

ASOTIN CITY COUNCIL MINUTES
August 13, 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, Dwayne Paris, Mervin Schneider

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman, City Attorney, Jane Richards, Public Works Superintendent, Bob Portlock

PRESS: Kerri Sandaine, Lewiston Morning Tribune

AUDIENCE: Elaine Greene, Jo Anne Miller, Charlotte Tuttle, Oscar Bly, Linda and Tim Peterson, Gary and Cathy Bourassa, Steven Nash, Mrs. Nash, Michael LaMastus, Mrs. LaMastus, Mary Steinbis, Gordon Steinbis and Craig Stein.

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.

Michael LaMastus 315 Garfield, stated to the council you gave me grace and he appreciates it. He stated he did pay \$50.00 since the last meeting. He still has items to sell. He is trying to get help from the bank. Councilmember Schneider stated his understanding was if he kept paying \$50.00 a month we would not shut off his water. Councilmember Bly stated he is still going to be in the hole. Councilmember Schneider stated he could pay more when he can. Michael LaMastus stated he tried to sell motorcycle for \$4,000 but the check went bad and he had to retrieve his motorcycle. Councilmember Schneider stated \$50.00 a month for the next 3 months and revisit it in 3 months. Councilmember Appleton also agrees with \$50.00 a month for the next three months. Councilmember Paris stated \$50.00 a month is just digging yourself a bigger hole. Maybe \$75.00 every two weeks otherwise you're not breaking even. Councilmember Bly stated this is tough. Councilmember Loseth stated to Michael LaMastus that she does not want to put him in a position to have to come to a council meeting making it uncomfortable. She appreciates that it is an awkward position, if you have something up for sale, we give you a period of time, make more of an effort than \$50.00 hoping something sells. Councilmember Bly stated she would like to see \$100.00 a month for the next three months. Within that time frame get something sold, after the three months we will have to do something. Councilmember Schneider agreed to the \$100.00 a month for the next three months. Councilmember Bly stated the city will accept \$100.00 a month for the next three months, if the \$100.00 is not paid for in the month, then the water gets shut off. Michael LaMastus stated he appreciates everything the council has done for him and thanked the council.

Resident, Charlotte Tuttle thanked the council and the city for her nice award of the Honorary Citizen. She stated it was a great weekend and the weather was perfect. She enjoyed being the

Honorary Citizen. Charlotte Tuttle stated Asotin Days is losing the flavor of its history. The article that was in the paper was very small and it didn't explain what happens at the park. It was originally for class reunions. The LIONS work very hard and the gazebos were built by them. Charlotte Tuttle suggested not having a food person there on Saturday at the vendor fair until after 10am when the LIONS breakfast is finished, Mayor Bonfield stated duly noted. Mayor congratulated Charlotte on being the Honorary Citizen.

V. CONSENT CALENDAR:

- a. Minutes of July 23, 2018 Regular Meeting
- b. Expense Checks- #41190-#41226 \$32,391.80 To Include EFT's
- c. Payroll Checks- #41175-41189 \$29,764.70 To Include EFT's
- d. Voids- #41179
- e. Approval of Unexcused and/or Excused Councilmember's absents

Councilmember Bly made a motion to approve the consent calendar. Seconded by Councilmember Loseth. There was no discussion. All Ayes. Motion carried.

VI. UNFINISHED BUSINESS:

1. Riverpointe Park Letters

Mayor Bonfield stated the city received a few letters from the Riverpoint Park residents about the Riverpoint Park. Resident, Steven Nash, 57 Riverpointe Drive, stated it is a return on our investment. He stated he went to the Asotin County Treasurer's office and received a copy of all the Riverpointe areas property taxes that are paid to the city. It was \$15,000.00 therefore, there should be enough money for the city to cover the Riverpointe Park expenses. He stated he would be opened to have trails, trees, drip system and not getting rid of it. Mayor Bonfield stated she talked about putting trees in about 5 years ago. We need to come to an agreement that it's not an extension of someone's back yard. Councilmember Appleton stated we have a lack of funds to hire a professional to do these things. Resident, Lois Alm, stated she is a landscape developer, when you put trees and gazebos on the property then it has to have maintenance, and stated she does not want to see the views taken away. Councilmember Loseth asked Lois Alm if she would be open to lending her expertise to help. Pathways vs maintenance costs, what is the vision for the community that lives there. Suggestions were to bring down the cost by using certain plants. Lois Alm stated it is a city park where the whole city can use it. Mayor Bonfield stated there are no restrooms there. Do the residents want to see a port-a-potty there? Councilmember Bly stated the \$15,000 that is paid in property taxes that Steven Nash was talking about is not just for Riverpoint Park, it covers the entire city for taxes. Steven Nash asked the city to complete a line item statement of how much that park is costing the city. Then a decision can be made to put in the least expensive items or leave it alone. Mayor Bonfield stated it costs the city \$3,500.00 to water it. It was an old dump therefore, it takes more water because the water is not staying on top, it is sinking down into the ground. That is why there are three large rocks there because there were three large sink holes. Residents have good soil, this park does not have good soil. Mary Steinibis stated it's not used because there is nothing there to use. No volleyball net or horseshoe pits. Councilmember Bly stated we have to cut down, this city is in trouble. Mary Steinibis stated it is their only green space. Councilmember Loseth stated if you are adjacent to it, would you want people to have volleyball or horseshoe games going on there? Kathy Bourassa didn't even know it was a park since there is no sign that says it's a park. She didn't know they could use it. Cannot use in the sun anyways it's too hot. A few trees would be good for shade. Councilmember Paris stated he has no problem waiting for 30 days. People didn't know it was a park, it is all over the board with the neighbors. You

guys come up with a couple options to resolve this issue, you guys don't want wedding rentals or people from the beach using the property. Councilmember Paris stated is it a Green Space vs a City Park? Bring it to us what you want to do. Resident, Lois Alm asked if it is going to continue to sink. Steven Nash asked how contaminated is it. Mayor Bonfield stated they burned garbage there. There are sink hole areas, and the more water you pour into it, the more sink holes could occur. Councilmember Bly stated the law prohibits any building on a landfill site. Steven Nash stated if it is available for a lot of people to access, the people will have to go through the cul-de-sac to turn around to get back of the development. People will be parking in residence area and there are no bathrooms. Mary Stenibis stated what if the kids from the school gardening could help? Councilmember Bly stated you would have to talk to the school. Mayor Bonfield stated if someone who is adjacent wants to purchase it, the city could sell it. Property taxes would be at a reduced rate. Maybe as a group it can be purchased. Mayor Bonfield stated we are looking at areas where we can reduce city expenses. Steven Nash asked if we needed a resource officer in the school. Mayor Bonfield stated the SRO is not going to be in the school. Councilmember Bly stated we have looked for two years on ways to cut. Public Works Superintendent, Bob Portlock stated for every dollar you spend on property taxes the city gets .25. The rest goes to the schools, county and the state. Councilmember Bly stated all the projects you see on the streets are all from grants. We cannot afford them. We owe that to our Public Works Superintendent, Bob Portlock he has the knowledge and expertise in roads since he used to work for Poe Asphalt and Paving. Mayor Bonfield stated the MPO has given the city match money for the streets. That money has not come out the taxpayers' pockets. Mayor Bonfield stated the tax dollars are spread thin the city only receives \$176,000 to run the city. City Attorney, Jane Richards stated it would be a great time for a plug for a Town Hall Meeting. Councilmember Bly stated the first town hall meeting that was held about the Levy Lid Lift zero people showed up. Mayor Bonfield stated we do not put any money into the marina from the city budget, however, if we can get the marina up and running, it will bring economic development. That is the problem with Asotin we have no economic development. If we could get economic development here we would not have to raise taxes. Councilmember Loseth stated if you have questions please call us. Councilmember Paris stated please give us some suggestions, and we will have a line item budget ready. We will revisit this topic again in a month.

2. 4th Street Residents received letter regarding future road construction

Mayor Bonfield stated the 4th Street residents received a letter regarding the water line replacement that will start on Wednesday. There will be water interruptions. This will be a two-three week project. PUD is working on it in between their other projects. There shouldn't be any road closures with PUD. After PUD is finished with the installation of new water line services, the road will be pulverize with a grinder 20 feet wide and reusing the grind. Then they will roll it with three inches of rock, and will adjust the road to tip to the right then go back to a crown where they can, and pave it. This will not disturb the dirt underneath. One lane of traffic will be open, but there will be a lot of equipment on the road. Public Works Superintendent, Bob Portlock stated the sweeping of the streets will start tomorrow on the chip sealed streets.

VII. NEW BUSINESS:

1. 2018 Municipal Public Defender Contract

Mayor Bonfield stated the City of Asotin is now contracting with Sarah McFadden as the current 2018 Municipal Public Defender.

2. Asotin WWTP Operator Bill Frye is receiving the 2017 “Wastewater Treatment Plant Outstanding Performance” award

The Asotin Wastewater Treatment Plant is receiving the 2017 “Wastewater Treatment Plant Outstanding Performance” award. Of approximately 300 wastewater treatment plants statewide ours is one of 111 that achieved full compliance with its National Pollutant Discharge Elimination System (NPDES) permit in 2017. Wastewater treatment plants in Washington were evaluated for compliance with the effluent limits, monitoring and reporting requirements, spill prevention planning, pretreatment, and overall operational demands of the NPDES permit. Kim Prisock from Department of Ecology states it takes diligent operators and a strong management team, working effectively together, to achieve this high level of compliance. It is not easy to operate a wastewater treatment plant 24 hours a day, 365 days a year, without violations. Ecology appreciates the extraordinary level of effort our plant operators demonstrated throughout 2017. Talented and proficient operators are critical to successful plant operations and protecting the health of Washington’s waters. This is the fifth consecutive year the Asotin Wastewater Treatment Plant has received this award. Your excellent record is a credit to the dedicated operators who are responsible for running this award-winning plant.

VIII. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

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

Still waiting for paperwork

b. 2nd Street Stormwater Project

City Attorney, Jane Richards would like to discuss this topic in executive session

c. TIB Chip Seal Project

Public Works Superintendent, Bob Portlock stated this project is complete. Just need to finish up sweeping. We are waiting for the bill from Asotin County. During the project Asotin County had a hydraulic leak from the machine, but was able to put sand on areas. Asotin County will revisit the hydraulic spots next year to touch them up if need be.

d. TIB 4th Street Rehabilitation

Public Works Superintendent, Bob Portlock stated Morgan Industries was the lowest bidder for the 4th Street Rehabilitation project, however, the bid was approximately \$1,600 over the amount that was awarded by TIB. TIB was contacted and they agreed to cover the overage. However, if we run over on rock that contingency would be on the city. There were three bidders. Morgan Industries with the lowest bid, Poe Asphalt was the second closest bidder and Herco was over by \$18,000.00. Councilmember Bly made a motion to award the 4th Street Rehabilitation contract to the lowest bidder which is Morgan Industries. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried. Clerk/Treasurer, Tiffany Rogers stated she created a postcard with information about the PUD working on water service lines and mailed them to the 4th Street residents. It was posted on the reader board and in the post office. Also, Public Works Superintendent, Bob Portlock placed a door knocker on each residents about the project.

IX. CLERK’S REPORT:

1. Asotin Days

Clerk/Treasurer, Tiffany Rogers congratulated Charlotte Tuttle on being the “Honorary Citizen” for Asotin Days. Clerk/Treasurer, Tiffany Rogers reported there were 24 Vendors

and 26 yard sales. Councilmember Loseth stated she spoke to several vendors on Saturday at Chief Looking Glass Park and they were pleased with the outcome of the vendor fair. Councilmember Loseth wanted to thank Deputy Clerk, Tina Davidson for doing a great job organizing the vendors and yard sellers. The vendors stated Tina was nice to work and very organized as she reminded them of all other future events and gave them maps ahead of time to locate their vendor spaces. Councilmember Loseth stated she sold Asotin Days T-Shirts, Hats and Pins. She would be willing to be a part of the Asotin Days organization next year and attend Asotin Days meetings and may be have a kids contest to re-design the Asotin Days T-Shirts. She also stated it would be great to bring the kids games back. Clerk/Treasurer, Tiffany Rogers stated the reason there is a breakfast vendor at Chief Looking Glass is because vendors start to set up at 5:30am and cannot wait to eat until 10am when they have been up so early setting up. They do not have time nor can they leave their items unattended to walk over to the City Park to purchase a LIONS Club breakfast. However, maybe next year the LIONS Club could ask the vendors at Chief Looking Glass Park if they would like an order to go and bring food back to the vendors for another source of income.

2. July 2018 Asotin Municipal Court

The City of Asotin Municipal Court received \$4,189.00 for fines and fees for July. \$2,521.01 was distributed to the State of Washington. \$28.88 was distributed to Asotin County for Crime Victims. The city received \$1,639.11.

3. Past Due Utility Accounts for July

Clerk/Treasurer, Tiffany Rogers reported there were 43 past due utility accounts for July. Deputy Clerk, Tina Davidson is still working on the delinquent accounts by sending letters and making phone calls.

4. Warner Gulch Fire

Police Chief, Monte Renzelman state the Warner Gulch Fire is still under investigation at this time. The City received the last and final report on the fire August 1, 2018.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman stated he had 34 calls to service, 7 arrests, assisted with a missing persons case and worked with the Quad cities task force on a case that Reserve Officer Donna Manchester and Police Chief, Monte Renzelman had already been working on this case the past two months. One thing the city has to understand is when the Quad Cities Task Force gets involved it then becomes their complete investigation. In this case the Quad Cities Task Force found an apartment in the City of Asotin that had Heroin, paraphernalia and firearms were found in the residence (one was actually going for a firearm when the search warrant was executed). Police Chief, Mont Renzelman stated he was just glad to get it out of our community. City of Asotin police still assisted with the task force.

SRO

Police Chief, Monte Renzelman stated the City of Asotin received a letter from the School stating they do not have the finances to place the SRO into the school. Officer Adelsbach received his release to come back to work and has been moved into the normal patrol rotation. We still have a shortage as three people still have to cover 24 hours, but it has been welcome to get that help. This will bring a whole other complexity to the police department.

BACK TO SCHOOL

Police Chief, Monte Renzelman stated there are "Back to School" flyers on the City of Asotin Website and Facebook.

MISSING PERSON

Police Chief, Monte Renzelman stated he helped with the missing person's case. It doesn't look to be foul play. They are waiting for an autopsy. They do expect intoxicants. Just glad to get closure for the family. Case is still open. Asotin County Sheriff is the lead investigators. Police Chief, Monte Renzelman stated today at the Commissioners meeting Sheriff Hilderbrand asked to have a public sign placed at Buffalo Eddy about unsafe swimming.

BODY CAMERAS

Police Chief, Monte Renzelman stated he received two body cameras that were donated by Lewis County Idaho. Perfectly functional and very thankful. They can save you a lot of money through law suits, accusations and complains. The City of Asotin already has a policy in place. We just received them last Wednesday.

ZIP TRIP/CENEX

Police Chief, Monte Renzelman stated Zip Trip/Cenex will be open 24 hours starting on August 19th.

ASOTIN DAYS

Police Chief, Monte Renzelman stated Reserve Officer, Donna Manchester was so busy on Saturday of Asotin Days, she almost had to call him out too. Traffic calls, crash at City Park and a domestic.

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT:

City of Asotin Fire Lieutenant, Dwayne Paris stated there was one call to service for Asotin Days. However, there were five calls on Friday night, three on Saturday and Sunday due to wrecks and several medical calls.

City of Asotin Fire Lieutenant, Dwayne Paris asked Public Works Superintendent, Bob Portlock if he could go through the 500-700 Block of Kings Lane to trim trees. They were on a call in that area the other night and the limbs were on both sides of the fire truck and windshield.

The 2nd session of Junior Fire Fighter program starts Sunday, August 19th. The first thing they will be doing is getting flyers out to residence of addresses that hard to locate due to not being able to see the addresses.

The City of Asotin Fire Department has been invited on September 9th for a flag walk to LCSC. The Lewiston Police Department will be walking the flag to North Lewiston area. The City of Asotin Fire Department will be walking the flag up the Spiral Highway to the National Guard. Then the National Guard will take it to Latah County.

d. PLANNING COMMISSION:

- Next Regular Meeting Thursday, October 4, 2018 7:00pm City Hall

e. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, August 23, 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 & Dwayne Paris
- 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 2nd Thursday @ 4pm Lewiston Public Works Bldg
- m. **Stormwater** - Jennifer Bly Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Agenda Related Topics

Joe Appleton-None

Jennifer Bly-None

Lori Loseth-Councilmember Loseth stated she enjoyed working with the Chamber and Asotin Days. Councilmember Loseth received a lot of public input and some suggestions about no smoking signs on the beach, charge people from out of town to use the beaches to help cleanup. She stated she enjoyed visiting with people at Asotin Days. Councilmember Loseth asked Public Works Superintendent, Bob Portlock if he could take a look at the sidewalk that goes to asphalt that comes down to the grass there is a lip. Maybe he could fill in the gap. She has witnessed people tripping in that area and falling down. Last year Councilmember Bly fell in the same place.

Dwayne Paris-None

Mervin Schneider-None

MAYOR’S REPORT:

PTBA

Mayor Bonfield attended the PTBA Meeting. The ridership is way up the past few months. They will be looking at changing the route and adding it so it will go up to 4th Street too. Not until after 4th Street construction is finished. Councilmember Schneider will be keeping them informed as to how the street is doing. Maybe looking for a bike rack and bench for that area too.

U.S. ARMY CORP OF ENGINEERS

Mayor Bonfield met with U.S. Army Corp of Engineers last Friday. A lot of money was spent to have the property surveyed, our survey was given incorrect information and did more than the U.S. Army Corp of Engineers required.

SENATOR MARIA CANTWELL

Mayor Bonfield stated Senator Maria Cantwell will be here tomorrow to meet about the marina at 11:30am at City Hall.

MARINA FUNDRAISING

Mayor Bonfield stated she has two to three people who are interested in helping with a huge fundraiser, but it's hard to do a fundraiser when you don't know if you're going to get your permitting.

SECURITY CAMERAS

Mayor Bonfield stated security cameras are up at Chief Looking Glass Park which covers the SCAT machine, tennis and basketball court, parking lot from zip trip, the school and the RV dump. It is on a continuous run for 30 days and starts recording over its self. There were a total of six cameras purchased for \$1,000.000, four are installed and two extra on the shelf. The city employees installed them themselves. Fisher Systems wanted \$8,000.00 for the cameras, set up and live feed.

GEESE

Councilmember Paris stated he has seen where dog silhouettes keep the geese away. However, you have to keep moving them around. Mayor Bonfield stated she will look into purchasing some. It's worth a try.

XI. RESOLUTIONS & ORDINANCES:

- 1. Resolution 2018-626** A Resolution Accepting Donations for Excess Feral Cat Altering and Vaccines Services Through the Lewis Clark Animal Shelter
Councilmember Appleton made a motion to approve Resolution 2018-626A Resolution Accepting Donations for Excess Feral Cat Altering and Vaccines Services Through the Lewis Clark Animal Shelter. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.

- 2. Resolution 2018-627** A Resolution of the City Council of the City of Asotin, Washington Revising Resolution #2017-597 to Update City Fees, Rentals, Usage Rates
Councilmember Bly made a motion to approve Resolution 2018-627 A Resolution of the City Council of the City of Asotin, Washington Revising Resolution #2017-597 to Update City Fees, Rentals, Usage Rates. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110 (i) contracts 7:22pm–7:59pm

City Attorney, Jane Richards asked for an Executive Session regarding contract for 25 minutes.

Councilmember Bly asked for an Executive Session regarding contracts for 10 minutes.

Mayor Bonfield asked for an Executive Session regarding contracts for 10 minutes.

8:00pm

Councilmember Bly made a motion to present the Interlocal Law Enforcement Service Agreement to Asotin County. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 8:01pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers