

ASOTIN CITY COUNCIL MINUTES
March 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.

Mayor Bonfield asked for a moment of silence for the passing of Councilmember George Tucker.

ROLL CALL: Joe Appleton, Jennifer Bly, Lori Loseth

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman, City Attorney, Jane Richards, Fire Chief, Noel Hardin

PRESS: KLEW TV

AUDIENCE: Charlotte Tuttle, Elaine Greene, JoAnne Miller, Candy Becker, Asotin County Fair Board President, Peggy Hansford, Kevin and Kerry Cope, Evan Southwick, Asotin County Commissioner, Chris Seubert, Rod and Debbie Hostetler

III. CONSENT CALENDAR:

a. Minutes of March 12, 2018 Regular Meeting

b. Expense Checks- #40770- \$76.00 #40780-#40799 \$31,346.90

c. Payroll Checks- #40771-#40779 \$15,967.54 to include EFT's

d. Voids- #40777

e. 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.

IV. RESOLUTIONS & ORDINANCES:

1. Resolution #2018-614 A Resolution of the Council of the City of Asotin Being a Resolution Declaring Certain Property Surplus

Councilmember Bly made a motion to approve Resolution #2018-614 A Resolution of the Council of the City of Asotin Being a Resolution Declaring Certain Property Surplus.

Seconded by Councilmember Appleton. There was no discussion. All Ayes. Motion carried.

V. PUBLIC HEARING: 5:40pm- 6:00pm

Mayor Bonfield stated this is a Public Hearing for consideration of selling City of Asotin surplus real property Legal Description Pt of Filmore ST Extended S & Pt S&E of Tax Plat Lot 7 of Unplatted Asotin, 1.28 acres, Parcel Number 1-049-00-033-0000. There is no gas, electric, water or sewer connection to this property. Mayor Bonfield stated the floor is now open for comment.

Asotin County Commissioner, Chris Seubert, Evan Southwick, Kevin and Kerry Cope and Rod and Debbie Hostetler had concerns about the access to the property. They also had concerns about dust, traffic control, fire access, pavement vs graveled road, elevation steepness and maintenance costs if a road was created at Filmore. Mayor Bonfield stated there is a possibly of access to the property off

the extension of the Meador Street and the Fairgrounds Road. Rod Hostetler stated he wants to express his interest in purchasing the property. Rod Hostetler asked what the asking price is. Mayor Bonfield stated with the appraisal value, survey, appraisal costs, and closing costs the council decided a minimum of \$30,000.00 would be the asking price. Rod asked what the process on selling is. Mayor Bonfield stated the property will be sold to a non-governmental entity by Negotiated Sale per Asotin Municipal Code. 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. Mayor Bonfield stated there is so much property that is not on the tax rolls in the city limits. Mayor Bonfield stated the council will have an executive session. This time now is for comments. Debbie Hostetler wanted to know what legalities are of selling surplus property. Mayor Bonfield stated the city has a process through Ordinance #2015-796. City Attorney, Jane Richards stated the council has chosen to do a negotiated sale. Bids will not be accepted. Kerry Cope stated he would like to place an offer. He asked Mayor Bonfield how he would put an offer on the property. Mayor Bonfield stated all the information will be posted on the City of Asotin Website. Mayor Bonfield stated others can make an offer. Mayor Bonfield stated the person who made an offer is building a house therefore, the property will be placed on the tax rolls. Debbie Hostetler stated there are no guarantees that the person who offered to purchase the land could build five or six houses. Mayor Bonfield stated that person would still follow all City of Asotin Codes and whatever is permissible by code. Asotin County Commissioner, Chris Seubert, stated he came to the council a year ago about doing a land swap or boundary land adjustment. Mayor Bonfield stated it is not accessible, we have a narrow piece of property. Asotin County Commissioner, Chris Seubert stated the county has a piece that is rectangle, just do a boundary line adjustment, and it would be a square then the city could have a larger piece of property to sell. Asotin County Commissioner, Chris Seubert approached the Mayor with a map. Councilmember Bly asked Rod Hostetler what you would do with the property if he purchased it. Rod Hostetler stated he would trade with the county, keep a couple buildable spots and make it so it's good for the fair too.

VI. 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.

VII. UNFINISHED BUSINESS: None

VIII. NEW BUSINESS:

1. City of Asotin EMS Levy Discussion

City of Asotin Fire Chief, Noel Hardin stated the City of Asotin EMS Levy will expire in 2018. The State of Washington offers a six or ten year levy. It also offers a lifetime PERMANENT levy. Fire Chief, Noel Hardin would like the council to discuss taking the expiration date away and go with a lifetime PERMANENT levy to save on election costs and to ensure a foundation to work on for years to come. The levy rate will stay the same rate at .50 per 1,000 of assessed value per state statute. This is not a new levy. It is the same EMS program in Asotin that everyone has been paying for years and years. The Asotin County Fire District took this action last election and it passed and was well received. A property that is assessed at 200,000 property taxes for the EMS levy would be \$100.00 per year. Fire Chief, Noel Hardin suggested placing this on the Primary Election which the Resolution will have to be filed with the Asotin County Auditor's office on or before May 11th. Fire Chief, Noel Hardin asked if the council would like to push forward with this proposal. The council

was in agreement. Clerk/Treasurer, Tiffany Rogers will prepare the Resolution for the next council meeting.

2. Discussion of Council Position

Mayor Bonfield asked the council how they would like to proceed with filling the vacant council position. The council agreed to start accepting Letters of Interest.

IX. CONSULTANT/CONTRACTOR REPORTS:

Keller Associates, Inc.

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

The new WWTP vehicle will be delivered within the next 30 days. The old pickup will be surplus and be placed on the public auction site.

b. Cleveland Street Sidewalk Project

Mayor Bonfield reported that a bone was found during the Cleveland Street Sidewalk Project last week. Protocol was followed as prescribed by the Inadvertent Discover Plan. Construction stopped immediately. The bone was not disturbed and no pictures were allowed. The City of Asotin Police Chief, Asotin County Coroner, Nez Perce Tribe and DAPH were all notified of this situation. The bone was found not to be of human origin. The entire process took an hour and half. Clerk/Treasurer, Tiffany Rogers has it documented per a timeline. Mayor Bonfield stated this was a great test for all parties to learn their rolls of responsibly when it comes to preserving and respecting the tribe's wishes. The city is committed to protecting the tribe's artifacts and bones. Mayor Bonfield thanked Public Works Maintenance Worker, Kirk Frye and Police Chief, Monte Renzelman for taking the lead on this project.

c. 2nd Street Stormwater Project

This was scheduled to be a 90 day project but they are already ahead of schedule and maybe completed by fair.

X. CLERK'S REPORT:

1. Asotin LIONS Easter Egg Hunt Sunday, April 1st. In honor of long time LIONS member Robert Van Pelt his wishes were to host a special needs Hunt. This will be the first annual special needs Hunt that will start at 11am. 2nd Hunt starts at 1pm.

Clerk/Treasurer, Tiffany Rogers stated the Asotin LIONS Club will be hosting an Easter Egg Hunt Sunday, April 1st. In honor of long time LIONS member Robert Van Pelt his wishes were to host a special needs Hunt. This will be the first annual special needs Hunt that will start at 11am. 2nd Hunt starts at 1pm. Mayor Bonfield reported there is going to be a bench placed in front of the LIONS Club in honor of Bob Van Pelt.

DEPARTMENTS:

a. POLICE DEPARTMENT:

Police Chief, Monte Renzelman met with a group of parents about the safety issues at the school. It was great open communication and was a productive meeting. It was great to have parents involved with a good thinking process.

Police Chief, Monte Renzelman attended an Active Shooter class that was presented by Homeland Security at Schweitzer Engineering. It was a very good training.

Police Chief, Monte Renzelman has been helping the Asotin-Anatone School District with the Asotin High School Principal selection. Brendan Johnson will be the new principal. Police Chief, Monte Renzelman stated he is looking forward to his new direction.

Police Chief, Monte Renzelman has been asked to be on the Jail committee that is looking for options to either re-do the jail, build a new jail, or outsource the jail services. It is an intense committee and the people are willing to meet and accomplish something. Councilmember Bly asked Police Chief, Monte Renzelman, since you are the only officer how are you handling all these meetings. Police Chief, Monte Renzelman stated the last two weeks have been busy, a lot of people have been in his office but we will make it work. Councilmember Loseth stated we cannot run you ragged. Councilmember Bly asked how many hours have you been working? Police Chief, Monte Renzelman stated the last time sheet recorded 168 hours which from the dates of the 1st-15th. Police Chief, Monte Renzelman stated safety of the citizens if number one.

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT:

Police Chief, Monte Renzelman stated he seen on Facebook that the Jr. Fire Fighters are doing great things. Police Chief, Monte Renzelman stated it was really awesome and Public service is a hard area to find volunteers. Police Chief, Monte Renzelman wanted to thank Shawn Balzer, Dwayne and Amy Paris, Eric Heier, Blake Neace, Keith Weissenfels, Mike Cooper, Mark Stevens and Noel Hardin for starting and being involved in the Jr program.

Clerk/Treasurer, Tiffany Rogers stated she attended the Jr. Fire Fighters banquet. There were four seniors who attended the HAMMER training in the Tri-Cities. They are now certified to fight a live fire. The City of Asotin Volunteer Fire Department is growing. Awards were given to each student for their accomplishments in training for a year of EMS and Fire. Mayor Bonfield stated she appreciates all the people in the community who are stepping up.

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

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
- 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 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

XI. COUNCIL COMMUNICATIONS:

Mervin Schneider- Absent

Joe Appleton- Councilmember Appleton stated there is water run off at 1307 4th Street. Mayor Bonfield stated we need to provide that information to Keller when they start the 4th Street overlay project. Maybe a berm can be installed on the north side of road. To install stormwater on 4th Street will cost over one million dollars. Councilmember Appleton and Councilmember Schneider met to discuss the care and the upkeep of the City of Asotin Cemetery. There are issues with headstones being placed incorrectly. One situation the stone was placed at the foot of grave, instead of the head of the grave. Jo Anne Miller stated the museum has a card for each buried person if the city needs to check the records. City Attorney, Jane Richards stated she will recruit community service workers to get ready for Memorial Day Cemetery Ceremony.

Jennifer Bly- Councilmember Bly stated she is sorry to see that Kirk Frye is leaving the city. He was an asset to the city. Councilmember Bly asked if the city is going to rehire. Mayor Bonfield stated if nothing else until we get an ad out, we need someone to come in and help for mowing which takes a tremendous amount of time. Mayor Bonfield stated the city will hire full time again since the position only has \$2,500.00 of salary out of the General Fund.

Lori Loseth- Councilmember Loseth offered to help Councilmember Appleton with committees that were filled by Councilmember Tucker.

XII. MAYOR’S REPORT:

Mayor Bonfield stated that Julie Hancock donated \$30,000.00 worth of playground equipment to the City of Asotin. However, the city cannot accept it due to it is inside playground equipment and the cities insurance will not cover it.

Mayor Bonfield reported the dump truck at auction brought \$9,100.00 to the highest bidder. However, that bidder backed out. Therefore, the next bid was \$8,000.

The Community Center, site of the historic church on First Street had ceiling lights that were surplus. The lights were also placed on the Public Auction bid site and the city will receive \$351.00. A person from Florence Oregon will be picking up the lights. The Public Auction site does not charge the city to use the site, 10% goes to the buyer and the Public Auction site takes care of fees and payments.

EXECUTIVE SESSION: RCW 42.30.110 (c) 6:32pm- 6:52pm

Mayor Bonfield asked for an Executive Session for 20 minutes regarding the sale of property.

6:52pm-7:19pm

Mayor Bonfield asked for an extension of the Executive Session for an additional 30 minutes to visit the site of the surplus property.

Council’s decision is to following through with a Negotiated Sale.

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Appleton. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 7:20pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers