

ASOTIN CITY COUNCIL MINUTES
February 26, 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, Police Chief, Monte Renzelman

PRESS: None

AUDIENCE: Charlotte Tuttle, Elaine Greene, Candy Becker, Bill Blair, Amanda Renzelman

- 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 attended the Asotin County Commissioners meeting. An Anatone site has been approved for a cell tower. This will help with communications for safety issue, emergencies and fires. Public Works Director, Dustin Johnson is applying for FLAP Funding with a 13.5% match to put an underpass on the highway at Critchfield Road. A Town Hall meeting was held last Thursday. Stormwater presented a video. There was discussion of a new jail. Most people were in favor of a new jail. The original jail was built in 1981. Asotin County has received many phone calls from the community and they want to set up a citizen task force for fact findings. Estimated cost to build a new jail is over 20 million dollars. The facility is failing and is over crowded. The County Commissioners passed a resolution to help employees of the county who need extra leave due to health issues.

- V. CONSENT CALENDAR:**

1. Minutes of February 12, 2018 Regular Meeting
2. Expense Checks- #40701-#40734 \$26,686.12
3. Payroll Checks- #40693-#40700 \$21,343.89 to include EFT's
4. Voids- None
5. Approval of Unexcused and/or Excused Councilmember's absents

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

- VI. UNFINISHED BUSINESS:** None

- VII. NEW BUSINESS:**

1. Standing Committee Members for 2018

Mayor Bonfield stated the council likes their current committees they are on, so therefore, there will be no changes.

2. Municipal Judge Contract

Councilmember Bly made a motion to approve the 2017-2018 Municipal Judge Contract. Seconded by Councilmember Loseth. There was no discussion. All Ayes. Motion carried.

3. Cenex Zip Trip#38 CHS Inc. License Renewal Permit to continue to sell beer/wine/CLS Spirits

Clerk/Treasurer, Tiffany Rogers stated a license renewal permit to continue to sell beer/wine/and spirits was submitted by new applicants Par Hawaii, Inc. which is under the trade name Cenex Zip Trip. Mayor Bonfield asked Police Chief, Monte Renzelman if there were any issues at Zip Trip with theft of alcohol. Police Chief, Monte Renzelman stated there have not been any problems. Councilmember Schneider made a motion to approve Cenex Zip Trip#38 CHS Inc./Par Hawaii, Inc. License Renewal Permit to continue to sell beer/wine/CLS Spirits. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

4. Hosking Foundation Inc. Special Occasion permit March 17th 5pm-10pm Asotin County Fair Bennett Building

Councilmember Appleton made a motion to approve the Hosking Foundation Inc. Special Occasion permit March 17th 5pm-10pm Asotin County Fair Bennett Building that is for the Arlene Jackson Spaghetti Feed Fundraiser. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

VIII. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

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

The USDA Waste Water Treatment Plant Project will not be closed until all bills are paid from the contractor. Western has placed a bond on the construction company to make sure bills are paid in full before the close out of the project. The new Waste Water Treatment Plant pickup that was paid for through the WWTP grant funding should arrive within 60 days.

b. Cleveland Street Sidewalk Project

Cleveland Street Sidewalk Project will start March 5th and will last approximately for two weeks. A Pre-construction meeting was held last Wednesday.

c. 2nd Street Stormwater Project

2nd Street Stormwater Project will start March 5th –12th. The city will send a letter to people who placed mail boxes on 2nd Street asking them to remove the mail box during construction. They will be able to retrieve their mail from the Post Office during their regularly scheduled work hours: Monday thru Friday from 8am-12pm and 1pm-4:30pm Saturday 10am-11am

IX. CLERK'S REPORT:

1. January 2018 Asotin Municipal Court

The City of Asotin Municipal Court received \$3,772.00 for fines and fees for January. \$2,160.75 was distributed to the State of Washington. \$27.89 was distributed to Asotin County for Crime Victims. The city received \$1,583.36.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman, stated Police Officer, Jody Brown has resigned and his last day is February 28th.

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT: None

d. PLANNING COMMISSION:

- Next Regular Meeting Thursday, April 5, 2018 7:00pm City Hall
Elaine Greene stated the Planning Commission Meeting is scheduled for Thursday, March 1st not April 5th which will be an instructional meeting for the Roberts Rules of Order.

e. CIVIL SERVICE COMMISSION:

- Next Regular Meeting Wednesday, March 14, 2018 1:15pm City Hall

f. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, March 22, 2018 1:30pm City Hall

COMMITTEE REPORTS:

- Mayor Pro-Tem**–Jennifer Bly
- Administrative Personnel**–Jennifer Bly
- Public Safety (Law Enforcement, Fire Safety, Emergency Services)**–Joe Appleton & George Tucker
- Public Works (Water, Sewer, Utility Franchises)**–Jennifer Bly & George Tucker
- Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider & George Tucker
- Parks and Recreation (Parks, Cemetery, Asotin Community Center)**– Joe Appleton & Mervin Schneider
- Finance** - Jennifer Bly & Mervin Schneider
- Asotin County EMS Board** -Lori Loseth Quarterly 2nd Tuesday @ 7:30am Tri-State Hospital
- Asotin County Health District** - Vikki Bonfield 4th Monday @ 1pm Asotin County Annex
- PTBA** - Mervin Schneider 2nd Wednesday @ Clarkston PTBA Bldg 15th Street
- MPO Technical Advisory Committee** - Bob Portlock 4th Wednesday @ 1:30pm Lewiston Public Works Bldg
- MPO Policy Board**–Vikki Bonfield 2nd Thursday @ 4pm Lewiston Public Works Bldg
- Stormwater** - Jennifer Bly Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Mervin Schneider- Councilmember Schneider and Police Chief, Monte Renzelman were given the task by Mayor Bonfield to review three applications and recommend one applicant to send to the AWC Center for Quality Communities. AWC will select six students out of 235 cities to receive a \$1,200.00 scholarship. Monte and Mervin reviewed applications from Bradley Bailey, Caitlyn Paris and Nick Rogers. Bradley Bailey was selected to be recommended due to his essay on leadership. These three truly represented the City of Asotin and the Asotin-Anatone School District. Councilmember Loseth stated we have some wonderful well rounded students. Councilmember Bly stated they were all outstanding representatives for our community and we are all really proud of them. Mayor Bonfield stated we have some amazing kids in the community. Councilmember Loseth stated the letters of recommendation were from three different teachers. The letters were really thought out, which shows the schools are putting in the effort to help these students.

Councilmember Schneider made a motion to send Bradley Bailey's application to the AWC Center for Quality Communities to recommend him for a scholarship. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

Joe Appleton- None

Jennifer Bly-Councilmember Bly stated the City of Asotin, City of Clarkston and Asotin County are applying for Federal Land Access Program (FLAP) funding. This funding is for entities that have property owned by the federal government. The funding for the City of Asotin will resurface Chief Looking Glass parking lot, re-do the restrooms making them ADA compliant and add new lighting in the parking lot for safety purposes. There is a 13.5 % match. The City of Asotin match will be an In-Kind match which the work will be completed by city staff. The project will be started in July of 2020-2021. The Cleveland Street Sidewalk grant has no match monies. The 2nd Street Stormwater Project grant match is being paid by the Stormwater fees, therefore there are no monies out of city coffers. Stormwater has capital improvement funds that are used for our projects.

George Tucker-Absent

Lori Loseth- None

MAYOR'S REPORT:

Asotin Boat Launch and Jetty

Mayor Bonfield received a letter from the U.S. Army Corp of Engineers stating the U.S. Army Corp of Engineers does not have any money to process our permits for the Asotin Boat Launch and Jetty, nor will they this year, nor next year nor in 2021. The U.S. Army Corp of Engineers wants \$80,000 to review the paperwork and \$125,000 to get the property back. The city applied for RCO and USDA funds in the amount \$110,000 plus the entire match from the Port of Clarkston. Those grants require the permits from the U.S. Army Corp of Engineers be in hand. If the city does not have the permits in hand, the city will have to pay back those grants. The U.S. Army Corp of Engineers stated if the city has \$80,000 then they can process the permits. The city has been working on this project for three years and U.S. Army Corp of Engineers have known from the very beginning what the city wanted to do. Mayor Bonfield called and talked with the U.S. Army Corp of Engineers and they told her "We didn't realize it was going to be such a big project". Mayor Bonfield explained to them you knew from the very beginning. Mayor Bonfield met today with a lobbyist and has been calling all the representatives to help with this situation. She contacted Senator, Mark Schoesler, Senator, Patty Murray, Senator, Maria Cantwell and Representative, Cathy McMorris Rodgers. Mayor Bonfield stated we are going to find a way to get this done. We will work on it till we get it, it may be a little while, but we are going to get this done. If anybody knows anyone or any agencies that can help please let her know. Mayor Bonfield stated she just doesn't understand because the Corp gets paid every month to do exactly what we are asking them to do. Why do they need more money? Resident, Charlotte Tuttle stated Mayor Bonfield has gone further than anybody within the last 20 years to try to get this project done. Mayor Bonfield stated Wanda Keefer from the Port of Clarkston is going to Washington DC the 2nd week in March. She is making appointments to speak with the U.S. Army Corp of Engineers.

Transportation Improvement Board (TIB) 4th Street Overlay

Mayor Bonfield stated she is applying to USDA for funding to replace piping and meters on 4th Street before the overlay is completed. With taking off the top layer of pavement, grinding, packing and the pressure of the overlay the galvanized pipes will leak. Tim Simpson of PUD wrote a letter of support with engineering stats stating how important it will be to fix this before the overlay because the piping will break. This project should start in June or July.

XI. RESOLUTIONS & ORDINANCES:

- 1. First Reading of Ordinance #2018-829-** Being an Ordinance Amending Ordinance, #84-335 #95-506, #96- 509 Chapter 18.28 Building Height/Height of the Asotin Municipal Code Section 18.28.080, 18.30.070, 18.32.080, 18.36.080, 18.40.080, 18.44.050 and Providing for the Effective Date Hereof. Councilmember Bly made a motion to approve the First Reading of Ordinance #2018-829- Being an Ordinance Amending Ordinance, #84-335 #95-506, #96- 509 Chapter 18.28 Building Height/Height of the Asotin Municipal Code Section 18.28.080, 18.30.070, 18.32.080, 18.36.080, 18.40.080, 18.44.050 and Providing for the Effective Date Hereof. Seconded by Councilmember Schneider. There was no discussion. All Ayes. Motion carried.

- 2. Resolution #2018-612** A Resolution of the Council of the City of Asotin Adopting the Limited English Proficiency (LEP) and the Language Access Plan (LAP). Councilmember Bly made a motion to approve Resolution #2018-612 A Resolution of the Council of the City of Asotin Adopting the Limited English Proficiency (LEP) and the Language Access Plan (LAP). Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

- 3. Resolution #2018-613** A Resolution of the Council of the City of Asotin Adopting the Cultural Resources and Inadvertent Discovery Plan. Councilmember Appleton made a motion to approve Resolution #2018-613 A Resolution of the Council of the City of Asotin Adopting the Cultural Resources and Inadvertent Discovery Plan. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110 i. (iii.) – Contracts 45 minutes 6:37-7:14pm

Mayor Bonfield asked for an Executive Session for 45 minutes regarding Contracts. No decisions were made.

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 7:15pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers