

Colville, Washington
Regular City Council Meeting Minutes
February 28, 2012

7:00 PM: MEETING CALLED TO ORDER BY MAYOR DEBORAH RARRICK.

[7:00:53 PM](#)

ROLL CALL: FOLL, BERGIN, LAWSON, BEATTY, JANKE, BIRCH AND FOSTER.

[7:01:55 PM](#)

PRESENT: COUNCILMEMBER NANCY FOLL, COUNCILMEMBER DOROTHY BERGIN, COUNCILMEMBER BILL BEATTY, COUNCILMEMBER LOU JANKE, COUNCILMEMBER MIKE BIRCH, COUNCILMEMBER TERRY FOSTER AND MAYOR DEBORAH RARRICK.

ABSENT: COUNCILMEMBER ANNE LAWSON

STAFF PRESENT: DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI, STREET/PARK SUPERINTENDENT TERRY LeCAIRE, 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 FEBRUARY 14, 2012 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **FEBRUARY 14, 2012 MANUAL CLAIMS CHECK #45832 IN THE AMOUNT OF \$125.00 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **FEBRUARY 24, 2012 MANUAL CLAIMS CHECK #45833 IN THE AMOUNT OF \$50.00 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **FEBRUARY 29, 2012 CLAIMS CHECKS #45834 ~ #45897 IN THE AMOUNT OF \$41,319.13 INCLUDING VOIDED CHECK #45831 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **FEBRUARY 10, 2012 ~ FEBRUARY 23, 2012 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER FOSTER 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 FEBRUARY 28, 2012 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: FEBRUARY 14, 2012 MANUAL CLAIMS CHECK #45832 IN THE AMOUNT OF \$125.00; FEBRUARY 24, 2012 MANUAL CLAIMS CHECK #45833 IN THE AMOUNT OF \$50.00; FEBRUARY 29, 2012 CLAIMS CHECKS #45834 ~ #45897 IN THE AMOUNT OF \$41,319.13" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:04:00 PM](#)

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

RYKE DAHLEN, COLVILLE PARKING COMMISSION, STATED THAT HE WOULD LIKE TO GIVE A SHORT HISTORY OF THE MAIN STREET DIAGONAL PARKING PROJECT. HE EXPLAINED THE ISSUES

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SURROUNDING THE COLVILLE 2000 PROJECT. HE STATED THAT THE DOWNTOWN PROPERTY OWNERS WERE TOLD THAT THE INTENT OF THE COLVILLE 2000 PROJECT WAS TO EVENTUALLY RETURN DIAGONAL PARKING TO DOWNTOWN. HE STATED THAT IT IS TIME TO RETURN DIAGONAL PARKING AND RETURN TO A THRIVING DOWNTOWN IN COLVILLE.

NEW BUSINESS:

#07. DISCUSSION/ACTION: **PROPOSED ORDINANCE DESIGNATING DIAGONAL PARKING ON US 395/MAIN STREET.**

COUNCILMEMBER FOLL ASKED WHY THIS IS AN ORDINANCE RATHER THAN A RESOLUTION. ERIC DURPOS STATED THAT THE DEPARTMENT OF TRANSPORTATION (DOT) HAS REQUESTED AN ORDINANCE. SHE ALSO STATED THAT THIS ORDINANCE DOES NOT ADDRESS THAT THIS IS A TRIAL PROGRAM. ERIC DURPOS STATED THAT THIS INFORMATION WILL BE INCLUDED IN THE MOU (MEMORANDUM OF UNDERSTANDING) WITH THE DEPARTMENT OF TRANSPORTATION. COUNCILMEMBER FOLL ASKED FOR CLARIFICATION REGARDING THE LEFT TURN LANES. ERIC DURPOS STATED THAT LEFT TURN LANES WILL NO LONGER EXIST, BUT LEFT TURNS WILL STILL BE ALLOWED ON MAIN STREET. RYKE DAHLEN STATED THAT THE DOT REQUIRES THAT THERE BE A BACK OUT LANE SO THEY AREN'T BACKING OUT INTO TRAFFIC.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER FOLL SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1474 N.S. AMENDING SECTION 1 TO ADD BY THE CITY OF COLVILLE AND THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AT THE END OF THE FIRST SENTENCE. ADDING AN ADDITIONAL SENTENCE TO READ THAT IT IS UNDERSTOOD THAT THIS IS A PHASED PROJECT THAT WILL FOLLOW THE REQUIREMENTS AND TIMELINES AS STATED IN THE MOU BETWEEN THE CITY OF COLVILLE AND THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT).

COUNCILMEMBER JANKE ASKED ABOUT THE STATUS OF THE DESIGN. ERIC DURPOS STATED THAT THEY ARE ON THE SECOND REVISION. HE STATED THAT WE ARE CURRENTLY WAITING ON COMMENTS FROM WSDOT.

COUNCILMEMBER FOLL STATED THAT SHE WANTS TO MAKE SURE THE MOU HAS THE TRIAL PERIOD INFORMATION AND HOW THE TRANSITION WILL BE HANDLED IF WE HAVE TO REVERT BACK.

[7:27:33 PM](#)

MOTION PASSED.

(ORDINANCE NO. 1474 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

#08. DISCUSSION/ACTION: **OPTIONS FOR STAFFING IN THE PARK DEPARTMENT.**

STREET/PARK SUPERINTENDENT TERRY LECAIRE REVIEWED HIS PROPOSAL FOR STAFFING IN THE PARK DEPARTMENT FOR 2012. HE STATED THAT HE WOULD LIKE TO MAKE THE CURRENT 8-MONTH GROUNDSKEEPER THE 8-MONTH PARK LEAD WORKER. THIS POSITION IS SHARED WITH THE STREET DEPARTMENT IN THE WINTER MONTHS AND THE LEAD POSITION WOULD ONLY BE NECESSARY DURING THE 8-MONTH SEASON AT THE PARK.

MAKE THE NEWLY COMBINED 8-MONTH GROUNDSKEEPER POSITION A YEAR-ROUND GROUNDSKEEPER POSITION. THIS WILL ACCOMPLISH HAVING ONE PERSON IN THE PARK DEPARTMENT ALL YEAR, WHICH IS NECESSARY.

RE-INSTATE ONE OF THE PREVIOUSLY FUNDED 4-MONTH FULL-TIME NON-BENEFITED POSITIONS. THIS POSITION WOULD WORK DURING THE PEAK SUMMER SEASON.

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CREATE TWO PART-TIME (15 HOURS PER WEEK) SEASONAL POSITIONS AND OFFER THESE ADDITIONAL HOURS FIRST TO ANY EXISTING CITY STAFF THAT HAS BEEN REDUCED FROM FULL-TIME DUE TO BUDGET ISSUES OVER THE LAST FEW YEARS. THE CURRENT BUDGET WOULD ALLOW FOR ABOUT 800 HOURS TOTAL TO BE SPLIT BETWEEN TWO EMPLOYEES. AT 15 HOURS PER WEEK, PER PERSON THIS WOULD EQUATE TO ABOUT 26 WEEKS THAT THESE TWO POSITIONS COULD WORK AT THE PARK.

STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT THIS PROPOSAL IS WITHIN THE CURRENT 2012 BUDGET. HE EXPLAINED THAT THE CURRENT FULL-TIME EMPLOYEE IN THE PARK RECENTLY TRANSFERRED TO THE WATER/SEWER DEPARTMENT CREATING A GAP. HE STATED THAT THIS PROPOSED SCHEDULE WILL ALSO HAVE SOMEONE SCHEDULED TO WORK ON SATURDAYS.

COUNCILMEMBER FOLL STATED THAT SINCE THIS IS WITHIN THE CURRENT BUDGET NO FORMAL COUNCIL ACTION IS NECESSARY.

- #09. DISCUSSION/ACTION: PROPOSED ORDINANCE ESTABLISHING THE OFFICES OF FIRE CHIEF, SECRETARY-TREASURER AND TRAINING OFFICER FOR THE COLVILLE VOLUNTEER FIRE DEPARTMENT.**

THIS ITEM WAS POSTPONED FOR ANOTHER MEETING.

- #10. DISCUSSION/ACTION: PROPOSED RESOLUTION AMENDING THE TRAVEL AND EXPENSE REIMBURSEMENT POLICIES.**

THIS ITEM WAS POSTPONED FOR ANOTHER MEETING.

- #11. DISCUSSION/ACTION: PROPOSED RESOLUTION ADOPTING TAX ALLOCATIONS FOR THE FISCAL YEAR 2012.**

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 02-12 ADOPTING TAX ALLOCATIONS FOR THE FISCAL YEAR 2012.

[7:52:41 PM](#)

MOTION PASSED.

(RESOLUTION NO. 02-12 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

COMMITTEE OR SPECIAL REPORTS:

- #12. CITY ATTORNEY: REPORT ON ANY PENDING ITEMS.**

NO REPORT.

- #13. COUNCIL PENDING ITEMS: REVIEW LIST OF COUNCIL PENDING ITEMS.**

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

COUNCILMEMBER BIRCH ASKED SOME QUESTIONS ABOUT THE DE-ICER PRODUCT THAT IS USED ON THE CITY STREETS.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT HE RECEIVED THE RESULTS FROM THE ARBORIST ABOUT THE TREES ON ELM STREET AND HE WOULD LIKE TO MOVE FORWARD. COUNCILMEMBER BIRCH STATED THAT SOMETHING SHOULD BE PUT IN WRITING WITH THE PROPERTY OWNERS THAT IF THE TREE DIES THAT THEY CHOOSE TO KEEP THAT THEY WILL BE

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RESPONSIBLE. ERIC DURPOS STATED THAT THEY ARE ALL IN THE CITY RIGHT OF WAY, SO THEY ARE OUR TREES. COUNCILMEMBER JANKE ASKED HOW THE DANGEROUS TREES WILL BE HANDLED. ERIC DURPOS STATED THAT ANY OF THE ONES THAT ARE SAVED WILL HAVE ADDITIONAL WORK DONE TO THEM TO IMPROVE THEIR HEALTH. COUNCILMEMBER JANKE STATED THAT HE SUPPORTS GOING FORWARD WITH THE PROPOSAL AND COMMUNICATING WITH THE PROPERTY OWNERS. THE CONSENSUS WAS TO ALLOW ERIC DURPOS TO MOVE FORWARD.

AIRPORT BOARD CHAIRMAN JEFF HARSHMAN STATED THAT HE IS WORKING WITH THE CITY TREASURER ON UPDATING SOME RESOLUTIONS FOR FEES AND RATES AT THE AIRPORT.

COUNCILMEMBER JANKE STATED THAT HE IS STILL CONCERNED ABOUT SNOW PLOWING ACTIVITIES OF PRIVATE PARTIES CREATING A DANGEROUS SITUATION FOR PEDESTRIANS. HE ALSO STATED THAT HE IS AWARE THE BUILDING/PLANNING DIRECTOR IS MONITORING THE BUILDING INSPECTOR'S WORKLOAD AND HE WOULD LIKE JIM LAPINSKI TO TRACK ~~TO~~ THE WORKLOAD OF ALL STAFF IN THE DEPARTMENT ~~THE ASSISTANT PLANNER POSITION~~ AS WELL.

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE STAFF TO CONTACT AVISTA AND FIND OUT WHAT KIND OF TREE PRUNING THEY WILL BE DOING AND REPORT BACK. COUNCILMEMBER BIRCH VOLUNTEERED TO CONTACT AVISTA. SHE ALSO STATED THAT THE AGENDA FOR THE WORK SESSION IS OUT. ANYTHING THAT DOESN'T GET DISCUSSED AT THE WORK SESSION WILL BE MOVED TO A REGULAR COUNCIL AGENDA.

MAYOR RARRICK STATED THAT SHE HAD THE FIRST COFFEE WITH THE MAYOR AT THE SELKIRK MOTEL. SHE ALSO STATED THAT WE HAVE HIRED A NEW RECREATION COORDINATOR, HIS NAME IS JAKE WILSON AND HE STARTED WORKING TODAY. SHE ALSO STATED THAT TONIGHT WAS THE FIRST SOCIAL PERIOD PRIOR TO COUNCIL. THE MARCH COFFEE WITH THE MAYOR IS THE 20TH OF MARCH FROM 3PM TO 5PM WITH THE STEVENS COUNTY COMMISSIONERS.

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

[8:24:42 PM](#)
MOTION PASSED.

TIME OF ADJOURNMENT: 8:24 P.M.

MAYOR DEBORAH RARRICK

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