

ASOTIN CITY COUNCIL MINUTES
March 12, 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, JoAnne Miller, Ed and Candy Becker, Kevin and Kerry Cope

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 Candy Becker asked Mayor Bonfield what the protocol for office staff is when a conversation is had between a customer and personnel. Mayor Bonfield stated she would contact Candy so she could discuss this matter with her over the phone.

Resident, Charlotte Tuttle stated the Asotin County Sheriff mentioned the upcoming conversation about sharing the justice issues with the county. Charlotte Tuttle stated she does not want to lose the Asotin Police Chief. Police presents are important.

V. CONSENT CALENDAR:

1. Minutes of February 26, 2018 Regular Meeting
2. Expense Checks- #40747-#40769 \$31,002.91 to include EFT's
3. Payroll Checks- #40735-#40746 \$35,580.37 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 Loseth. There was no discussion. All Ayes. Motion carried. Councilmember Appleton made a motion to approve the absents of Councilmember Tucker. Seconded by Councilmember Schneider. There was no discussion. Appleton, Loseth, Schneider Ayes. Bly Nay stating Councilmember Tucker should have called. Motion carried.

VI. UNFINISHED BUSINESS: None

VII. NEW BUSINESS:

1. **Easement to Cope 417 Cleveland Street**

The GRANTOR The City of Asotin for and in consideration of \$10.00 does hereby grant and

convey to the GRANTEE(S) Kevin and Kerry Cope a perpetual, non-Exclusive easement for Ingress, Egress and utilities over, under and across that part of "Town of Asotin" parcel as shown the plat of "Assessor's Tax Plat No.1, Asotin County, Washington, described as Follows: Beginning at the Southwest corner of said "Town of Asotin" parcel; thence South 85°32'46" East, along the South line of said "Town of Asotin" parcel, 10 feet; thence North 19°46'32" West 32.68 feet, to the West line of said "Town of Asotin" parcel; thence South 2°04'46" East, along said West line 30 feet more or less to the Point of Beginning situated in the County of Asotin, City of Asotin, State of Washington which easement shall run with the land. Councilmember Appleton made a motion to approve the Easement to Kevin and Kerry Cope on 417 Cleveland Street. 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

Mayor Bonfield stated this project is still open because Western Construction is holding up the bond due to getting late payments from the contractor.

b. Cleveland Street Sidewalk Project

Mayor Bonfield stated there are issues with compaction. There was no base underneath the old sidewalk. Tomorrow they will test before going forward. This will be a month long project.

c. 2nd Street Stormwater Project

This project is scheduled for three months however, they are already ahead of schedule.

IX. CLERK'S REPORT:

1. February 2018 Asotin Municipal Court

The City of Asotin Municipal Court received \$3,556.00 for fines and fees for February. \$1,978.68 was distributed to the State of Washington. \$27.38 was distributed to Asotin County for Crime Victims. The city received \$1,549.94.

2. Past Due Utility Accounts for February

Clerk/Treasurer, Tiffany Rogers reported there were 43 past due utility accounts for February.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman has been helping the Asotin-Anatone School District with the Asotin High School Principal selection. There are seventeen candidates. Friday, March 16th from 5pm-6pm the community members will have the opportunity to interview, give input and meet the top two candidates.

b. CITY ATTORNEY: Absent

c. FIRE DEPARTMENT: None

d. PLANNING COMMISSION:

- Next Regular Meeting Thursday, June 28th or July 5, 2018 7:00pm City Hall

e. CIVIL SERVICE COMMISSION:

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

Mayor Bonfield stated since we no longer have three officers we are not sure what will happen with Civil Service. However, since the city still has a line item in the budget for a third officer we still have to have civil service until a decision is made.

f. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, March 22, 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 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:

Mervin Schneider- Councilmember Schneider stated PTBA meets this week.

Joe Appleton- Councilmember Appleton stated the flag pole and sitting area was finished at the cemetery. He wants to thank everyone who donated money and time for completing the project.

Mike Feil of the Mason’s would like to have a ribbon cutting ceremony before Memorial Day.

Jennifer Bly- None

George Tucker- Absent

Lori Loseth- None

MAYOR’S REPORT:

Cemetery

Mayor Bonfield showed pictures of the new cemetery flag pole and sitting area that was donated by the American Legion Post #246, Merchant Funeral Home, Jetco Machine-Tony Maiorana, J&M Reiner Construction, Early Bird Supply, Mike Feil and Randy Martz. Mayor Bonfield stated that Mike Feil was going to talk with the Mason’s as they might consider doing a community service project at the cemetery. Mayor Bonfield stated the head stones are in need of repairs and maybe they could fix those as a project. Mayor Bonfield went to the cemetery today and stated there are a lot of huge tumble weeds. Councilmember Schneider stated he would volunteer to clean up. Mayor Bonfield stated she would like a committee to discuss maintaining the cemetery and possibly raising plot costs to do upgrades at the cemetery. Councilmember Appleton and Schneider volunteered to be the committee. Councilmember Loseth stated she and Jenni Light would collaborate with the colleges and see if the students could do a GPS project.

City Dump Truck

Mayor Bonfield stated the city Dump truck sold on the “Public Surplus” website for \$9,100.00. The minimum bid was \$6,500.00.

Asotin Boat Launch and Jetty

Port of Clarkston Manager, Wanda Keefer is in Washington DC discussing the Asotin Boat Launch and Jetty issue with the U.S. Army Corp of Engineers. Senator, Maria Cantwell would like additional information. There are three more meetings to be scheduled. Mayor Bonfield stated, if anybody can do it, Wanda can. Senator, Maria Cantwell suggested moving money out of the U.S. Army Corp of Engineers recreation budget and place it into the O&M budget. There are twenty more items of information that is needed. Councilmember Bly and Mayor Bonfield will prepare the information and send it.

XI. RESOLUTIONS & ORDINANCES:

- 1. Second 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 Second 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 Appleton. There was no discussion. All Ayes. Motion carried.

EXECUTIVE SESSION: RCW 42.30.110 (c) 6:10pm–6:20pm

Mayor Bonfield asked for an Executive Session for 10 minutes regarding the sale of property.

Councilmember Bly made a motion to surplus the 1.28 acres of land owned by the City of Asotin Legal Description Pt of Filmore ST Extended S & Pt S&E of Tax Plat Lot 7 of Unplatted Asotin. Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

Councilmember Schneider made a motion to sell the property to a non-governmental entity by Negotiated Sale per Asotin Municipal Code 3.44.040 (3) for the listing price of \$30,000.00. This would afford the city a reasonable return from the transaction as it is in the public's interest to return this property, so property taxes can be collected. A governmental entity does not pay property taxes. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

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 6:26pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers