

**ASOTIN CITY COUNCIL MINUTES**  
**January 22, 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, George Tucker

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman

**PRESS:** None

**AUDIENCE:** Charlotte Tuttle, Elaine Greene, Candy Becker, Regional Stormwater Coordinator, Matt Carlson

**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 reported on the Asotin County Commissioners meeting.

**V. CONSENT CALENDAR:**

- 1. Minutes of January 8, 2018 Regular Meeting**
2. Expense Checks- #40622-#40646 \$55,712.21 to include EFT's
3. Payroll Checks- #40614-#40621 \$17,860.68 to include EFT's
4. Voids- None
5. Approval of Unexcused and/or Excused Councilmember's absents-None

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

**VI. UNFINISHED BUSINESS:** None

**VII. NEW BUSINESS:**

- 1. Swearing in of Newly Elected Officials Appleton, Schneider, Tucker**  
Clerk/Treasurer, Tiffany Rogers administered the Oath of Office to Councilmember Schneider.
- 2. David Risley to volunteer for another term on the Planning Committee if accepted by the council**  
Councilmember Appleton made a motion to approve another term for David Risley to volunteer on the Planning Commission. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

**VIII. CONSULTANT/CONTRACTOR REPORTS: None**

**Keller Associates, Inc.**

- a. USDA (Rural Development) Waste Water Treatment Plant Upgrade**
- b. Cleveland Street Sidewalk Project**
- c. 2<sup>nd</sup> Street Stormwater Project**

**IX. CLERK'S REPORT:**

**1. Stormwater Capacity Grant**

Clerk/Treasurer, Tiffany Rogers received an e-mail today from Regional Stormwater Coordinator, Matt Carlson asking if this could be on the agenda tonight. Regional Stormwater Coordinator, Matt Carlson explained the Ecology Capacity Grant. The previous biennium's of 2013-2015 and 2015-2017 the Department of Ecology has offered a capacity grant to the County, City of Clarkston, and City of Asotin for 2017-2019. This grant consists of \$50,000 per permittee for the implementation of the Phase II Stormwater permit. Following the process of our previous capacity grants, we have combined the three grants for Asotin, Clarkston, and Asotin County into one \$150,000 grant. As it is a Regional Program operated out of one office and Asotin County is the lead agency. This has worked well in the past to help cover operational costs of the Regional Stormwater Program for meeting permit requirements. The combined grant to the County, as the lead agency, will be \$150,000 and will pay for program operations including but not limited to; travel, training, Management Team expenses, legal services, supplies, grant administration, permit compliance, etc. As with the previous capacity grant, the Department of Ecology has indicated that only the County needs to sign the agreement and Ecology will accept the Partnership Agreement for Ecology Grants between the three entities for documentation of cooperation. The council agreed to have Mayor Bonfield sign the Partnership Agreement for Ecology Grants for the 2017-2019 Biennial Municipal Stormwater Capacity Grant Program and agrees to have Asotin County administer the grant.

**2. Solid Waste Management Plan**

Clerk/Treasurer, Tiffany Rogers stated she received an e-mail today from Solid Waste Supervisor, Stephen Becker stating there was a comment from DOE and the UTC regarding a date change range on our Solid Waste Management Plan. The option is 2018–2023 and/or 2019-2024. 2019–2024 was chosen since this will give an expanded date range for the next update to 2024. However since the Interlocal agreement specifies the 2017 update, an email confirmation from the City saying that the City is ok with new date range change in the plan and renaming it the 2019 Solid Waste Management Plan update. The reason behind the date range change is we are in 2018 and will more than likely have it approved by mid to late 2018 by all. The other reason is UTC wants the funding mechanisms to match the range of the plan submitted. The council is agreeable to the new date range of 2019-2024 and the name change to 2019.

**3. 2<sup>nd</sup> Street Stormwater Improvement Agreement between owner and contractor for construction contract**

Clerk/Treasurer, Tiffany Rogers received an e-mail today asking if this could be placed on the agenda tonight. Councilmember Bly made a motion for Mayor Bonfield to sign the Agreement between City of Asotin and Western Construction of Lewiston for construction work on the 2<sup>nd</sup> Street Stormwater Improvement. Seconded by Councilmember Tucker. There was no discussion. All Ayes. Motion carried.

**DEPARTMENTS:**

- a. **POLICE DEPARTMENT:** None
- b. **CITY ATTORNEY:** None
- c. **FIRE DEPARTMENT:** None
- d. **PLANNING COMMISSION:**
  - Next Regular Meeting Thursday, March 1, 2018      7:00pm      City Hall
- e. **CIVIL SERVICE COMMISSION:**
  - Next Regular Meeting Wednesday, February 7, 2018 1:15pm      City Hall
- f. **ASOTIN MUNICIPAL COURT:**
  - Next Court Date Thursday, January 25, 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 & George Tucker
- d. **Public Works (Water, Sewer, Utility Franchises)**–Jennifer Bly & George Tucker
- e. **Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider & George Tucker
- 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 2<sup>nd</sup> Tuesday @ 7:30am Tri-State Hospital
- i. **Asotin County Health District** - Vikki Bonfield      4<sup>th</sup> Monday @ 1pm Asotin County Annex
- j. **PTBA** - Mervin Schneider      2<sup>nd</sup> Wednesday @ Clarkston PTBA Bldg 15<sup>th</sup> Street
- k. **MPO Technical Advisory Committee** - Bob Portlock 4<sup>th</sup> Wednesday @ 1:30pm Lewiston Public Works Bldg
- l. **MPO Policy Board**–Vikki Bonfield      2<sup>nd</sup> Thursday @ 4pm Lewiston Public Works Bldg
- m. **Stormwater** - Jennifer Bly      Quarterly 2<sup>nd</sup> Monday @ 3-5pm Asotin County Annex

**X. COUNCIL COMMUNICATIONS:**

**Mervin Schneider**- None

**Joe Appleton**-Councilmember Appleton stated the city needs to replace the light bulb globe on the Memorial Bridge.

**Jennifer Bly**-None

**George Tucker**-None

**Lori Loseth**- Councilmember Loseth reported she attended the Asotin County EMS Board meeting on Tuesday which followed the topic after the Monday council meeting about how difficult the addresses are difficult to read and find for first responders. The Asotin County EMS Board will be doing an education campaign as to when to call 911. All local entities will be going together to distribute the education. The EMS Board will pay for the flyers, and magnets that will be distributed. The flyers will be a reminder to check your addresses to make sure they are visible, have the correct sizing and are placed on the correct side of the street so emergency vehicles can locate the addresses and if not then it can be fixed. Mayor Bonfield stated during the staff meeting Building Inspector, Bill Frye stated there are addresses in Asotin that are not correct and need to be re-numbered. Police Chief, Monte Renzelman and Fire Chief, Noel Hardin are working on this project along with Lieutenant, Dwayne Paris and the Junior Fire Fighters.

**MAYOR’S REPORT:**

Mayor Bonfield will be creating and sending a double sided quarterly newsletter to the residence of Asotin. Mr. Claassen had suggested this would be a great way to communicate with persons who do not have social media. This first newsletter will be ready by the end of this month and will contain information about the current budget cuts and the need to update and make addresses visible for 911 purposes.

Mayor Bonfield would like the council to review the council committees they are on and encourages the council to be on a different committee than before. This will keep you informed of other issues that are happening within the city and other local agencies. Your decision can be made at the next council meeting.

Councilmember Bly stated she was disappointed and upset about the Jeers article and comments in the newspaper about Mayor Bonfield with regards to the budget cuts.

**XI. RESOLUTIONS & ORDINANCES:**

- 1. Resolution #2017-607** Before the Asotin City Council Being a Resolution Declaring Certain Property Surplus 1977 Ford Dump Truck. Councilmember Bly made a motion to approve Resolution #2017-607 Before the Asotin City Council Being a Resolution Declaring Certain Property Surplus 1977 Ford Dump Truck. 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 Tucker. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:08pm.

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Mayor Bonfield

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Clerk/Treasurer, Tiffany Rogers