a band. Mayor Bonfield stated she does not know the schedule for the beer garden activities. Mayor Bonfield suggested to Janet Truitt that she discuss these issues with the LIONS Club by attending a LIONS Club meeting before fair weekend. And/or also talking with Wes Vaughn before fair who is listed on the Special Occasion Licenses.

Resident, Evan Southwick 120 3rd Street, stated he would like the city to work with the county on the surplus lot. Asotin County Commissioner, Chris Seubert has been here three times asking the city. A boundary line adjustment would benefit both parties. Please work with the county for a win win solution.

V. CONSENT CALENDAR:

a. Minutes of March 26, 2018 Regular Meeting

b. Expense Checks- #40800 \$79.50 #40814-#40849 \$79,973.45 to include EFT's

c. Payroll Checks- #40801-#40811 \$38,721.33 #40813 \$2074.89 to include EFT's

d. Voids- #40812 \$2,074.89

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

Councilmember Appleton made a motion to approve the consent calendar as amended with the correction of the surplus dump truck and lights. 10% of the bid goes to the auction company and that is paid by the buyer. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

- 1. Asotin County Fair Livestock Sale Committee Special Occasion Licenses located on the Asotin County Fair Grounds Asotin WA to sell beer, wine, spirits on April 28, 2018 3:30pm-5:00pm**

Councilmember Schneider made a motion to approve the Asotin County Fair Livestock Sale Committee Special Occasion Licenses located on the Asotin County Fair Grounds Asotin WA to sell beer, wine, spirits on April 28, 2018 3:30pm-5:00pm. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

- 2. LIONS Club Special Occasion Licenses located at Matt's Grill 090 2nd Street Asotin WA Licenses to sell beer, wine, spirits on April 26, 2018 5pm-pm and April 27, 2018 9am-1am April 28, 2018 9am-1am**

Councilmember Bly made a motion to approve the LIONS Club Special Occasion Licenses located at Matt's Grill 090 2nd Street Asotin WA Licenses to sell beer, wine, spirits on April 26, 2018 5pm-pm and April 27, 2018 9am-1am April 28, 2018 9am-1am. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

- 3. Asotin County Rodeo Grounds Special Occasion Licenses located at Hwy 129 Fairgrounds Rd, Asotin WA to sell beer, wine, spirits on April 26, 2018 6pm-10pm, April 27, 2018 6pm-10pm, April 28, 2018 6pm-10pm and April 29, 2018 12pm-4pm**
Councilmember Bly made a motion to approve the Asotin County Rodeo Grounds Special Occasion Licenses located at Hwy 129 Fairgrounds Rd, Asotin WA to sell beer, wine, spirits on April 26, 2018 6pm-10pm, April 27, 2018 6pm-10pm, April 28, 2018 6pm-10pm and April 29, 2018 12pm-4pm. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

- 4. Letter of Interest for Council Position**

Councilmember Schneider and Councilmember Loseth stated there are two letters of interest. They have reviewed them. They would like to have the announcement placed on the reader board and the utility statement for additional advertisement. Mayor Bonfield stated the council has ninety days to decide. This will give the public an opportunity to submit a letter of interest.

VIII. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

- a. USDA (Rural Development) Waste Water Treatment Plant Upgrade**
- b. Cleveland Street Sidewalk Project**
Project still going forward and should be completed by fair
- c. 2nd Street Stormwater Project**
Project still going forward. Street will be usable by fair.

IX. CLERK'S REPORT:

1. March 2018 Asotin Municipal Court

The City of Asotin Municipal Court received \$1,194.00 for fines and fees for March. \$791.43 was distributed to the State of Washington. \$6.81 was distributed to Asotin County for Crime Victims. The city received \$395.76.

2. Past Due Utility Accounts for March

Clerk/Treasurer, Tiffany Rogers reported there were 40 past due utility accounts for March.

3. Open Burning April 1st – May 31st 10am-5pm

Clerk/Treasurer, Tiffany Rogers reported open burning is only allowed from 10am to 5pm daily. All fires must be completely extinguished including all embers by 5pm. Each burn shall not be larger than four feet by four feet by three feet in height (4'x4'x3') and shall be a distance of at least 50 feet from any building, structure, or combustible material. Any burn can be ordered extinguished if considered a nuisance to any surrounding properties. Items that are prohibited to burn, include but are not limited to: Garbage, Oil or Grease, Lawn clippings, Leaves, Commercial or Industrial waste, Products containing rubber, Dead Animals, Demolition debris, Asphalt shingles, Railroad ties, Telephone poles, Building materials, Green vegetation, Pallets, or any other material which emit dense smoke or obnoxious odors. Burn Barrels are prohibited by State Law. Free Wood Waste Disposal Program Asotin County Landfill 509-758-9230 www.asotincountyregionallandfill.com
Clerk/Treasurer, Tiffany Rogers stated there is an alternative to burning debris. The Asotin County Landfill offers a Waste Disposal Program for free. They will accept tree limbs and branches 12 inches in diameter or less, length 12 feet or less, Shrubs, Bushes, Clean wood pallets. They do not accept paint, cardboard, plastic, treated lumber, construction/demolition debris nor lumber, grass clippings, leaves nor municipal solid waste.

DEPARTMENTS:

a. POLICE DEPARTMENT: Absent

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT: None

d. PLANNING COMMISSION: None

- Next Regular Meeting Thursday, July 12, 2018 7:00pm City Hall

e. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Wednesday, April 11, 2018 1:15pm City Hall

f. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, April 26, 2018 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
- d. **Public Works (Water, Sewer, Utility Franchises)**–Jennifer Bly

- e. **Transportation (Streets, Dept of Transportation Liaison) - Mervin Schneider**
- 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 Health District - Vikki Bonfield** 4th Monday @ 1pm Asotin County Annex
- j. **PTBA - Mervin Schneider** 2nd Wednesday @ Clarkston PTBA Bldg 15th Street
- k. **MPO Technical Advisory Committee - Bob Portlock** 4th Wednesday @ 1:30pm Lewiston Public Works Bldg
- l. **MPO Policy Board–Vikki Bonfield** 2ndThursday @ 4pm Lewiston Public Works Bldg
- m. **Stormwater - Jennifer Bly** Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Councilmember Schneider stated he and Councilmember Appleton met with Mayor Bonfield about the cemetery. Some graves are not recognizable. Mayor Bonfield did discover the State of Washington does not require a vault and due to the location of the boot hill Asotin Cemetery the city will not require a vault. Councilmember Loseth will work with the college students to see if they can GPS and come up with an identifiable plan for the future occupants.

Joe Appleton- None

Jennifer Bly- Councilmember Bly attended the quarterly Stormwater meeting. Due to the 2017 year end close out the city revenues did not match the budget amount. Therefore, Stormwater took \$2,343.00 out of the capital reserve fund to balance 2017. Stormwater would like to give the city a slide presentation of the projects they did last year. They would also like to discuss the reason for the ERU increase to \$5.00. They have done a lot of work in the County, Clarkston and Asotin with the Stormwater monies that we have paid in to. The Asotin City Council will have to vote if we want to increase the ERU to \$5.00. When Stormwater was created the original ERU was \$5.00 but then it was lowered to \$4.00 since Stormwater received grant funding. However, there are no more grants. The Stormwater presentation will be scheduled for the May 14th council meeting.

Lori Loseth- Councilmember Loseth stated she will be attending the EMS meeting tomorrow morning and will provide a report at the next council meeting.

MAYOR’S REPORT:

Temporary Employee

The City has hired a temporary employee who will be working with Public Works Superintendent, Bob Portlock for the next five months. He will be helping with the busy spring and summer season.

Cemetery

Cemetery Clean Up

Saturday, May 19th @ 9am

Volunteers needed

Cemetery Memorial Day Ceremony

Memorial Day Ceremony

May 28th 11:00am

Asotin City Cemetery

Special Guests

- American Legion Post #246
- Asotin Police Chief, Monte Renzelman
- Clarkston High School JROTC
- Clearwater Pipe and Drums

New Donated Flag Pole & Seating Area

Refreshments and Water

Cemetery Dedication

Saturday, May 5th dedication for the new flag pole and sitting area.

XI. RESOLUTIONS & ORDINANCES:

- 1. Resolution #2018-615** A Resolution of the City Council of the City of Asotin, Washington, of City of Asotin Providing for the Submission to the Qualified Electors of the City of Asotin at the Primary Election to be Held on August 7, 2018, in Conjunction with the State Primary Election to held on the Same Date, of the Proposition Authorizing a Permanent Levy of a Property Tax Not To Exceed \$.50 per \$1,000 of True and Assessed Valuation in Addition to its Regular Property Tax Levy, to be Levied Each Year Beginning in 2019 and to be Collected in each Succeeding Year to Provide Funds Required to Provide Emergency Medical Services and Ambulance Service. Councilmember Schneider made a motion to approve Resolution #2018-615 A Resolution of the City Council of the City of Asotin, Washington, of City of Asotin Providing for the Submission to the Qualified Electors of the City of Asotin at the Primary Election to be Held on August 7, 2018, in Conjunction with the State Primary Election to held on the Same Date, of the Proposition Authorizing a Permanent Levy of a Property Tax Not To Exceed \$.50 per \$1,000 of True and Assessed Valuation in Addition to its Regular Property Tax Levy, to be Levied Each Year Beginning in 2019 and to be Collected in each Succeeding Year to Provide Funds Required to Provide Emergency Medical Services and Ambulance Service. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

- 2. Resolution #2018-616** A Resolution Before the Asotin City Council Being a Resolution Declaring Certain Property Surplus. 1994 Chevy S10 Pickup. Councilmember Bly made a motion to approve Resolution #2018-616 A Resolution Before the Asotin City Council Being a Resolution Declaring Certain Property Surplus. 1994 Chevy S10 Pickup. Seconded by Councilmember Loseth. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110 (c) 15 minutes 6:10pm- 6:25pm

Mayor Bonfield asked for an Executive Session for 15 minutes regarding the sale of property.

6:26pm

Mayor Bonfield stated there are three offers. Asotin County wants a trade, Chris Segroves offered \$30,000.00 and Rod and Debbie Hostetler offered \$20,000.00 due to appraisal value plus \$5,000.00 in addition for a total offer of \$25,000.00. Rod and Debbie Hostetler stated that information is incorrect. They stated their offer is now at \$35,000.00. They were not aware the asking price was \$30,000.00.

EXECUTIVE SESSION: RCW 42.30.110 (c) 5 minutes 6:30pm- 6:34pm

Mayor Bonfield asked for an additional Executive Session for 5 minutes regarding the sale of property.

6:35pm

Councilmember Bly made a motion to accept Mr. Segroves offer of the property based on his representation for the best use of the property which is for the good of the city. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:36pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers