

ASOTIN CITY COUNCIL MINUTES
September 24, 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 Paris Led the Pledge of Allegiance.
- ROLL CALL:** Jennifer Bly, Lori Loseth, Dwayne Paris, Mervin Schneider
- STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, Deputy Clerk, Tina Davidson, City Attorney, Jane Richards
- PRESS:** None
- AUDIENCE:** Kim Prisock, Department of Ecology, Elaine Greene, Jo Anne Miller, Elaine Nagle, Ed Becker, Jordan Moss, Randee Moss
- 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.
- V. CONSENT CALENDAR:**
- a. Minutes of September 10, 2018 Regular Meeting**
 - b. Expense Checks-** #41302-#41336 \$48,773.31
 - c. Payroll Checks-** #41294-41301 \$15,499.48 To Include EFT's
 - d. Voids-** None
 - e. Approval of Unexcused and/or Excused Councilmember's absents**

Councilmember Bly made a motion to approve the consent calendar. Seconded by Councilmember Paris. Councilmember Schneider wanted to know if the \$12,955.13 check written to PUD was that part of the TIB grant. Mayor Bonfield stated no that was paid for from the water funds. All Ayes. Motion carried.

Councilmember Paris made a motion to approve the absents of Councilmember Appleton. Seconded by Councilmember Loseth. There was no discussion. All Ayes. Motion carried.

VI. UNFINISHED BUSINESS:

- 1. Riverpointe Park**
Tabled

VII. NEW BUSINESS:

- 1. Bill Frye to receive Waste Water Treatment Plant Award and Plaque**
Department of Ecology, Kim Prisock presented a Special Recognition Award plaque for five consecutive years of outstanding performance 2013-2017 to Waste Water Treatment Plant Operator, Bill Frye from the Washington State Department of Ecology who recognizes the

exemplary effort and work accomplished by the City of Asotin and the dedication team at the Asotin Waste Water Treatment Plant. Department of Ecology, Kim Prisock stated the Snake River provides life and protecting that is a big deal. The last five years substantial upgrades and projects have been done to the Asotin Waste Water Treatment Plant. Even with that much activity you kept the treatment plant safe. Within the five years there have been no violations, never missed a test which equates to 50 samples a month, 600 sample a year and 3,000 samples within five years that have not been missed. Of approximately 300 wastewater treatment plants statewide Asotin is one of 111 that achieved full compliance with its National Pollutant Discharge Elimination System (NPDES) permit in 2017. Wastewater treatment plants in Washington were evaluated for compliance with the effluent limits, monitoring and reporting requirements, spill prevention planning, pretreatment, and overall operational demands of the NPDES permit. Kim Prisock from Department of Ecology stated it takes diligent operators and a strong management team, working effectively together, to achieve this high level of compliance. It is not easy to operate a wastewater treatment plant 24 hours a day, 365 days a year, without violations. Ecology appreciates the extraordinary level of effort the Asotin plant operators demonstrated throughout 2017. Talented and proficient operators are critical to successful plant operations and protecting the health of Washington's waters. Your excellent record is a credit to the dedicated operators who are responsible for running this award-winning plant. This is the tenth time the City of Asotin has received this award since the program was started. Waste Water Treatment Plant Operator, Bill Frye thanked the council and thanked the Department of Ecology for all their support. Councilmember Loseth stated Bill Frye is great representative to our city.

2. Accepting the American Fire Fighter Grant and providing matching funds

The City of Asotin Fire Department was awarded the (DHS) FY 2017 Assistance to Firefighters Grant to replace the self-contained breathing apparatus. (SCBA's/ breathing packs, masks and bottles) This is a \$150,780 thousand dollar award. The City of Asotin match funds will \$7,500 and \$8,500 dollars. This expense was budged for in 2018. This is very exciting and a boost for the Asotin Fire Department. Councilmember Schneider made a motion to accept the FY 2017 Assistance to Firefighters Grant. 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**
- b. 2nd Street Stormwater Project**
- c. TIB 4th Street Rehabilitation**

Construction has started a notice was placed on each door, it is posted in the post office and on the reader board.

IX. CLERK'S REPORT:

1. August 2018 Asotin Municipal Court

The City of Asotin Municipal Court received \$3,631.00 for fines and fees for August. \$2,088.53 was distributed to the State of Washington. \$26.71 was distributed to Asotin County for Crime Victims. The city received \$1,515.76.

DEPARTMENTS:

a. POLICE DEPARTMENT: Absent

b. CITY ATTORNEY: None

c. FIRE DEPARTMENT:

City of Asotin Volunteer Fire Department

The Asotin Fire Department responds to all fire and medical calls within the city and to aid requests in adjoining jurisdictions. Currently the department is operated by 3 Firefighter-EMTs, 3 Firefighters, 2 EMTs, and 14 JR program recruits that are being trained alongside the first responders. This brings our department total to 22 members. The EMTs operate a QRU (Quick Response Unit) to arrive on scene quickly to stabilize the patient and prepare the patient for transport by ambulance. They also provide standby services to rodeos, the Asotin County Fair, and local football games. The Asotin Fire Department works closely with Asotin County Fire District #1 in all aspects of training, qualifications, standards, equipment operations and fire response. ACFD#1 Fire Chief, Noel Hardin, is contracted through the Fire Department Budget to administer our department. This team environment, of a administration, training, and equipment sharing, helps both departments fire rating, which in turn lowers homeowner's insurance rates. Below is a history of calls for the past 3 years. As you can see, the department is on track to meet or exceed the number of calls for service from the preceding two years.

	2016		2017			2018 YTD		
Fire	Medical	Events	Fire	Medical	Events	Fire	Medical	Events
20	56	13	24	56	14	25	35	8

City of Asotin Fire Lieutenant, Dwayne Paris went through the following alleyways:

- 400 Block
- 800 Block
- 900 Block
- 1100 Block

Alley between 2nd and 3rd

- 200 Block
- 400 Block
- 500 Block
- 600 Block
- 800 Block

City of Asotin Fire Lieutenant, Dwayne Paris drove the fire truck through the alleyways to determine if brush or trees hit the truck on the sides or the windshield. The Juniper bushes, cane weeds and trees are all over grown and need trimmed. If these items are not trimmed, the emergency personnel may have to park a block away to get to the person who needs help. Mayor Bonfield stated it is the homeowner's responsibility to trim these items. She stated she is not sure of the best way to notify the individuals. However, if the homeowner does not take care of the trimming the city will have to complete the job so emergency personnel can get through and the city will bill the homeowner. City of Asotin Fire Lieutenant, Dwayne Paris stated Kings Lane has been cleared. He also stated at the end of 2nd to 3rd Street there is a property that has tin stacked in the alleyway. However, tin is blowing into the alleyway. Mayor Bonfield stated all bushes and trees need trimmed from all alleyway entries and exit ways for site issues when turning in and out of the alleyways.

Resident, Elaine Nagle thanked City of Asotin Fire Lieutenant, Dwayne Paris for always checking things out and stopping to talk to the people to see what their needs are.

d. PLANNING COMMISSION:

- The Planning Commission, by majority vote, supported the Moss (411 King's Lane) variance. Supporting: the fence was not blocking views from surrounding neighbors. There was no testimony against the fence. Replacing trees was not a good option. The fence will account for the additional wind load (reason, according to international building code, for special permitting for fences higher than 6 feet). Denying: not all of the criteria listed in code for granting a variance were met. There are alternatives instead of building a fence that high for privacy. Over 6' fence is classified as a "structure" and would need to be permitted.
- Next Planning Commission meeting will be Thursday, November 8th 6:30pm
 - Public Hearing on a Variance Application for 508 3rd Street Asotin WA to build a shop

e. ASOTIN MUNICIPAL COURT:

- Next Court Date Thursday, September 27, 2018 1:30pm City Hall
- October Court Date Thursday, October 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 & 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 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 2nd Thursday @ 4pm Lewiston Public Works Bldg
- m. **Stormwater** - Jennifer Bly Quarterly 2nd Monday @ 3-5pm Asotin County Annex

X. COUNCIL COMMUNICATIONS:

Agenda Related Topics

Joe Appleton- Absent

Jennifer Bly- None

Lori Loseth- None

Dwayne Paris-None

Mervin Schneider-None

MAYOR'S REPORT: None

XI. RESOLUTIONS & ORDINANCES:

1. **First Reading of Ordinance 2018-835** Being An Ordinance Amending Ordinance #263, #84-331 and 02-605 Chapter 06.04.110 Kennel Definition of the Asotin Municipal Code Section and Providing for the Effective Date Hereof
Councilmember Paris made a motion to approve the First Reading of Ordinance 2018-835 Being An Ordinance Amending Ordinance #263, #84-331 and 02-605 Chapter 06.04.110

Kennel Definition of the Asotin Municipal Code Section and Providing for the Effective Date Hereof. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.

2. **Resolution 2018-629** A Resolution Authorizing the Passing of Ordinance 2018-836 in One Reading
Councilmember Loseth made a motion to approve Resolution 2018-629 A Resolution Authorizing the Passing of Ordinance 2018-836 in One Reading. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried.
3. **Ordinance 2018-836** An Ordinance Lifting the Emergency Burning Ban within the City of Asotin.
Councilmember Bly made a motion to approve Ordinance 2018-836 An Ordinance Lifting the Emergency Burning Ban within the City of Asotin. Seconded by Councilmember Paris. 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 Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:01pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers