

ASOTIN CITY COUNCIL MINUTES
Thursday, December 27, 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

PRESS: None

AUDIENCE: Oscar Bly, Ron Hostetler, Elaine Nagle, Charlotte Tuttle

PUBLIC HEARING: None

III. 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 stated she has a nonpartisan petition to sign if anybody is interested. It is to try to get enough signatures to take the vehicle tabs back to \$30.00. You will need to print your name, sign your name like you would on a ballot and provide your birth date.

IV. CONSENT CALENDAR:

- a. **Minutes of December 10, 2018 Regular Meeting**
- b. Expense Checks- #41542 \$77,921.37 #41543-41573 \$30,045.86
- c. Payroll Checks- #41534-#41541 \$16530.78 To Include EFT's
- d. Voids-#41563 \$6,992.00
- e. Approval of Unexcused and/or Excused Councilmember's absents

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

V. UNFINISHED BUSINESS:

1. Riverpointe Park

Mayor Bonfield is still working on trying to locate legal documents.

VI. NEW BUSINESS:

1. Permission to use City Marina and Streets for the 2019 Asotin County Fair Parade and Carnival

Ron Hostetler presented a letter to the Mayor and Council as a formal request on behalf of the Asotin County Fair Board, for use of city streets to conduct the 2019 Asotin County Fair & Hells Canyon Rodeo Parade on April 28, 2019. The times and staging area will be the same as in previous years. The Fair Board will provide personnel to assist the City Police

with street closings and manning of the barricaded intersections before, during and after the parade. The Fair Board would also like to request the use of the parking area West of the Community Center, commonly known as the City Marina for the carnival to set up during the Fair April 25th–28th. Set up will occur on April 23rd and 24th with possible lot use for carnival truck parking and staging the afternoon of April 22nd. This is the same as previous years. The council agreed to both requests.

VII. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

a. 2nd Street Stormwater Project

City Attorney, Jane Richards stated the construction part is finished. Just waiting for the final paperwork.

b. TIB 4th Street Rehabilitation

The first layer of the asphalt mix was not the right temperature, therefore the project will be completed in spring.

VIII. CLERK’S REPORT:

1. Past Due Utility Accounts for December

Clerk/Treasurer, Tiffany Rogers reported there were 46 past due utility accounts for December. Mayor Bonfield stated at the first of the year the ordinance for delinquencies will be examined and followed exactly as the ordinance prescribes which will include shut offs. The city can no longer carry the utility debts.

**2. 2019 Regular Council Meeting Dates and Observed Holidays for Asotin City Hall
5:30pm City Hall**

2nd Week of the Month

4th Week of the Month

January 14, 2019	January 28, 2019
February 11, 2019	February 25, 2019
March 11, 2019	March 25, 2019
April 08, 2019	April 22, 2019
May 13, 2019	May 28, 2019 Tuesday Memorial
June 10, 2019	June 24, 2019
July 08, 2019	July 22, 2019
August 12, 2019	August 26, 2019
September 9, 2019	September 23, 2019
October 15, 2019 Tuesday Columbus	October 28, 2019
November 12, 2019 Tuesday Veterans Day	November 25, 2019
December 9, 2019	December 23, 2019

2019 Observed Holiday for Asotin City Hall

1/01/2019(New Year’s Day)	07/04/2019 (Independence Day)	11/28/2019 (Thanksgiving Day)
01/21/2019 (Martin Luther King Day)	09/02/2019 (Labor Day)	11/29/2019 (Day After Thanksgiving)
02/18/2019 (President’s Day)	10/14/2019 (Columbus Day)	12/25/2019 (Christmas Day)
05/27/2019 (Memorial Day)	11/11/2019 (Veteran’s Day)	

3. Asotin Days Meeting Wednesday, January 16, 2019 5:30pm Asotin City Hall

Clerk/Treasurer, Tiffany Rogers stated there will be an Asotin Days Meeting on Wednesday, January 16th at 5:30pm at City Hall. Councilmember Paris and Councilmember Loseth will be the Asotin Days Liaison for this committee. This will be a kick off meeting and time to elect new officers.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman stated at the first of the year he will be going through police items that will need to be surplus. Councilmember Bly asks if he needed help. Police Chief, Monte Renzelman stated he will need a professional mechanic to decide which police car to keep and which police car to surplus.

Police Chief, Monte Renzelman stated he has been attending the Jail Committee Meetings. He would like to set up a time for the City of Asotin Safety Committee to go on a tour through the jail. Also he would like to invite the members of the jail committee to discuss this issue to the City of Asotin Safety Committee. The discussions of the Jail Committee are do we need a new jail and how do we go about getting a jail. The committee is discussing an option of imposing some type of fee or tax so that just not the citizens of Asotin County are responsible for paying for the new jail. Councilmember Bly asked how many cells the current jail has. Police Chief, Monte Renzelman stated it should only hold 45 but there are about 50. Police Chief, Monte Renzelman stated there is a variety of professional and public persons who are on the Jail Committee and multiple persons who are helping with research and input. Councilmember Loseth asked if the Jail Committee would consider input from current public defenders to get a fuller picture from the courts side of the incarcerations. Councilmember Paris stated he is available to meet anytime.

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT: None

d. PLANNING COMMISSION: None

- Next Planning Commission meeting will be Thursday, January 3, 2019 6:30pm

e. ASOTIN MUNICIPAL COURT:

- December Court Date Thursday, January 24, 2019 1:30pm City Hall

2019 ASOTIN MUNICIPAL COURT DATES

Jan 24	July 25
Feb 28	Aug 22
Mar 28	Sept 26
Apr 25	Oct 24
May 23	Nov 21
June 27	Dec 19

COMMITTEE REPORTS:

- Mayor Pro-Tem**–Jennifer Bly
- Administrative Personnel**–Jennifer Bly
- Public Safety (Law Enforcement, Fire Safety, Emergency Services)**–Joe Appleton & Dwayne Paris
- 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:

Agenda Related Topics

Joe Appleton- Councilmember Appleton stated he had a few citizens state to him they were not happy with the reduction of the City of Asotin Police force being on the front page of the newspaper. It is not wise to advertise your weaknesses to the world. Mayor Bonfield stated the city has no control over what the newspaper publishes. Councilmember Appleton asked about the bridge lights. Mayor Bonfield stated she has been in contact with the electrician and the sensor is not working. That will be fixed and new light fixtures have been ordered. Councilmember Appleton asked about the light on the flag next to the bridge, it needs to be adjusted and the flag cannot be lowered. Mayor Bonfield stated she thought Noel Abbott was going to look to see if the flag can be fixed so it can be lowered. Councilmember Appleton stated there is a hand rail that has been broken off. It is located by the west side of the bridge as you walk down into the park.

Jennifer Bly- None

Lori Loseth- Councilmember Loseth stated there will be an EMS Board meeting January 8th. She will contact Fire Chief, Noel Hardin to work on language to be placed on educational materials. The EMS Board has offered to pay for the education materials for the EMS Levy campaign.

Dwayne Paris-None

Mervin Schneider-None

MAYOR’S REPORT: None

XI. RESOLUTIONS & ORDINANCES:

1. Second Reading of **Ordinance 2018-837** An Ordinance of the City Council of the City of Asotin, Washington, Amending Ordinance #2017-827 which Adopted the 2018 Budget and Authorizing Necessary Adjustments
Councilmember Bly made a motion to approve the Second Reading of Ordinance 2018-837 An Ordinance of the City Council of the City of Asotin, Washington, Amending Ordinance #2017-827 which Adopted the 2018 Budget and Authorizing Necessary Adjustments. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.
2. Second Reading of **Ordinance 2018-838** An Ordinance of entitled an Ordinance Fixing the Assessed Valuation of the City of Asotin for the Fiscal Year of 2019 the Estimated Receipts and Disbursements for the Year 2019 and adopting a budget for the City of Asotin for the Year 2019
Councilmember Appleton made a motion to approve the Second Reading of Ordinance 2018-838 An Ordinance of entitled an Ordinance Fixing the Assessed Valuation of the City of Asotin for the Fiscal Year of 2019 the Estimated Receipts and Disbursements for the Year 2019 and adopting a budget for the City of Asotin for the Year 2019. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried.

- 3. Resolution 2018-636** A Resolution of the Council of the City of Asotin to Delete Fund Number 412 Titled Waste Water Treatment Plant Construction Fund
Councilmember Bly made a motion to approve Resolution 2018-636 A Resolution of the Council of the City of Asotin to Delete Fund Number 412 Titled Waste Water Treatment Plant Construction Fund. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.
- 4. Resolution 2018-639** A Resolution of the City Council of the City of Asotin, Washington Revising Resolution #2017-597 to Increase Base Sewer Rates by \$2.50 in 2019 and \$2.50 in 2020 Beginning in January and .25 Water Increase per Ordinance #2014-781, to Establish Stormwater Increased Rates and Increased Park Fees and Damage Deposits to Reflect on the Resolution of Fees
Councilmember Bly made a motion to approve **Resolution 2018-639** A Resolution of the City Council of the City of Asotin, Washington Revising Resolution #2017-597 to Increase Base Sewer Rates by \$2.50 in 2019 and \$2.50 in 2020 Beginning in January and .25 Water Increase per Ordinance #2014-781, to Establish Stormwater Increased Rates and Increased Park Fees and Damage Deposits to Reflect on the Resolution of Fees. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110: None

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 5:59pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers