

Colville, Washington
Regular City Council Meeting Minutes
March 13, 2012

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

[7:01:11 PM](#)

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

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

STAFF PRESENT: DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI, POLICE CHIEF ROBERT MESHISHNEK, CITY TREASURER VICKIE STRONG, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS AND DEPUTY CLERK/GRANT SPECIALIST KATHY BROGAN.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE FEBRUARY 28, 2012 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MARCH 14, 2012 CLAIMS CHECKS #45931 ~ #46002 IN THE AMOUNT OF \$100,732.37 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **FEBRUARY, 2012 PAYROLL CHECKS #45898 ~ #45930 IN THE AMOUNT OF \$246,813.38 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **FEBRUARY, 2012 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #05. **FEBRUARY 24, 2012 ~ MARCH 8, 2012 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER JANKE REQUESTED THAT THE MINUTES BE REMOVED FROM THE CONSENT AGENDA IN ORDER TO DISCUSS THEM SEPARATELY.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH 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 MARCH 13, 2012 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: MARCH 14, 2012 CLAIMS CHECKS #45931 ~ 46002 IN THE AMOUNT OF \$100,732.37; FEBRUARY, 2012 PAYROLL CHECKS #45898 ~ 45930 IN THE AMOUNT OF \$246,813.38" AND DOES APPROVE THE CONSENT AGENDA WITHOUT THE FEBRUARY 28, 2012 CITY COUNCIL MEETING MINUTES.

[7:04:07 PM](#)

MOTION PASSED.

COUNCILMEMBER JANKE STATED THAT UNDER INDIVIDUAL REPORTS HIS INTENT DURING THE DISCUSSION REGARDING THE WORKLOAD IN THE BUILDING/PLANNING DEPARTMENT WAS THAT HE REQUESTED MONITORING OF THE WORKLOAD IN THE BUILDING/PLANNING DEPARTMENT OF ALL STAFF, NOT JUST THE BUILDING INSPECTOR AND ASSISTANT PLANNER.

COUNCILMEMBER FOLL REQUESTED THAT IN ITEM #8, THE OPTIONS BE CLEARLY DEFINED FOR THE PARK STAFFING ISSUES AND BE DESCRIBED IN THE MINUTES.

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COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BEATTY SECONDED THE MOTION TO APPROVE THE FEBRUARY 28, 2012 COUNCIL MEETING MINUTES WITH CHANGES AS NOTED.

[7:07:45 PM](#)

MOTION PASSED.

COUNCILMEMBER FOLL REQUESTED THAT THE REVISED MINUTES BE IN THE NEXT COUNCIL PACKET.

PUBLIC COMMENT PERIOD:

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

THERE WERE NO PUBLIC COMMENTS.

PUBLIC APPEARANCES AND FORUM TIME:

#07. DISCUSSION/ACTION: REQUEST TO HOLD THE ANNUAL RODEO PARADE ON MAIN STREET AND OTHER CITY STREETS ON JUNE 23, 2012.

PAMELA ROSE, 1025 E. IVY, REPRESENTING THE PANORAMA RODEO ASSOCIATION STATED THAT THE RODEO ASSOCIATION IS REQUESTING THAT THE DATE AND PARADE ROUTE BE CHANGED FOR THIS YEAR. SHE STATED THAT TONY BOOTH AND DAVE LADUKE HAVE OFFERED USE OF THE LOT BEHIND THEIR BUSINESS FOR STAGING FLOATS AND LARGE EQUIPMENT. MS. ROSE REVIEWED THE NEW PROPOSED PARADE ROUTE. SHE STATED THAT THE RODEO WOULD HAVE SOMEONE AT THE INTERSECTION OF BIRCH AND MAIN TO DIVERT ANIMALS OFF MAIN STREET.

COUNCILMEMBER BEATTY STATED THAT HE FELT OAK STREET WAS A BETTER ROUTE BECAUSE OF THE MEDIAN IN THE CENTER OF WYNNE. CHIEF OF POLICE ROBERT MESHISHNEK STATED THAT NO PARKING WOULD BE ALLOWED ON WYNNE STREET ON THAT DAY TO ALLOW FOR ENOUGH ROOM FOR THE PARADE. COUNCILMEMBER BEATTY ALSO STATED THAT THERE ARE RESIDENTS ON WYNNE STREET WHO PARK ON THE STREET.

COUNCILMEMBER BERGIN POINTED OUT THAT THERE WAS A MEMO FROM STREET/PARK SUPERINTENDENT TERRY LECAIRE STATING THAT ADDITIONAL STAFF AND NEW SIGNS WOULD BE REQUIRED FOR THE NEW ROUTE.

COUNCILMEMBER FOLL ASKED WHY THE RODEO WAS REQUESTING THE NEW ROUTE AND STATED THAT SHE FELT OAK STREET HAD MORE BUSINESSES AND MORE PEOPLE WHO WATCH THE PARADE. MS. ROSE STATED THAT THEY FELT IT WOULD BE EASIER TO STAGE THE ANIMALS AT THE FAIRGROUNDS INSTEAD OF THE PARK.

CHIEF MESHISHNEK STATED THAT THE NEW PROPOSED ROUTE COULD COST THE CITY AN ADDITIONAL \$300 TO \$500 MORE IN STAFF TIME TO COVER INTERSECTIONS. COUNCILMEMBER FOLL STATED THAT SHE IS CONCERNED ABOUT THE ADDITIONAL COSTS FOR THE PROPOSED NEW ROUTE.

MS. ROSE WILL CHECK WITH THE RODEO ASSOCIATION AND FIND OUT IF THEY ARE ABLE TO PAY SOME OF THE ADDITIONAL COSTS OR POSSIBLY REVERT BACK TO THE ORIGINAL ROUTE. CHIEF MESHISHNEK WILL FIND OUT WHAT NEW SIGNS MIGHT BE NEEDED.

IT WAS DECIDED THAT FURTHER RESEARCH NEEDS TO BE DONE REGARDING THE CONCERNS AND POSSIBLE CHANGES IN THE PARADE ROUTE. COUNCILMEMBER JANKE REQUESTED A REPORT ON THE IMPACT OF RESIDENTS ON WYNNE STREET WHEN THIS IS BROUGHT BACK.

MICK HARRIS OF THE RODEO ASSOCIATION STATED THAT THE RODEO HAS NEVER BEEN ASKED TO HELP PAY COSTS IN THE PAST. COUNCILMEMBER FOLL EXPLAINED THAT THE NEW ROUTE WOULD COST MORE THAN THE PREVIOUS ROUTE AND THE CITY MAY ASK THE RODEO TO HELP OUT.

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COUNCILMEMBER FOLL REQUESTED THAT THE RODEO ASSOCIATION AND THE POLICE DEPARTMENT MEET AND BRING BACK A PROPOSAL WITH ALL THE QUESTIONS ANSWERED TO THE NEXT COUNCIL MEETING.

NEW BUSINESS:

#08. DISCUSSION/ACTION: **POSSIBLE APPROVAL OF TASK ORDER WITH WELCH COMER FOR DESIGN REVIEW FOR THE ELM STREET PROJECT.**

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE DESIGN FOR THE ELM STREET PROJECT WAS DONE BY CITY STAFF TO SAVE MONEY. AS THE PROJECT HAS GROWN, SO HAS THE COMPLEXITY OF THE DESIGN AS WELL AS THE COST. HE STATED THAT IN ORDER TO ENSURE THAT ALL TECHNICAL SPECIFICATIONS AND GUIDELINES ARE MET, THIS PROPOSED TASK ORDER IS TO SEND THE PLANS AND SPECIFICATIONS TO WELCH COMER TO REVIEW AND FINALIZE.

COUNCILMEMBER JANKE ASKED IF THE ADDITIONAL TESTING IN SECTION 3.1.A.ii.a) WOULD COST IN ADDITION TO THE AGREEMENT AMOUNT. ERIC DURPOS STATED THAT IF WELCH COMER HIRED A GEO TECHNICAL ENGINEER FOR THIS WORK THE CITY WOULD HAVE ADDITIONAL COSTS. HE STATED THAT HE INTENDS TO HIRE A SEPARATE FIRM FOR THIS WORK AND PAY THEM DIRECTLY INSTEAD OF THROUGH WELCH COMER. COUNCIL DISCUSSED THE OPTION OF HIRING OUR OWN FIRM FOR THIS WORK OR HAVING WELCH COMER HIRE SOMEONE. ERIC DURPOS WILL DISCUSS THIS WITH WELCH COMER AND IF THE CITY IS HIRING A FIRM, THIS SECTION WILL BE TAKEN OUT OF THE AGREEMENT.

COUNCILMEMBER JANKE ALSO REQUESTED THAT THE AGREEMENT ADDRESS THE ISSUE OF CHANGE ORDERS THAT MAY BE NEEDED DUE TO THE DESIGN AND THAT THE AGREEMENT SPECIFY THAT THE FINAL PLANS WILL BE STAMPED BY THEIR ENGINEER. ERIC DURPOS STATED THAT IN HIS MEMO TO COUNCIL, THE WORD "EQUALLY" IN THE THIRD PARAGRAPH SHOULD BE "EQUITABLY." HE ALSO STATED THAT THE COUNTY HAS NOT SIGNED THE AGREEMENT FOR THEIR PART OF THIS PROJECT YET.

COUNCILMEMBER JANKE ASKED IF NOT MAKING A DECISION ON THIS TONIGHT WILL IMPACT THE TIMEFRAME FOR THIS PROJECT. ERIC DURPOS STATED THAT THERE ARE STILL TREE ISSUES ON ELM STREET THAT NEED TO BE RESOLVED SO POSTPONING THIS DECISION WILL NOT DELAY THE PROJECT. HE ALSO STATED THAT HE JUST RECEIVED INFORMATION FROM MRSC (MUNICIPAL RESEARCH SERVICE CENTER) THAT THE TREE REMOVAL AND REPLANTING CAN BE A SEPARATE CONTRACT FROM THE CONSTRUCTION AND HE WILL BE PUTTING OUT A BID REQUEST IN A FEW WEEKS. COUNCIL DECIDED THAT LANDOWNERS WITH THE AFFECTED TREES WILL BE CONTACTED AND ASKED IF THEY WANT TO KEEP THE TREES OR HAVE THEM REMOVED. IF THEY WOULD LIKE TO KEEP THE TREES, THEN AIR SPADING WILL BE CONDUCTED TO DETERMINE IF THE TREES ARE VIABLE. IF THEY WOULD LIKE THE TREES REMOVED, THEN NO AIR SPADING WILL BE DONE.

ERIC DURPOS WILL DISCUSS THESE ITEMS WITH WELCH COMER AND BRING BACK A REVISED TASK ORDER TO THE NEXT COUNCIL MEETING.

COMMITTEE OR SPECIAL REPORTS:

#09. DISCUSSION: **MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

COUNCILMEMBER FOLL STATED THAT SHE THOUGHT THE THIRD AVENUE BID WAS GOING TO BE REVIEWED TONIGHT. ERIC DURPOS STATED THAT THE TIB (TRANSPORTATION IMPROVEMENT BOARD) HAS NOT COMPLETED THEIR REVIEW AND APPROVAL. COUNCILMEMBER FOLL ASKED IF WE WOULD BE ABLE TO HAVE THE SAME CONTRACTOR FOR THIRD AVENUE AND ELM STREET PROJECTS. ERIC DURPOS STATED THAT SOME OF THE SMALL LOCAL CONTRACTORS ARE NOT ABLE TO BID ON BOTH PROJECTS BECAUSE OF BONDING LIMITS.

DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI STATED THAT HE LEFT A FEW ITEMS OUT OF HIS MONTHLY REPORT. HE STATED THAT THE PLANNING COMMISSION MET TO TAKE INPUT AND DISCUSS

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DEVELOPMENT CHANGES AND HIS OFFICE HAS BEEN PROVIDING GRANT APPLICATION ASSISTANCE TO THE AIRPORT.

COUNCILMEMBER BEATTY ASKED ABOUT THE CLEANING OF RESERVOIRS. ERIC DURPOS STATED THAT THEY RAN INTO SOME UNFORESEEN PROBLEMS AND AS A RESULT THE PROJECT TOOK LONGER THAN EXPECTED AND COST AN ADDITIONAL \$10,000. HE STATED THAT HE IS ESTABLISHING A REGULAR MAINTENANCE SCHEDULE FOR THEM TO AVOID THESE PROBLEMS IN THE FUTURE. COUNCILMEMBER JANKE STATED THAT THE CITY NEEDS A PREVENTIVE MAINTENANCE PROGRAM FOR ALL STRUCTURES AND EQUIPMENT.

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

NO REPORT.

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

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

COUNCILMEMBER JANKE ASKED ABOUT THE GRANT FOR THE SCHOOL WALKING ROUTES. JIM LAPINSKI STATED THAT TRI COUNTY HEALTH IS TAKING THE LEAD ON THIS AND TRYING TO GET THE SCHOOL DISTRICT INVOLVED. MAYOR RARRICK STATED THAT SHE WILL CONTACT THE SCHOOL ABOUT THIS TOPIC. ERIC DURPOS STATED THAT HE ATTENDED THE WEBINAR ABOUT THIS GRANT AND IT IS VERY SPECIFIC FOR WHAT PROJECTS QUALIFY AND WHAT IS REQUIRED FOR FOLLOW UP. MAYOR RARRICK REQUESTED THAT ERIC DURPOS FORWARD HER THE INFORMATION HE HAS ABOUT THE GRANT AND SHE WILL FORWARD IT TO THE SCHOOL DISTRICT. COUNCILMEMBER FOLL REQUESTED THAT THE MAYOR ASSIGN SOMEONE FROM THE CITY TO COORDINATE ALL THE GROUPS INVOLVED AND BRING A PROPOSAL TO COUNCIL. MAYOR RARRICK STATED THAT SHE WOULD LIKE RECREATION COORDINATOR JAKE WILSON TO BE INVOLVED.

COUNCILMEMBER BIRCH STATED THAT HE CONTACTED AVISTA REGARDING THE TREE PRUNING QUESTION FROM THE LAST MEETING. HE STATED THAT THEY WILL BE PRUNING IN EARLY TO MIDDLE SUMMER AND WILL BE SENDING OUT NOTICES. HE ALSO STATED THAT THEY HAVE AN ARBORIST WORKING WITH EACH CREW.

COUNCILMEMBER JANKE ASKED ABOUT THE STATUS OF DIAGONAL PARKING. MAYOR RARRICK STATED THAT SHE HASN'T HEARD ANYTHING NEW ON THIS TOPIC. COUNCILMEMBER JANKE STATED THAT THERE IS A STRATEGIC ECONOMIC MEETING THIS THURSDAY. HE ALSO STATED THAT THERE HAS BEEN UNAUTHORIZED DUMPING NORTH OF THE INTERSECTION OF OLYMPIC AND HAWTHORNE. HE REQUESTED THAT AN OFFICIAL SIGN STATING NO DUMPING BE PLACED THERE. JIM LAPINSKI STATED THAT HE WILL CHECK INTO THIS ISSUE. COUNCILMEMBER JANKE STATED THAT HE MET WITH THE NEW RECREATION COORDINATOR AND SUGGESTED THAT ALL COUNCILMEMBERS STOP BY TO MEET HIM. COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE TO HAVE NEW DEPARTMENT HEADS ATTEND A COUNCIL MEETING AFTER THEY ARE HIRED TO BE INTRODUCED.

COUNCILMEMBER FOLL REPORTED THAT THE TENNIS GROUP HAS RECEIVED A USTA (UNITED STATES TENNIS ASSOCIATION) GRANT TO FINISH THE TENNIS COURTS. THEY WILL BE PAINTING THE LINES IN A NEW WAY THAT ENCOURAGES CHILDREN TO PLAY BUT STILL WORKS FOR ADULTS. SHE STATED THAT SHE ATTENDED THE LIBRARY BOOK SALE LAST WEEKEND AND THERE WERE MORE PEOPLE THERE THAN THE ROOM COULD HOLD. SHE SUGGESTED THAT THE BUILDING OFFICIAL INSPECT CITY FACILITIES AND MAKE RECOMMENDATIONS FOR A MAINTENANCE SCHEDULE FOR HEATING/AIR CONDITIONING UNITS, ROOFS, ETC.

MAYOR RARRICK STATED THAT THE NEXT COFFEE WITH THE MAYOR WILL BE MARCH 20 WITH THE COUNTY COMMISSIONERS FROM 3:00-5:00 P.M. DURING THEIR REGULAR MEETING. SHE STATED THAT THE APRIL COFFEE WITH THE MAYOR WILL BE AT THE COPPER BOWL ON APRIL 16 FROM 6:00-8:00 P.M.

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SHE ALSO STATED THAT APPLICATIONS FOR 2012 POOL STAFF ARE NOW BEING ACCEPTED. SHE WILL BE PARTICIPATING IN THE MEALS ON WHEELS WALK-A-THON ON MARCH 27. SHE STATED THAT THE EMPLOYEE ADVISORY COMMITTEE MET AND CHOSE JOE HIRSCH AS THE 2011 EMPLOYEE OF THE YEAR. SHE STATED THAT THE DEPARTMENT HEADS CHOSE THE COLVILLE FIRE DEPARTMENT AND THE LIBRARY IMPROVEMENT CLUB AS THE 2011 VOLUNTEERS OF THE YEAR.

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

[8:53:15 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT 8:53 P.M.

MAYOR DEBORAH RARRICK

Attest: _____

Holly Pannell, CMC, PFO, City Clerk/
Human Resources Manager