

**ASOTIN CITY COUNCIL MINUTES**  
**May 14, 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

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers

**PRESS:** None

**AUDIENCE:** Elaine Greene, Sharon Claassen, Delores Grasser, Jo Anne Miller, Elaine Nagle, Cora Munden, Hannah Lloyd, Kaela Southwick, Taylen Wohl, Chase Blank, William Puck, Maria Klement, Jacob Lewis

**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, Delores Grasser of 1009 2<sup>nd</sup> Street stated the dust was unbearable during the Second Street Stormwater project. She has asthma problems and had to ask for the water truck three times. She stated she talked to someone on the project but did not contact City Hall. Councilmember Appleton stated always feel free to contact City Hall with issues.

Resident, Elaine Nagle of 1005 2<sup>nd</sup> Street had three questions.

- 1). Is the city going to install sidewalks on 2<sup>nd</sup> Street? Mayor Bonfield replied no.
- 2). Is 2<sup>nd</sup> Street going to be an overlay or completely done? Mayor Bonfield replied completely done. The road will be paved at the standard road width. There will be a rolled curb to the edge of the property line and then gravel will fill in from the area of the standard road width.
- 3.) Elaine Nagle stated she has been monitoring the new Stormwater system. The water is going right down Jefferson Street so the system is not working. All three times when it has down poured the water is going down to the drain system on to First Street.

Elaine Nagle stated her front yard was an open scab. She asked the contractor if she could have the dirt back that was removed. He stated it was already spoken for. So now she has polluted dirt put back in her front yard that has rocks. She talked to the contractors to ask if they would put top soil and roll it. They did put top soil, but would not roll it. They planted the grass but now every time it rains the rocks come to the surface. Had she known ahead of time, she would have had them place the dirt on her property. She stated there was a six foot tall piece of equipment that was placed in her front yard. She also asked about the aluminum sieve pipe that went across 2<sup>nd</sup> Street for waste water and how were they going to keep the debris out of the rain gutter. Mayor Bonfield stated that will be a Stormwater issue. Stormwater has a VAC truck for that type of issue. Councilmember

Appleton asked Elaine Nagle if she had contacted City Hall about these issues. She stated she just talked to the person who was in charge at the project site. Councilmember Appleton stated always feel free to contact City Hall with issues.

Elaine Nagle stated she wants to put some decorative items in her yard, but is afraid to do so until the street is paved. Elaine Nagle asked Mayor Bonfield if she should wait. Mayor Bonfield stated to Elaine Nagle do not put any decorative items until the street is paved.

Delores Grasser asked who is going to be responsible for fixing the road until it can be paved. The contractor is responsible for any repairs that were caused by contractor's machinery. Mayor Bonfield explained the current road does not have a base that is why there are so many pot holes and loose asphalt. Mayor Bonfield stated the City of Asotin will be applying for (TIB) Transportation Improvement Board Funds this fall to pave 2<sup>nd</sup> Street. The City of Asotin has applied for matching funds through the MPO to compete the 2<sup>nd</sup> Street project.

**V. CONSENT CALENDAR:**

- a. Minutes of April 23, 2018 Regular Meeting
- b. Expense Checks- #40889-#40891 \$2,326.34 #40941-#40973 \$88,868.26 to include EFT's
- c. Payroll Checks-#40894-#40905 \$28,875.08 to include EFT's
- d. Voids- #40892-#40893 #40906 EFT \$4,892.03 #40907-#40939
- e. Approval of Unexcused and/or Excused Councilmember's absents

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

**VI. UNFINISHED BUSINESS: None**

**VII. NEW BUSINESS:**

**1. Decision of Open Council Position**

Councilmember Loseth stated there are three applicants. Councilmember Loseth and Schneider will conduct interviews on Thursday. The recommendation will be made at the Tuesday, May 29<sup>th</sup> Council meeting.

**2. 2018 Older Americans Month Proclamation**

Mayor Bonfield read the Proclamation for the Older Americans Month. The month of May is designated as the Older Americans Month. Whereas, the City of Asotin has communities of older Americans who enrich and strengthen our community and who are committed to engaging and supporting older adults, their families, and caregivers. The City of Asotin is committed to take charge of their health, explore new opportunities, activities, and focus on independence. The City of Asotin acknowledges the importance of taking part in activities that promote physical, mental, and emotional well-being – no matter you age. Promoting home-and community-based services that support independent living and involving older adults in community planning, events, and other activities and providing opportunities for older adults to work, volunteer, learn, lead, and mentor. Now therefore, the City Council of the City of Asotin, Washington, hereby proclaims May 2018 to be Older Americans Month, and urges every resident to take time during this month to acknowledge older adults and the people who serve them as influential and vital individuals who greatly contribute to our community. Councilmember Appleton made a motion to approve the 2018 Older Americans Month Proclamation. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

**3. Stormwater Presentation**

Clerk/Treasurer realized after the council meeting the presentation is scheduled for Tuesday, May 29<sup>th</sup>.

**VIII. CONSULTANT/CONTRACTOR REPORTS:**

**Keller Associates, Inc.**

- a. USDA (Rural Development) Waste Water Treatment Plant Upgrade**  
Waiting for vendors to turn in their releases
- b. Cleveland Street Sidewalk Project**  
This project is completed
- c. 2<sup>nd</sup> Street Stormwater Project**  
Project should be finished within two weeks.

**IX. CLERK'S REPORT:**

**1. Past Due Utility Accounts for April**

Clerk/Treasurer, Tiffany Rogers reported there were 32 past due utility accounts for April.

**2. April 2018 Asotin Municipal Court**

The City of Asotin Municipal Court received \$2,393.00 for fines and fees for April. \$1,198.64 was distributed to the State of Washington. \$20.69 was distributed to Asotin County for Crime Victims. The city received \$1,173.67.

**3. Asotin Cemetery Clean Up Day May 19th @ 9am**

Volunteers needed

**4. Asotin City Cemetery Memorial Day Ceremony May 28th @ 11am**

Special Guests

- American Legion Post #246
- Asotin Police Chief, Monte Renzelman
- Clarkston High School JROTC
- Clearwater Pipe and Drums

**5. 4th Monday Council Meeting for May will be on Tuesday, May 29th @ 5:30pm due to the Memorial Day Holiday**

**6. Set Town Hall Meeting to discuss Fire, Police, Marina and Levy Lid Lift**

The council chose Tuesday, June 19<sup>th</sup> @ 6:30pm in the council chambers for a Town Hall Meeting to discuss Fire, Police, Marina and the Levy Lid Lift.

**DEPARTMENTS:**

**a. POLICE DEPARTMENT:** None

**b. CITY ATTORNEY:** None

**c. FIRE DEPARTMENT:** None

**d. PLANNING COMMISSION:** None

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

Position Open on the Planning Commission, Opened until filled.

**e. CIVIL SERVICE COMMISSION:**

- Next Regular Meeting Wednesday, June 13, 2018 1:15pm City Hall

**f. ASOTIN MUNICIPAL COURT:**

- Next Court Date Thursday, May 24, 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 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**- Absent

**Joe Appleton**- None

**Jennifer Bly**- Councilmember Bly stated she attended the MPO Policy Board meeting. In 2019 they will be designing an overlay for the Southway Bridge and reconstructing in 2020. They are trying to decide if they want to keep one lane open at a time or close the bridge all at once. Each year the MPO receives \$575,000 from the WSDOT. They have a call out for projects that each entity can put in for a project. However, this year it is different. Some entities have not finished their transportation plans. City of Asotin is finished with their plans. Therefore, in 2019 Asotin will receive \$9,000 for the 2<sup>nd</sup> Street Design Plan and \$35,000 match funds for the paving of 2<sup>nd</sup> Street.

**Lori Loseth**- Councilmember Loseth stated she has started the Cemetery GPS platting project. A GPS unit has been donated that will be shared with the city and the college. This will make it easier for the Public Works Department to plot with digitized records going forward. Measuring has been an issue. It is time consuming and burials are inaccurate. Some headstones are at the foot of the graves. Councilmember Loseth mentioned to the students attending the meeting tonight that if anybody is going to be attending Walla Walla Community College to contact Lori Loseth and they can help with this project. Asotin County Public Works created an overlay Goggle Earth Map of the cemetery plots. The older graves are not in sink. Mayor Bonfield stated the cemetery is old and there is one grave from the Indian War. The goal is to try to make sure it is accurate and selling people the correct plots.

**MAYOR’S REPORT:**

**Parking**

Mayor Bonfield stated people are still parking in the no parking area in front of the grocery store, located on First Street and Filmore making it impossible for vehicles to see pedestrians. Mayor

Bonfield will ask Public Works Superintendent, Bob Portlock to find permanent cones to put in the black top.

### **Asotin Boat Launch and Jetty**

Mayor Bonfield stated she had a conference call will commerce regarding funding for the Asotin Boat Launch and Jetty. The U.S. Army Corp of Engineers is not going to process our permits until we pay them \$80,000 to process, therefore we are asking commerce to help pay for the permitting. Port of Clarkston Manager, Wanda Keefer was in Washington DC to ask for \$100,000.00 of funding to be given to the U.S. Army Corp of Engineers. She was told if the U.S. Army Corp of Engineers was given \$100,000.00 they would use it on Charbonneau Parks drinking water.

Elaine Nagle asked about using the marina at the other end of town. Mayor Bonfield stated that area has been looked at. However, we have lost pickups and boats due to the swift water and that area is not good for the elderly or handicap. Mayor Bonfield asked Elaine Nagle if she had seen the new plans for the new Marina. Elaine Nagle replied no. The new plan prepares for elderly and handicap accessibility and has a plan for the siltation.

Delores Grasser asked Mayor Bonfield if she had considered the safety hazard of the big boats and big pickups with the school crossing and school children. Mayor Bonfield stated yes that has been examined and taken into consideration.

### **FLAP Funding**

Mayor Bonfield stated the city will know by May if we will receive FLAP funding to redo the bathrooms, lighting and black top at the marina.

## **XI. RESOLUTIONS & ORDINANCES:**

- 1. Resolution #2018- 618** 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 \$1.00 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- 618 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 \$1.00 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. There was no discussion. All Ayes. Motion carried.
  
- 2. First reading of Ordinance #2018-830** Being an Ordinance Amending Chapter 13.10 and 13.30 Adding A New Section 13.10.655 and 13.30.725 Titled Criteria for Waiving Water/Sewer Late Fees of the Asotin Municipal Code Providing for the Effective Date Hereof Councilmember Bly made a motion to approve the first reading of Ordinance #2018-830 Being an Ordinance Amending Chapter 13.10 and 13.30 Adding A New Section 13.10.655 and 13.30.725 Titled Criteria for Waiving Water/Sewer Late Fees of the Asotin Municipal Code Providing for the

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

**EXECUTIVE SESSION: RCW 42.30.110** - None

**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 6:14pm.

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Mayor Bonfield

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Clerk/Treasurer, Tiffany Rogers