

**COLVILLE, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 23, 2011**

7:00 PM: MEETING CALLED TO ORDER BY MAYOR RICHARD NICHOLS.

[7:00:41 PM](#)

ROLL CALL: FOLL, BERGIN, WHITE, MANCE, JANKE, KYLE AND FOSTER.

[7:01:33 PM](#)

PRESENT: COUNCILMEMBER NANCY FOLL, COUNCILMEMBER DOROTHY BERGIN, COUNCILMEMBER BETTY WHITE, COUNCILMEMBER PEARL MANCE, COUNCILMEMBER LOU JANKE, COUNCILMEMBER DOUG KYLE, COUNCILMEMBER TERRY FOSTER AND MAYOR RICHARD NICHOLS.

STAFF PRESENT: POLICE CHIEF ROBERT MESHISHNEK, CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG AND MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE AUGUST 9, 2011 COLVILLE CITY COUNCIL MEETING.**
- #02. **MINUTES OF THE AUGUST 11, 2011 SPECIAL COLVILLE CITY COUNCIL MEETING.**
- #03. **MINUTES OF THE AUGUST 15, 2011 SPECIAL COLVILLE CITY COUNCIL MEETING.**
- #04. **AUGUST 24, 2011 CLAIMS CHECKS #44522 ~ #44593 IN THE AMOUNT OF \$60,997.16 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **JULY, 2011 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #06. **AUGUST 5, 2011 ~ AUGUST 18, 2011 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR NICHOLS READ THE CONSENT AGENDA.

COUNCILMEMBER WHITE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION THAT "VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING COMMITTEE AS REQUIRED BY RCW 42.24.080 AND THOSE EXPENSE REIMBURSEMENT CLAIMS CERTIFIED AS REQUIRED BY RCW 42.24.090 HAVE BEEN RECORDED ON A LISTING WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS DATE AUGUST 23, 2011 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: AUGUST 24, 2011 CLAIMS CHECKS #44522 ~ #44593 IN THE AMOUNT OF \$60,997.16" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:04:12 PM](#)

MOTION PASSED.

MAYOR NICHOLS REQUESTED THAT AN ITEM #16 BE ADDED TO THE AGENDA FOR AN EXECUTIVE SESSION TO DISCUSS PERSONNEL PER RCW 42.30.110(f).

PUBLIC HEARING:

- #07. **PUBLIC HEARING: CONSIDER A REQUEST FOR A VARIANCE TO COLVILLE MUNICIPAL CODE CHAPTER 9.40 – PUBLIC NUISANCES, SECTION 9.40.030 – PARTIES, GATHERINGS, MUSICAL INSTRUMENTS AND SOUND REPRODUCTION DEVICES FOR AMPLIFIED MUSIC AT THE CITY PARK ON AUGUST 27, 2011 FROM 11:00 A.M. TO 4:00 P.M.**

[7:05:04 PM](#) MAYOR NICHOLS DECLARED THE PUBLIC HEARING TO CONSIDER A REQUEST FOR A VARIANCE TO COLVILLE MUNICIPAL CODE CHAPTER 9.40-PUBLIC NUISANCES, SECTION 9.40.030-PARTIES, GATHERINGS, MUSICAL INSTRUMENTS AND SOUND REPRODUCTION DEVICES FOR

COLVILLE, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 23, 2011

AMPLIFIED MUSIC AT THE CITY PARK ON AUGUST 27, 2011 FROM 11:00 A.M. TO 4:00 P.M. OPEN AT 7:05 P.M. AND STATED THAT EVERYONE PRESENT WILL BE GIVEN AN OPPORTUNITY TO BE HEARD. THE CITY CLERK WILL BE RECORDING WHAT IS SAID. WHEN YOU ADDRESS THE COUNCIL, PLEASE STEP TO THE MICROPHONE AND STATE YOUR NAME AND ADDRESS. ONLY ONE PERSON WILL BE ALLOWED TO SPEAK AT A TIME.

CAROLYN GALLAGHER, KETTLE FALLS, STATED THAT HER DAUGHTER IS GETTING MARRIED IN THE PARK AND THERE WILL BE MUSIC AND DANCING FOR THE RECEPTION.

[7:10:20 PM](#) AS THERE WAS NO FURTHER PUBLIC COMMENT ON THIS ISSUE, MAYOR NICHOLS CLOSED THE PUBLIC HEARING AT 7:10 P.M.

- #08. DISCUSSION/ACTION: CONSIDER A REQUEST FOR A VARIANCE TO COLVILLE MUNICIPAL CODE CHAPTER 9.40 – PUBLIC NUISANCES, SECTION 9.40.030 – PARTIES, GATHERINGS, MUSICAL INSTRUMENTS AND SOUND REPRODUCTION DEVICES FOR AMPLIFIED MUSIC AT THE CITY PARK ON AUGUST 27, 2011 FROM 11:00 A.M. TO 4:00 P.M.**

COUNCILMEMBER MANCE MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO APPROVE THE VARIANCE TO COLVILLE MUNICIPAL CODE CHAPTER 9.40 – PUBLIC NUISANCES, SECTION 9.40.030 – PARTIES, GATHERINGS, MUSICAL INSTRUMENTS AND SOUND REPRODUCTION DEVICES FOR AMPLIFIED MUSIC AT THE CITY PARK ON AUGUST 27, 2011 FROM 11:00 A.M. TO 4:00 P.M.

[7:11:22 PM](#)
MOTION PASSED.

PUBLIC APPEARANCES/REQUESTS:

- #09. DISCUSSION/ACTION: REQUEST TO HOLD THE ANNUAL FAIR PARADE ON MAIN STREET ON SATURDAY, AUGUST 27, 2011 AT 10:00 A.M.**

COUNCILMEMBER WHITE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO GRANT THE REQUEST TO HOLD THE ANNUAL FAIR PARADE ON MAIN STREET ON SATURDAY AUGUST 27, 2011 AT 10:00 A.M.

[7:13:22 PM](#)
MOTION PASSED.

PUBLIC COMMENT PERIOD:

- #10. PUBLIC COMMENT: THE FLOOR IS OPEN FOR ANY PUBLIC COMMENTS.**

THERE WERE NO PUBLIC COMMENTS.

NEW BUSINESS:

- #11. DISCUSSION/ACTION: POSSIBLE APPROVAL OF A HANGAR SALE AT THE COLVILLE AIRPORT.**

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER WHITE SECONDED THE MOTION TO APPROVE THE SALE OF THE TERRY REECE HANGAR TO BILL THOMPSON.

COUNCILMEMBER FOLL STATED THAT SHE IS NOT SURE THAT THE AIRPORT BOARD HAS REVIEWED THIS REQUEST OR IF IT IS REQUIRED THAT THEY APPROVE. ACCORDING TO THE SUBMITTED MINUTES, THEY HAVE NOT MET SINCE JUNE.

COLVILLE, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 23, 2011

COUNCILMEMBER JANKE STATED THAT THE AGREEMENT STATES THAT THE FEES WILL BE REVIEWED ON AN ANNUAL BASIS. COUNCILMEMBER FOLL STATED THAT THESE FEES ARE ON THE CURRENT FEE REVIEW SCHEDULE AND THEY HAVE BEEN REVIEWED. COUNCILMEMBER JANKE ALSO STATED THAT THESE AGREEMENTS SHOULD HAVE A REQUIREMENT ABOUT INSURANCE AND ALSO BUILDING MAINTENANCE. HE STATED THAT THIS AGREEMENT SHOULD BE REVIEWED FOR POTENTIAL UPDATES.

CITY CLERK HOLLY PANNELL STATED THAT THE CITY ATTORNEY IS CURRENTLY IN THE PROCESS OF REVIEWING THIS AGREEMENT FOR CHANGES. THESE ADDITIONAL QUESTIONS WILL BE FORWARDED TO THE ATTORNEY.

[7:25:43 PM](#)

MOTION PASSED.

#12. DISCUSSION/ACTION: POSSIBLE APPOINTMENT TO THE COLVILLE ANIMAL CONTROL ADVISORY COMMITTEE.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER WHITE SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF ED KOWITZ TO THE COLVILLE ANIMAL CONTROL ADVISORY COMMITTEE.

[7:26:51 PM](#)

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

#13. AIRPORT RELOCATION PROJECT: REPORT ON ANY PENDING ITEMS.

COUNCILMEMBER JANKE ASKED ABOUT THE PROCESS FOR WRITING THE FOR AND AGAINST STATEMENTS FOR THE ADVISORY BALLOT ISSUE THAT WILL GO IN THE VOTER PAMPHLET. HE STATED THAT COUNCIL SHOULD APPOINT A PERSON OR A COMMITTEE TO WRITE THESE AND THEY WOULD GO BACK TO COUNCIL FOR APPROVAL AND THEN BE SUBMITTED ELECTRONICALLY TO THE ELECTIONS DEPARTMENT NO LATER THAN OCTOBER 1, 2011. IT WAS DECIDED THAT A NOTICE WILL BE PUT OUT TO THE PUBLIC REQUESTING INTERESTED PARTIES TO SUBMIT THEIR NAME. THE NOTICE WILL GO TO THE CHAMBER OF COMMERCE, RADIO, CITY WEBSITE, NEWSPAPER, AND THE FRONT DOOR AT CITY HALL. MAYOR NICHOLS STATED THAT ONLY REGISTERED VOTERS IN THE CITY LIMITS SHOULD BE ELIGIBLE. NAMES WILL BE DUE TO CITY HALL NO LATER THAN MONDAY, AUGUST 29, 2011 BY THE END OF THE DAY. THE CITY COUNCIL WILL SELECT THE MEMBER OR MEMBERS FOR THESE COMMITTEES AT THE NEXT COUNCIL MEETING. THE DRAFT STATEMENTS WILL BE DUE BY THE FIRST MEETING IN SEPTEMBER. ANY REBUTTALS WILL NEED TO BE DONE BY THE SECOND MEETING IN SEPTEMBER.

COUNCILMEMBER JANKE STATED THAT THERE IS ENOUGH INFORMATION TO MOVE FORWARD WITH A WAY TO COUNT AIRCRAFT AT THE AIRPORT. HE REQUESTED THAT THIS BE PLACED ON A FUTURE AGENDA FOR DISCUSSION. IT WAS DECIDED THAT BUILDING/PLANNING DIRECTOR JIM LAPINSKI WILL PRESENT A REPORT AT THE SEPTEMBER 13, 2011 COUNCIL MEETING WITH THE INFORMATION HE HAS REGARDING THE EQUIPMENT AND METHODS OF COUNTING THE AIRCRAFT.

#14. CITY ATTORNEY: REPORT ON ANY PENDING ITEMS.

NO REPORT.

#15. COUNCIL PENDING ITEMS: REVIEW LIST OF COUNCIL PENDING ITEMS.

MAYOR NICHOLS REQUESTED THAT A REVIEW OF THE CURRENT COUNCIL PROCEDURE RESOLUTION BE ADDED TO REVIEW AND ADD THE VOTE AND PARTICIPATE BY PHONE ISSUE. CITY CLERK HOLLY PANNELL STATED THAT SHE HAS A PRELIMINARY DRAFT READY AND WILL ADD SOME PROCEDURES REGARDING THE PARTICIPATION BY PHONE AND GET A DRAFT TO COUNCILMEMBERS FOLL AND KYLE FOR PRELIMINARY REVIEW BEFORE BRINGING IT BACK TO THE COUNCIL.

COLVILLE, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 23, 2011

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

MAYOR NICHOLS STATED THAT THE LIBRARY IMPROVEMENT CLUB HAD SOME MONEY LEFT TO THEM AND THEY CHOSE TO USE IT FOR NEW CARPETING, LIGHTING, ETC. AT THE COLVILLE LIBRARY. WHEN THE PROJECT WAS STARTED, IT WAS DISCOVERED THAT THE SUB-FLOOR UNDER THE CARPET HAS BECOME UNSAFE. THERE IS NO CONTRACT FOR THIS ISSUE AS IT WAS DONE THROUGH THE IMPROVEMENT CLUB WITH DONATION FUNDS. THE ADDITIONAL WORK TO FIX THE FLOOR WOULD NEED TO BE A CITY ISSUE SUBJECT TO ALL THE USUAL PUBLIC WORKS PROJECT RULES. AN ESTIMATE WAS OBTAINED FROM THE CURRENT CONTRACTOR TO FIX THE FLOOR FOR APPROXIMATELY \$12,000. MAYOR NICHOLS STATED THAT IT IS RECOMMENDED THAT THIS WORK BE DONE AS SOON AS POSSIBLE AND USE THE REMAINING FUNDS IN THE LIBRARY REPAIRS AND MAINTENANCE AND THE BALANCE TO COME FROM THE CURRENT EXPENSE BEGINNING FUND BALANCE EXCESS.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER MANCE SECONDED THE MOTION TO AUTHORIZE UP TO \$15,000 OUT OF THE CURRENT EXPENSE BEGINNING FUND BALANCE FOR THIS PROJECT.

[8:09:14 PM](#)

MOTION PASSED.

MAYOR NICHOLS STATED THAT THE FIRST LAYER OF ASPHALT WAS DONE ON THE TENNIS COURTS TODAY. HE ALSO STATED THAT JEREMIAH RAINER HAD TO ORDER MORE SKATE LIGHT PRODUCT TO FINISH THE SKATEPARK PROJECT. MAYOR NICHOLS STATED THAT DONATIONS ARE BEING COLLECTED TO HELP COVER THE FINAL COSTS.

COUNCILMEMBER FOLL STATED THAT THE LODGING TAX ADVISORY COMMITTEE MET YESTERDAY TO REVIEW A REQUEST FROM THE FLOAT ASSOCIATION REGARDING THE PURCHASE OF A NEW TRUCK TO PULL THE FLOAT. THE COMMITTEE IS RECOMMENDING THAT THE FLOAT ASSOCIATION BE REIMBURSED FOR THE COSTS OF THE TRUCK UP TO \$1,200 FROM THE FUNDS REMAINING IN THEIR LODGING TAX APPROPRIATION. COUNCILMEMBER JANKE ASKED THAT THE CITY MECHANIC LOOK AT THE NEW TRUCK AND LET US KNOW IF IT IS IN GOOD SHAPE AND WOULD BE ACCEPTABLE TO THE CITY. IT WAS DECIDED THAT AFTER THE REPORT FROM THE CITY MECHANIC, THIS ISSUE WILL BE BROUGHT BACK AT THE NEXT COUNCIL MEETING FOR POTENTIAL ACTION.

COUNCILMEMBER FOLL HANDED OUT AN ARTICLE FROM THE SPOKANE NEWSPAPER REGARDING SOME AUDIT ISSUES AT THE TOWN OF SPRINGDALE. SHE STATED THAT SHE WOULD LIKE THE BUILDING/PLANNING DEPARTMENT TO LOOK AT THE BUILDING CODE ISSUES FROM THIS ARTICLE AND DETERMINE IF WE WOULD BE IN THE SAME SITUATION.

MAYOR NICHOLS STATED THAT THE STATE AUDITOR ARRIVED YESTERDAY TO CONDUCT THE AUDIT FOR 2010.

COUNCILMEMBER JANKE ASKED WHAT IS HAPPENING WITH DIAGONAL PARKING. MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT WELCH COMER IS MAKING THE CHANGES THAT THE DEPARTMENT OF TRANSPORTATION RECOMMENDED AND A FINAL REPORT SHOULD BE COMING TO THE COUNCIL. IT WAS ALSO STATED THAT 3RD AVENUE WILL NOT BE CONSTRUCTED THIS YEAR AND WE ARE STILL SEEKING ADDITIONAL FUNDING.

COUNCILMEMBER KYLE STATED THAT HE WAS MAILED THE MOST RECENT MINUTES FROM THE DOMINION MEADOWS ATHLETIC ASSOCIATION. HE HAS YET TO BE INVITED OR INFORMED ABOUT THESE MEETINGS.

POLICE CHIEF ROBERT MESHISHNEK STATED THAT THE DOG FACILITY WILL BE CLOSED FOR ABOUT SEVEN DAYS TO RE-SEAL THE FLOORS. THE AMERICAN LEGION MEMORIAL RIDE WILL BE COMING TO

COLVILLE, WASHINGTON
CITY COUNCIL MEETING MINUTES
AUGUST 23, 2011

THE COUNCIL AT THE NEXT MEETING TO REQUEST PERMISSION FOR A MOTORCYCLE PROCESSION. HE ALSO STATED THAT HE HAD THE FIRST MEETING OF THE ANIMAL CONTROL/DEER ADVISORY COMMITTEE LAST NIGHT. HE STATED THAT THIS GROUP DECIDED TO CIRCULATE A COMMUNITY OUTREACH FORM WITH SOME QUESTIONS. HE ASKED IF THE COUNCIL WANTS TO SEE THE FINAL QUESTIONS BEFORE THEY ARE SUBMITTED TO THE PUBLIC. IT WAS THE CONSENSUS THAT COUNCIL DID NOT NEED TO SEE OR APPROVE THE QUESTIONS AHEAD OF TIME. THEY WOULD LIKE TO KNOW WHAT THEY ARE ONCE THEY GO OUT.

MAYOR NICHOLS STATED THAT HE TALKED TO THE MAYOR OF GRAND FORKS AND CATHY MCMORRIS-RODGERS OFFICE REGARDING THE KETTLE FALLS TO CANADA RAILROAD CLOSING ISSUE AND SHEILA STALP FROM MCMORRIS-RODGERS OFFICE VOLUNTEERED TO COME TO COUNCIL AND GIVE US WHAT INFORMATION THEY HAVE ON THIS TOPIC.

#16. EXECUTIVE SESSION: DISCUSS PERSONNEL PER RCW 42.30.110(f).

[8:50:53 PM](#) MAYOR NICHOLS CALLED FOR EXECUTIVE SESSION AT 8:50 P.M. TO DISCUSS PERSONNEL AND STATED THAT IT WOULD LAST APPROXIMATELY TEN MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL REMAINED IN ATTENDANCE DURING THE EXECUTIVE SESSION.

[9:00:07 PM](#) MAYOR NICHOLS RECONVENED THE REGULAR MEETING AND EXTENDED THE EXECUTIVE SESSION FOR AN ADDITIONAL TEN MINUTES.

[9:10:22 PM](#) MAYOR NICHOLS RECONVENED THE REGULAR MEETING AND EXTENDED THE EXECUTIVE SESSION FOR AN ADDITIONAL TEN MINUTES.

[9:22:24 PM](#) MAYOR NICHOLS RECONVENED THE REGULAR COUNCIL MEETING AT 9:22 P.M.

MAYOR NICHOLS STATED THAT THERE WILL BE NO ACTION TAKEN BY THE CITY COUNCIL FOLLOWING THE EXECUTIVE SESSION.

AS THERE WAS NO FURTHER BUSINESS TO COME BEFORE THE COUNCIL, COUNCILMEMBER WHITE MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO ADJOURN THE MEETING.

[9:24:14 PM](#)
MOTION PASSED.

TIME OF ADJOURNMENT: 9:24 P.M.

MAYOR RICHARD NICHOLS

Attest: _____
Holly Pannell, CMC, PFO, City Clerk/
Human Resources Manager