

ASOTIN CITY COUNCIL MINUTES
August 27, 2018
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, Dwayne Paris

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers

PRESS: None

AUDIENCE: Elaine Greene, Jo Anne Miller, Charlotte Tuttle, Elaine Nagle, Candy Becker, Ed Becker, Oscar Bly, Chris Segroves, Darlene Knapp, Larry Kom, Chris Jones, Ben Smith, Matt Carlson, Asotin County Stormwater Program Coordinator. There were more public present than signed the attendance form.

III. PUBLIC HEARING: 5:35pm-5:44pm

Mayor Pro-Tem, Bly stated the city is having a Public Hearing for consideration for the purpose on a proposed Stormwater utility rate increase from \$4.00 to \$5.00 per ERU per month to become effective January 1, 2019, and an increase to \$5.50 per ERU per month to become effective January 1, 2022. Mayor Pro-Tem Bly asked if there is anybody here wishing to make an oral statement on this matter. There were no written statements received by the Clerk/Treasurer. Mayor Pro-Tem, Bly introduced, Matt Carlson the Asotin County Stormwater Program Coordinator. Matt Carlson stated the Stormwater Management Team which is made up of Asotin County, City of Clarkston , City of Asotin and staff meet quarterly to go over budgets, grants, Stormwater issues and projects, equipment repairs and utility rates. Matt Carlson explained there were a series of town hall meetings about the rate changes. In 2011 a study looked at our size of community and decided the Stormwater fee would be \$5.00 a month for each single family household. The Stormwater Program received grant funding which allowed the Stormwater to lower the rates to \$4.00. Stormwater has been operating on the \$4.00 a month for the past six years. Grant funding for Stormwater was at a rate of 40% but has been reduced to a rate 10% in recent years. Significant cuts in the Stormwater budget have been made through the years with the \$4.00 a month fee just to keep up with program costs and keep the program viable. Councilmember Appleton thanked Matt Carlson and stated he solutes you and your staff for doing a great job. Matt Carlson stated the existing sweepers are past their service life and large cuts were made to the equipment and maintenance budgets. Stormwater is in need of purchasing two new sweepers that will sweep Asotin County, City of Asotin and City of Clarkston and purchasing a vactor truck and a heavy duty pickup truck. Councilmember Loseth stated she commends the work you do and it helps us a lot. Councilmember Bly stated they have a slide show of all the projects before and after. Before the streets were flooding and drains were clogged. Now they clean each drain, identify issues and have a regular running maintenance schedule. Resident, Donna Wright asked Matt Carlson how much does a new street sweeper cost. Matt Carlson stated \$300,000.00 for a new one. How long is the one going to last now? Matt Carlson stated they wanted to replace it three years ago, but they keep using it. However, with repairs it is now sweeping less due to down time. It makes more sense to replace it so more sweeping can be completed. It will be surplus and sold. Stormwater is asking for a grant from the Department

of Ecology to help purchase a new sweeper but it has been on hold. The grant has not come through yet. Stormwater wants to buy a new one in 2019, so Stormwater will start the process with or without the grant to buy a new one. If Stormwater receives the grant we buy a new one, without the grant funding Stormwater will look to purchase a used one. Matt Carlson thanked the council for their time and the public's time.

IV. ORAL COMMUNICATIONS- PUBLIC COMMENT:

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.

Charlotte Tuttle stated she attended the Asotin County Commissioners meeting. Commissioner Jeffords reported they have appointed a new 911 Whitcom Dispatch Coordinator. Also Asotin County is considering breaking away from Whitcom and creating their own dispatch center for financial savings. More information will be available at a later date.

V. CONSENT CALENDAR:

- a. **Minutes of August 13, 2018 Regular Meeting**
- b. Expense Checks- #41235-#41251 \$22,211.59
- c. Payroll Checks- #41227-#41234 \$15,502.22 To Include EFT's
- d. Voids- None
- e. Approval of Unexcused and/or Excused Councilmember's absents

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

Councilmember Appleton made a motion to approve the excused absents of Councilmember Schneider. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.

VI. UNFINISHED BUSINESS:

1. Riverpointe Park

Clerk/Treasurer, Tiffany Rogers stated she created the Riverpoint Budget report for the Riverpoint Park Expenses. However, the previous minutes state it would be revisited in a month from the last council meeting.

2017 Riverpoint Park Budget

Personnel Salaries/Benefits	\$3,293.00
Sprinkler System Supplies	\$ 300.00
Public Utilities (Avista Electricity to run sprinklers)	\$ 259.00
Water	\$3,556.00
Chemical/Fertilizer/Pesticides	\$ 300.00
Fuel	\$ 200.00
Small Tools/Minor Equipment	\$ 200.00
(Lawn Mower replacement fund/Weed Eater, Edger & Supplies)	
Professional Services (Winterize Sprinkler System)	\$ 300.00
Repairs/Maintenance (Oil/Lawn Mower Repair)	\$ 300.00
Total	\$8,708.00

Depending on the month and grow period average mows are one – two per week.

VII. NEW BUSINESS:

- 1. First “Informational Meeting” set for Monday, September 10, 2018 6:00pm
Second “Informational Meeting” set for Saturday, September 15, 2018 11:00am
Topics of discussion: Levy Lid Lift, Need for Increased Property Taxes, Feral Cats, 4th Street Road Construction**

Mayor Pro-Tem, Bly stated the city will be having the first “Informational Meeting” on Monday, September 10, 2018 at 6:00pm at City Hall this is the regular scheduled council meeting. The second “Informational Meeting” will be held Saturday, September 15, 2018 at 11am at City Hall. The topics of discussion will be the Levy Lid Lift, the need for increased property taxes, feral cats and the 4th Street road construction. Mayor Pro-Tem, Bly stated the EMS Levy failed for 2019. She does not know what happened but it failed. It had to have a 60% voter approval and it received 58.46%. Charlotte Tuttle stated the time increase was confusing. Mayor Pro-Tem, Bly stated the rules have changed. You used to have to put it on the ballot each year, but new laws were created to save election costs and allowing EMS Districts to have a permanent levy. The dollar amount did not change, it was not a new levy, it was just asking for the levy to be permanent. The EMS Levy will be on the ballot next year to receive taxes in 2020. The EMS fund will not receive any tax dollars in 2019.

- 2. Inquiry about possible use at SE Corner of Washington and First Street for a drive-through ATM Outpost by Freedom Northwest Credit Union**

Freedom Northwest Credit Union (FNWCU) is interested in providing a drive-through ATM Outpost at the SE Corner of Washington Street and First Street. It is similar to the Outpost located on Bridge and 12th Street in Clarkston. The credit union would like to provide a neighborhood water feature and shade structure for use by city residence. A similar water feature was recently completed at the Kooskia City Park. Before FNWCU initiates a zone change process, they would like to ask the City Council if they would be willing to recommend further investigation and pursuit of the proposed project. A representative from FNWCU stated he has worked on a number of drive through’s in the region, Bridge Street in Clarkston, Colfax, Kamiah and other places in Idaho. The FNWCU credit union has been looking for small sites and no parking requirements with a space of 9x9 on First and Washington in Asotin. He stated he is aware that spot zoning is frowned upon and not done here in the City of Asotin. Mayor Pro-Tem, Bly stated it is in R2 Zone which is a Residential Zone and that area does not allow for this type of commercial business. Mayor Pro-Tem, Bly asked if the bank was purchasing the property. The representative stated there is a pending offer in due diluent’s, the intent would be to purchase the property. Resident, Charlotte Tuttle stated it is a busy intersection, getting into and out of the ATM would be a problem. She stated if you entered and exited on First Street that would be a better option due to the logging trucks that come down the hill. If a slow vehicle turns in off Washington and comes in front of a logging truck that does not slow down and there are small kids walking in that area it is a recipe for disaster. Mayor Pro-Tem, Bly asked Elaine Greene, of the Planning Commission if she had any concerns. Elaine Greene stated spot zoning is a negative. Councilmember Appleton stated he likes seeing something done with the property. It is a school zone, people should be going slow. Representative, Chris Jones stated that is a very unique corner. He stated he is from Union Town which is a small town and there is lack of things for our kids to do hence the reason for the water feature. FNWCU purpose is to identify unique properties to enhance the community. FNWCU would place a sidewalk on Washington Street at their expense which would upgrade the infrastructure. Councilmember Paris questioned how does the credit union benefit from the ATM. Chris

Jones explained with each ATM transaction there is a fee that the credit union receives. The city would benefit from property taxes off the assessed value of the improved area. Chris Jones stated based on their experience the ATM's are not cash cows, it's just to provide service to the community. Councilmember Paris stated everything the city is discussing is budget related and the city would have to do what's best for the budget within that area. Councilmember Paris stated the drawings show no fence. What will keep the kids from running out into the highway and getting hit by a logging truck? There are a lot of safety concern and a lot of traffic in that area. Chris Jones stated they could put a fence in the plans. Chris Jones gave a history of the credit union. The credit union has been in existence in Kamiah since 1963 under the name of Kamiah Credit Union. Five years ago the name changed to Freedom Northwest Credit Union (FNWCU). There are two branch loan centers one in Lewiston, Idaho and one in Hayden, Idaho. Donna Wright asked the representative before this goes through, would you please spend some time on that corner. Spend some time watching the traffic and take inconsideration the entrance and exit and watch the logging trucks, they move quickly. Some even have double trailers. She stated she walks that street every day and when the logging truck comes buy, she moves clear over to try to get away from the speeding logging trucks because they are just so loud and unstable. The kids are going to be attracted to the water, please install a six foot fence. She asked if this is really the best site for this type of business. Chris Jones stated he notices the motorcycles and tourist that drive by. Councilmember Loseth stated she has already received feedback from people on First Street. They were surprised the property was for sale. Maybe the reason the property hasn't sold and hasn't had a house built on it is because nobody knew it was for sell. It's not impossible to have a home there. There are two cross walks right there and the crossing guard already has to work with kids going both directions and now you want to add more traffic for the crossing guard to have to deal with. The water attraction would be a nuisance. The City would have to consider changing the zoning to commercial use. The city has to be sensitive to butting up to the residential area. Councilmember Appleton's concern is there would have to be a fence with the kids running out to the water fountains. Mayor Pro-Tem, Bly stated we need to let the gentleman know if it's worth their time. Councilmember Paris stated he would like a couple of weeks to talk to the council and talk to our city attorney about liability issues. The City might have to look at flashing yellow lights vs a three way stop. Councilmember Paris stated he would like to talk to Councilmember Schneider and Police Chief, Monte Renzelman too. Councilmember Appleton stated Police Chief, Monte Renzelman has been working on the curve of that intersection making it look like a continuous curve to help with the already flow of traffic in that area. Resident, Elaine Greene stated the logging trucks coming down the hill are still using their Jake brakes beyond the designated sign. Resident, Elaine Greene stated the state highway school blinking lights are not working. Mayor Pro-Tem, Bly stated she will ask Deputy Clerk, Tina Davidson to contact Ronnie Mock from the state to see if he will check on the lights. Tabled until next meeting, no decisions are being made until more investigation takes place and the Mayor, Councilmember Schneider, City Attorney and Police Chief has a chance to give their input.

VIII. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

- a. USDA (Rural Development) Waste Water Treatment Plant Upgrade**
- b. 2nd Street Stormwater Project**
- c. TIB Chip Seal Project**
- d. TIB 4th Street Rehabilitation**

Mayor Pro-Tem, Bly stated PUD started August 15th and is going to be continuing until September 10th replacing water service lines from the main to the meters on 4th Street. Councilmember Appleton stated the traffic and signage has been great and PUD is cleaning up after themselves.

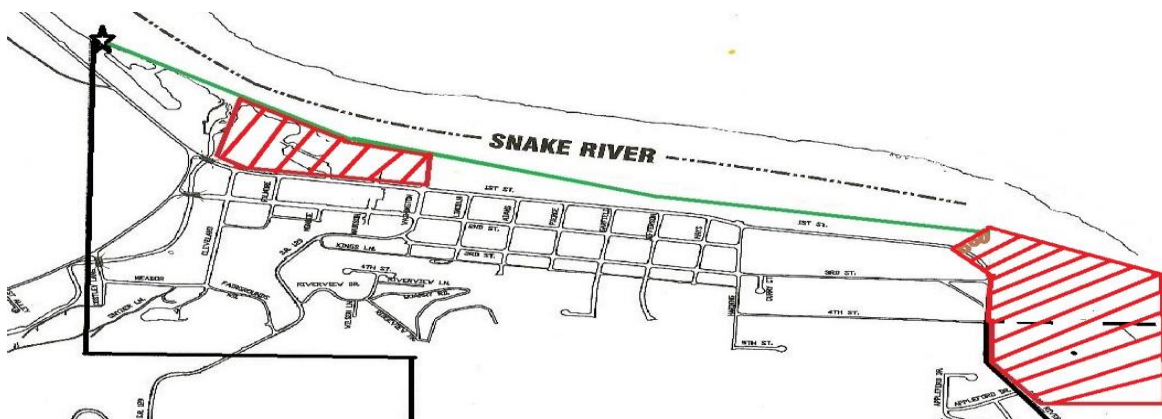
IX. CLERK'S REPORT:

1. Citizen complaints about Solid Waste not being removed on a weekly basis.

Clerk/Treasurer, Tiffany Rogers wanted to remind those that do not use a commercial Solid Waste Removal Company the City of Asotin's Solid Waste Removal Ordinance #09-744 Chapter 8.34 Section 8.34.050 states Solid Waste shall be removed from private property no less than weekly.

2. 2018 Goose Hunting

Clerk/Treasurer, Tiffany Rogers stated the City Of Asotin's Goose Hunt will be Sept 8th & 19th, 2018 October 13th-29th and November 3, 2018 – January 27th, 2019. 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 with a possession limit of 12 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.



Councilmember Paris reported at his place of business they use the black dog silhouettes that swivel and spin around and they are working. The silhouettes are moved periodically but they are keeping the geese away. Clerk/Treasurer, Tiffany Rogers stated Mayor Bonfield is researching these options.

DEPARTMENTS:

a. POLICE DEPARTMENT: Absent

b. CITY ATTORNEY: Absent

c. FIRE DEPARTMENT:

House Numbers

City of Asotin Fire Lieutenant, Dwayne Paris stated the Junior Fire Fighters went up and down the streets in four fire vehicles to identify addressing issues. If they could not see the number or what house it was for or couldn't see the numbers due to the color, they left a flyer with the guide lines. Thirty houses were identified having addresses issues. There were a half a dozen on First Street. When first responders are on a call at 2am in the morning, trying to find a house with an address that doesn't exist, it makes a huge difference. It's not an emergency until you're the one calling for it. GPS does not work out here. Street addresses are a huge issue. The numbers should be placed close to the front door and porch light to be seen from the center of the street. At night personnel count on the porch light to be on for guidance. The Junior Fire Fighters located address numbers that were placed on trees, boulders, mailboxes, curbs, and behind the bushes, left hand sides and right hand sides. The average response time is 4-5 minutes if the addresses are easily visible, but would like that time to be faster. City of Asotin Fire Lieutenant, Dwayne Paris stated the letter included language to the home owner about locating a home in an emergency is very important, especially if you are the one calling for help. The Asotin Fire Department formally requests your help, by displaying your home numbers in the following method:

- Numbers should be readily visible from the street
- Numbers should be in contrasting color to the location placed on the home
- Numbers should be near the front door of the home facing the street
- Numbers should be of adequate size to be easily legible from the center of the street
- Numbers should not be blocked by vegetation
- Numbers if not able to be displayed in the following method should be displayed near the street in an obvious manner and lit during dark hours

We recognize that the numbers on your home may be visible to you. But responders may or may not be familiar with the area. It is imperative in an emergency where seconds count to easily find your home. We appreciate the color pallet and understand that nobody wants to diminish the appearance of the home. As an example a grey home with silver numbers, while may be aesthetically pleasing, would not be a good choice to number your home as this would not be easy to find.

We are asking your help to find you in an emergency, whether it be a fire or a medical call. It is never really a problem until you are the one calling for help. Although many people might know your address, this letter was given to you because it was not known or easily seen by a first responder. If you have any questions about this or after purchasing new numbers and would like assistance installing them please call Asotin City Hall @ 509-243-4411 or email AsotinFire@gmail.com. Thank you for helping us help you!

Flag Walk

City of Asotin Fire Lieutenant, Dwayne Paris stated the City of Asotin Fire Department along with the 14 Junior Fire Fighters will be walking the flag that has all the victims name of 911 on it from the Nez Perce Sheriff's Office to the top of the spiral grade on September 9th. Volunteers are welcome to join the walk.

Fill the Boot for Muscular Dystrophy Association (MDA)

City of Asotin Fire Lieutenant, Dwayne Paris stated there were 14 people who participated in the “Fill the Boot for MDA” last Saturday. They were able to be on Diagonal, Bridge and Fair Street by Costco. The last count he heard was \$15,000.00 was raised for the “Fill the Boot for MDA”. There were a lot of people helping and giving.

d. PLANNING COMMISSION:

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

e. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, September 27, 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)**–Jenifer 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:

Agenda Related Topics

Joe Appleton- Councilmember Appleton stated he attended the State Liberty meeting at the Quality Inn. It was regarding the breaking off the East side of state and calling it Liberty Washington.

Jennifer Bly-None

Lori Loseth- None

Dwayne Paris- Councilmember Paris stated he is just waiting for a response on the Interlocal Law Enforcement Service Agreement from Asotin County

Mervin Schneider-Absent

MAYOR’S REPORT: Absent

XI. RESOLUTIONS & ORDINANCES:

1. **Resolution 2018-622** A Resolution Amending the Interlocal Cooperation Agreement Between Asotin County, City of Asotin and City of Clarkston for Storm Sewer and Surface Water Management Public Utility
 Councilmember Paris made a motion to approve Resolution 2018-622 A Resolution Amending the Interlocal Cooperation Agreement Between Asotin County, City of Asotin and City of Clarkston for Storm Sewer and Surface Water Management Public Utility. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

- 2. First Reading of Ordinance 2018-832** An Ordinance of the City of Asotin Amending Title 5 of the City of Asotin Municipal Code, to Update Business Licensing Requirements and Procedures, and Adding Chapter 5.18 to Adopt the New Model Business License Ordinance as Required by Chapter 35.90 RCW
Councilmember Loseth made a motion to approve the first Reading of Ordinance 2018-832 An Ordinance of the City of Asotin Amending Title 5 of the City of Asotin Municipal Code, to Update Business Licensing Requirements and Procedures, and Adding Chapter 5.18 to Adopt the New Model Business License Ordinance as Required by Chapter 35.90 RCW. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.
- 3. First Reading of Ordinance 2018-833** An Ordinance Adding A New Chapter 6.30 Feral Cats to Title 6 Animals Prohibiting the Feeding of Feral Cats on the City of Asotin Property
Councilmember Paris made a motion to approve the first Reading of Ordinance 2018-833 An Ordinance Adding A New Chapter 6.30 Feral Cats to Title 6 Animals Prohibiting the Feeding of Feral Cats on the City of Asotin Property. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.
- 4. Ordinance 2018-834** An Ordinance Declaring An Emergency and Suspending Any Type of Fires/Open Burning in the City of Asotin
Councilmember Appleton made a motion to approve Ordinance 2018-834 An Ordinance Declaring An Emergency and Suspending Any Type of Fires/Open Burning in the City of Asotin. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.
- 5. Resolution 2018-628** A Resolution Authorizing the Passing of Ordinance 2018-834 in one Reading
Councilmember Appleton made a motion to approve Resolution 2018-628 A Resolution Authorizing the Passing of Ordinance 2018-834 in one Reading. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.
- 6. First Reading of Ordinance 2018-835** Being An Ordinance Amending Ordinance #263 Adding Chapter 06.08.070 To Include Exceptions for Kennel License and Fostering of Dogs of the Asotin Municipal Code Section and Providing for the Effective Date Hereof
Tabled. This Ordinance has not been reviewed by the city attorney for approval.

EXECUTIVE SESSION: RCW 42.30.110 None

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Appleton. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:38pm.

Mayor Pro-Tem, Bly

Clerk/Treasurer, Tiffany Rogers