

**ASOTIN CITY COUNCIL MINUTES**  
**July 9, 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

**PRESS:** None

**AUDIENCE:** Elaine Greene, Jo Anne Miller, Elaine Nagle, Charlotte Tuttle, Mary Ann Olsen, Michael LaMastus

**III. PUBLIC HEARING:** None

**IV. ORAL COMMUNICATIONS- PUBLIC COMMENT:** None

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 of 315 Garfield stated he has been having health issues for the past year and is behind on his utility bill. He would like to ask the council for an extension of thirty days to get the bill paid in full. The council thanked Mr. LaMastus for attending the council meeting and letting them know of his situation. The council agreed to grant a thirty day extension.

JoAnne Miller of 1314 3<sup>rd</sup> Street stated her sister made a contribution to the Asotin Kitty Rescue Fund. She liked the thank you that was sent. JoAnne stated her sister wants to make sure that the donation stays with the City of Asotin for the Asotin Kitty Rescue Fund and not to any other rescue support group. Mayor Bonfield stated yes, it stays right here for the Asotin issues. Mayor Bonfield stated she has caught twenty-one cats and kittens in June which is eleven more than our contract allows at the animal shelter. Therefore, the donations from the Asotin Kitty Rescue help pay for the overages.

Charlotte Tuttle reported on the Asotin County Commissioner Meeting. One of the topics discussed is to have a long range plan for the property on 6<sup>th</sup> Ave by Peola that the county owns. The last topic discussed was the new law that passed for the courts which will be lost revenues for the courts due to the courts can no longer collect fines and fees from indigent recipients.

**V. CONSENT CALENDAR:**

**a. Minutes of June 19, 2018 Town Hall Meeting**

**b. Minutes of June 25, 2018 Regular Meeting**

**c. Expense Checks- #41110-#41144 \$44,670.86**

**d. Payroll Checks- #41097-#41109 \$29,127.69 To Include EFT's**

- e. Voids- None
- f. 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.

**VI. UNFINISHED BUSINESS:** None

**VII. NEW BUSINESS:**

**1. Civil Service Commission to be placed on hold until further notice**

Mayor Bonfield stated the Civil Service Commission has been notified that due to financial constraints the City of Asotin will no longer have three full time officers. Therefore, the City of Asotin Civil Service no longer applies. At this time it will be placed on hold. Police Chief, Monte Renzelman stated he was informed that as long as the line item was on the budget, it has generated that officer position, therefore, the Civil Service would have to still be in place until it was official that the position was no longer. Mayor Bonfield stated she will research the situation.

**VIII. CONSULTANT/CONTRACTOR REPORTS:**

**Keller Associates, Inc.**

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

Mayor Bonfield stated there is still a list of things that need to be completed.

**IX. CLERK'S REPORT:**

**1. June 2018 Asotin Municipal Court**

The City of Asotin Municipal Court received \$3,181.00 for fines and fees for June. \$1,833.24 was distributed to the State of Washington. \$23.35 was distributed to Asotin County for Crime Victims. The city received \$1,324.41.

**2. Past Due Utility Accounts for June**

Clerk/Treasurer, Tiffany Rogers reported there were 36 past due utility accounts for June. Deputy Clerk/Tina Davidson sent out 5 shut off notices. The outstanding owing for the ones that were to be shut off was \$8,234.00. She ended up collecting \$5,336.00 and nobody's water had to be shut off. Clerk/Treasurer, Tiffany Rogers stated there is a property the state has taken for the payment of nursing home services. However, the State will not pay any debts until the person is deceased. This property has a lien with the Asotin County Auditor, therefore, the debt will be paid when the person is deceased. For now, that delinquent will appear on the listing until that time.

**3. Asotin County Jail Fees to increase by \$1.32 for 2019 for a new rate of \$66.88**

Clerk/Treasurer, Tiffany Rogers stated the city received a letter from Asotin County regarding the Housing Prisoner Rates. The Asotin County Commissioners would like to propose an increase to the 2019 housing prisoner's fees per the Interlocal Agreement of \$1.32 for a new rate of \$66.88. The proposed increase is the first since signing the Interlocal Agreement in July of 2016. Police Chief, Monte Renzelman reported the amount budgeted for 2016 was \$3,000.00 and the amount spent on Jail Fees for 2016 \$2,479.52. 2017 budget for Jail fees was \$3,000.00 the city spent \$1,524.50. 2018 budget for Jail fees is \$1,500.00 to date spent is \$888.48 of that amount \$458.00 was for one person for a whole week. We are still well under the budgeted amount. He stated according to WASPC and Asotin County figures, Asotin County has an

average daily bed rate of \$70.00, which still places us under that rate.

**DEPARTMENTS:**

**a. POLICE DEPARTMENT:**

Councilmember Loseth stated she heard there has been a drone in the area. Councilmember Loseth asked Police Chief, Monte Renzelman what are the laws regarding drones. Police Chief, Monte Renzelman stated as of right now there is no laws. The state has proposed a bill but it has not passed yet. Police Chief, Monte Renzelman stated the City of Asotin just had a case that was reported where a drone was in someone's back yard. This drone did not have a camera attached, therefore no pictures were taken. Police Chief, Monte Renzelman stated if someone was flying a drone and taking pictures of inappropriate things and if they find proof on a recording device, then police action could be taken for the inappropriate pictures. Police Chief, Monte Renzelman stated (FAA) Federal Aviation Administration rules state once the drone leaves the ground it is in air space. The City of Asotin is close to the airport, but the City of Asotin is not in the planes air path. Until the (FAA) Federal Aviation Administration and the state create and pass a law, there is nothing local governments can do. Councilmember Schneider stated he saw one flying around as it was probably for recreational use.

**b. CITY ATTORNEY:**

Mayor Bonfield stated Jane was still in court and could not attend this meeting.

**c. FIRE DEPARTMENT:**

City of Asotin Fire Lieutenant, Dwayne Paris stated there was a fire at the three mile island. There is a fire there yearly. The property is made of horse manure and saw dust. Mayor Bonfield asked how the house numbers are going. Do you think we as a city should make the decision? City of Asotin Lieutenant, Dwayne Paris stated yes the city should make the decision. There are still serious issues looking for addresses, not just on old houses but remodeled houses too. Police Chief, Monte Renzelman stated the houses look different at night than in the day. City of Asotin Fire Lieutenant, Dwayne Paris stated the City of Asotin Fire Department could take the juniors door to door with a flyer, examine the numbers and give a 90 day notice to the residents to solve the issue. Mayor Bonfield asked if he and Police Chief, Monte Renzelman would like to work together on this issue and make a plan. They both agreed.

**d. PLANNING COMMISSION: None**

- Next Regular Meeting Thursday, July 12, 2018                      7:00pm                      City Hall

**e. ASOTIN MUNICIPAL COURT:**

- Next Court Date Thursday, July 26, 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 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:**

**Agenda Related Topics**

**Joe Appleton**- None

**Jennifer Bly**- None

**Lori Loseth**- None

**Dwayne Paris**- Councilmember Paris stated he wanted to discuss the option of modifying the firework ordinance that would restrict a designated area such as the marina only to light fireworks and ban all other areas. He stated you could publicize where the fireworks can be at the marina and could also mark off for parking areas. Mayor Bonfield stated the ordinance has to be in place for a year, before it can take effect. Mayor Bonfield asked Councilmember Paris if he would like to be on the committee to do some research. He said yes and City of Asotin Fire Captain, Shawn Balzer will help him with the research too.

**Mervin Schneider**- None

**MAYOR’S REPORT:**

Mayor Bonfield stated she heard there may be a house that could be applying to be an Air B&B. The city will want to make sure what our ordinance states and/or update the ordinance to include or not to include Air B&B. The owner will need to obtain a business license and be informed of the ordinance. Main concern is fire safety, parking issues in a residential area and the renters are respectful to the neighbors. City of Asotin Municipal Code states for a Bed and Breakfast it has to go through the Planning Commission. Councilmember Bly and Councilmember Loseth will conduct the research so the city is prepared.

Mayor Bonfield asked if the council would like to further investigate PUD options. If it would lower our water rates or benefit the city. Councilmember Appleton stated he doesn’t think our rates are too much. He stated we had not raised our rates in decades, and then when we did raise them they were comparable to others in the state. Councilmember Loseth stated she would be willing to talk with Tim Simpson of PUD to get the facts and information. Mayor Bonfield stated she did some research and this is what was previously discussed when this topic was brought up once before.

- PUD Public Utility District - For Profit Entity
- City would lose water rights (417 @) in 2005 the minimum cost for water right (acre foot - 325,851 gal) was \$60,000 (\$25,020,000)
- City would have no control over what is done with the system and once it is gone we have no options to take it back.
- Yes, the City could have representatives on the board but would not have a majority.
- The PUD could determine at any time to update the City system and homeowners would be responsible for payment for those improvements...which would mean increases in water rates.
- Cost to the City to water parks and other City owned facilities. 2017- \$25,400.77. Would need to be added to general fund to pay for water if PUD owned.
- Lose all water revenues - large part of this revenue pays for City Clerk and Public Works Supervisor salary.
- There are no water rights to be had, the Tribe owns all of the Snake River Corridor water. We hooked into the PUD system because we do not have enough water rights to continue building in the City.

**XI. RESOLUTIONS & ORDINANCES:**

**1. Resolution 2018-621** A Resolution of the City Council of the City of Asotin, Washington, Providing for the Submission of a Proposition to the Qualifying Voters of the City of Asotin at the November 6, 2018 General Election for their Ratification or Rejection, Providing for Authority to Levy an Increase in the Regular Property Tax Levy at the Rate of \$3.15 per \$1,000 of Assessed Value Which is in Excess of the Limit Factor Established in RCW 84.55.005 and 84.55.010; Setting Forth the Ballot Proposition; Directing the City Clerk to Certify to the County Auditor a Certified Copy of this Resolution; and Providing for Other Matters Properly Related Thereto. Councilmember Bly made a motion to approve Resolution 2018-621 A Resolution of the City Council of the City of Asotin, Washington, Providing for the Submission of a Proposition to the Qualifying Voters of the City of Asotin at the November 6, 2018 General Election for their Ratification or Rejection, Providing for Authority to Levy an Increase in the Regular Property Tax Levy at the Rate of \$3.15 per \$1,000 of Assessed Value Which is in Excess of the Limit Factor Established in RCW 84.55.005 and 84.55.010; Setting Forth the Ballot Proposition; Directing the City Clerk to Certify to the County Auditor a Certified Copy of this Resolution; and Providing for Other Matters Properly Related Thereto. Seconded by Councilmember Appleton. Councilmember Paris stated he agrees to get it on the ballot. He would like to see the distribution for the General Fund Budget with the new dollar amount to be collected. All Ayes. Motion carried.

**EXECUTIVE SESSION: RCW 42.30.110 – (i)–contracts 6:25pm-7:31pm**

Mayor Bonfield asked for an Executive Session for 15 minutes regarding contracts. 6:40pm Mayor Bonfield asked for an extension to the executive session for an additional 30 minutes. 7:10pm Mayor Bonfield asked for an extension to the executive session for an additional 25 minutes. Council agreed to continue discussions with Asotin County.

**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 7:32pm.

---

Mayor Bonfield

---

Clerk/Treasurer, Tiffany Rogers