

Colville, Washington
Regular City Council Meeting Minutes
October 30, 2012

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

[7:00:33 PM](#)

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

[7:04:28 PM](#)

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 CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, AIRPORT BOARD CHAIRMAN JEFF HARSHMAN AND MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE OCTOBER 9, 2012 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MINUTES OF THE OCTOBER 23, 2012 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #03. **OCTOBER 31, 2012 CLAIMS CHECKS #47689 ~ #47722 IN THE AMOUNT OF \$213,393.23 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **OCTOBER 19, 2012 ~ OCTOBER 25, 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 OCTOBER 30, 2012 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: OCTOBER 31, 2012 CLAIMS CHECKS #47689 ~ #47722 IN THE AMOUNT OF \$213,393.23" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:06:25 PM](#)

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

THERE WERE NO PUBLIC COMMENTS.

NEW BUSINESS:

- #06. **DISCUSSION/ACTION: POSSIBLE APPROVAL OF TASK ORDER #12-08 WITH WELCH COMER FOR SURVEY SERVICES FOR THE GARDEN HOMES PROJECT.**

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT WELCH COMER WILL BE USED AS A CONSULTING ENGINEER. HE STATED THAT THEY PLAN TO DO AS MUCH WORK IN HOUSE ON THIS PROJECT AS POSSIBLE.

Colville, Washington
Regular City Council Meeting Minutes
October 30, 2012

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE TASK ORDER #12-08 IN THE AMOUNT OF \$13,000 WITH WELCH COMER TO BE FUNDED WITH DWSRF (DRINKING WATER STATE REVOLVING FUND) LOAN FUNDS.

[7:12:29 PM](#)

MOTION PASSED.

#07. DISCUSSION/ACTION: DISCUSS LABOR RELATIONS AND UNION NEGOTIATIONS.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER FOSTER SECONDED THE MOTION TO RATIFY THE ACTIONS OF THE NEGOTIATING COMMITTEE AND APPROVE THE PROPOSED AGREEMENT FOR THE TEAMSTERS SWORN OFFICERS UNIT FOR 2012-2015.

[7:23:01 PM](#)

MOTION PASSED. *THERE WAS ONE DISSENSION NOTED FROM COUNCILMEMBER FOLL.*

#08. DISCUSSION: CONTINUED REVIEW OF THE PROPOSED 2013 BUDGET.

COUNCILMEMBER JANKE REVIEWED SOME IDEAS REGARDING THE 2013 BUDGET.

GOALS:

1. Seek Balance among departments and funds.
2. Minimize financial burden to residents.
3. Provide funding to position the City for Capital Project accomplishment.
4. Improve quality of life.

PROPOSALS:

1. Page 10 of expenditures – Engineering Services budgeted at \$39,375
 - Propose reducing that to \$10,000
 - Provide \$15,000 to Recreation for a full-time secretary for 8-months
 - Provide \$14,375 to road maintenance in the Street fund
2. Since we received a grant for water/sewer for \$750,000
 - Suspend the Water/Sewer rate increase for 2013 (\$6.91/month approx. \$172,815)
3. Forgo the 1% Property Tax increase for 2013 (approx. \$10,000)
4. Page 1 of expenditures – projected Current Expense unreserved ending fund balance for 2013
 - Reduce from \$223,056 to \$173,056
 - \$25,000 to road maintenance in the Street fund
 - \$25,000 to a Capital Projects Reserve
5. Reduce Current Expense 2013 budget requests as follows:
(Potential savings of \$29,700 to be moved into the Capital Projects reserve)
 - a. City Council
 reduce miscellaneous to zero -\$100

Colville, Washington
Regular City Council Meeting Minutes
October 30, 2012

b.	City Hall reduce small tools/equipment (server) to zero server to be purchased in 2012	-\$10,000
c.	City Clerk reduce professional services to \$700	-\$300
d.	Treasurer reduce repairs/maintenance to \$7,000 reduce miscellaneous to \$700	-\$800 -\$300
e.	Park reduce fuel to \$4,000 reduce small tools and equipment to \$4,000	-\$1,000 -\$1,500
f.	Recreation reduce professional services to \$12,000 reduce communications to \$1,500 reduce transportation to \$100 reduce miscellaneous to \$800	-\$4,300 -\$700 -\$300 -\$400
g.	Swimming Pool reduce small tools and equipment to \$4,000 reduce utilities to \$12,200	-\$3,200 -\$3,000
h.	Building/Planning reduce building supplies to \$800 reduce building professional services to \$500 reduce building miscellaneous to \$400 reduce planning supplies to \$800 reduce historic preservation to \$600	-\$600 -\$300 -\$200 -\$300 -\$500
i.	Airport reduce supplies to \$1,000 reduce small tools and equipment to zero reduce utilities to \$4,500 reduce repairs and maintenance to \$1,000 reduce miscellaneous to \$800	-\$500 -\$200 -\$500 -\$500 -\$200

6. Establish a Council Budget Committee

- Composed of 3 Councilmembers plus 2 or 3 citizens
- Purpose:
 - a. recommend financial goals
 - b. recommend options to reach goals
 - c. take a look and identify tradeoffs
- Complete this process by August 1st so this can tie into formal budget process.

Colville, Washington
Regular City Council Meeting Minutes
October 30, 2012

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE GRANT FUNDING THAT WAS RECEIVED WAS NOT FOR A COMBINED WATER/SEWER PROJECT. THIS PROJECT IS WATER ONLY AND REALLY HAS NOTHING TO DO WITH THE RATE INCREASES ASSOCIATED WITH SEWER.

THESE PROPOSALS WILL BE TYPED AND DISTRIBUTED TO THE COUNCILMEMBERS AND STAFF. COUNCIL REQUESTED THAT EVERYONE BE PREPARED TO DISCUSS TRADE OFFS AND PROPOSALS AT THE NEXT COUNCIL MEETING.

CITY TREASURER VICKIE STRONG STATED THAT WE WILL NEED TO CHANGE THE BUDGETED AMOUNT FOR 2013 FOR PROPERTY TAX WHETHER WE TAKE THE 1% INCREASE OR NOT, DUE TO THE HIGHEST LAWFUL LEVY INFORMATION. THE BUDGET WILL NEED TO BE INCREASED BY \$20,000 IN ORDER TO MAKE US ELIGIBLE TO RECEIVE THE PROPERTY TAXES THAT ARE COLLECTED. THIS ISSUE IS SEPARATE FROM THE 1% INCREASE ISSUE, BUT IF WE DON'T BUDGET FOR IT, WE WONT RECEIVE IT. VICKIE STRONG STATED THAT SHE RECOMMENDS THAT WE NOT ALLOCATE TO SPEND ANY MORE THAN HALF OF THE \$20,000 UNTIL WE HAVE A SOLID FIGURE AFTER THE BEGINNING OF THE YEAR.

COMMITTEE OR SPECIAL REPORTS:

#09. CITY ATTORNEY: **REPORT ON ANY PENDING ITEMS.**

NO REPORT.

#10. COUNCIL PENDING ITEMS: **REVIEW LIST OF COUNCIL PENDING ITEMS.**

COUNCILMEMBER FOLL REVIEWED THE FINAL DRAFT OF THE FEE CHARTS. COUNCILMEMBER LAWSON STATED THAT SHE WOULD PROPOSE THAT THE POOL FEES STAY THE SAME AS 2012. COUNCILMEMBER FOLL ASKED THAT THE DEPARTMENT HEADS REVIEW THE CHARTS AGAIN AND REQUESTED THAT THEY BE PLACED ON THE NEXT AGENDA FOR FINAL ADOPTION.

COUNCILMEMBER JANKE REQUESTED THAT DIAGONAL PARKING BE PLACED ON THE PENDING LIST FOR THE NEED TO MONITOR AND REVIEW ANY ISSUES.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

CHIEF MESHISHNEK STATED THAT WE HAVE NOT RECEIVED ANY 2013 FEE INCREASES FROM THE SHERIFF'S OFFICE YET. HE ALSO STATED THAT THE NEW PATROL CAR WILL MAKE ITS DEBUT TOMORROW NIGHT FOR HALLOWEEN.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE 3RD AVENUE AND ELM STREET PROJECTS WILL BE FINALIZED AT THE NEXT COUNCIL MEETING.

AIRPORT BOARD CHAIRMAN JEFF HARSHMAN STATED THAT THERE ARE ONGOING ISSUES WITH THE NEW PROPOSED LEASE AGREEMENTS FOR THE AIRPORT HANGARS.

COUNCILMEMBER BIRCH ASKED ABOUT THE RECENT DITCH CLEANING WORK THAT WAS DONE. HE ASKED WHY WE HAD TO HIRE AN OUTSIDE CONTRACTOR FOR THAT WORK AND WHY IT COULDN'T BE COMPLETED WITH CITY STAFF. ERIC DURPOS STATED THAT THIS WAS A STREET DEPARTMENT PROJECT, HOWEVER IT WAS TOO BIG AND THEY WOULD HAVE NEEDED AN EXCAVATOR. COUNCILMEMBER BIRCH STATED THAT HE WILL FOLLOW UP WITH THE STREET SUPERINTENDENT.

MAYOR RARRICK THANKED THE COUNCIL FOR A PRODUCTIVE MEETING AND SHE STATED THAT SHE AGREES WITH FOREGOING THE 1% PROPERTY TAX INCREASE.

Colville, Washington
Regular City Council Meeting Minutes
October 30, 2012

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

[8:36:31 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT 8:36 P.M.

MAYOR DEBORAH RARRICK

Attest: _____

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