

**Colville, Washington**  
**Regular Colville City Council Meeting Minutes**  
**February 12, 2013**

**7:00 PM:** MEETING CALLED TO ORDER BY MAYOR PRO-TEM NANCY FOLL.

[6:58:53 PM](#)

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

[6:59:56 PM](#)

**PRESENT:** COUNCILMEMBER NANCY FOLL, COUNCILMEMBER DOROTHY BERGIN, COUNCILMEMBER ANNE LAWSON, COUNCILMEMBER BILL BEATTY, COUNCILMEMBER LOU JANKE AND COUNCILMEMBER TERRY FOSTER.

**ABSENT:** COUNCILMEMBER MIKE BIRCH 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, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, LIBRARY MANAGER KRISTA OHRTMAN, LEAD MECHANIC JEFF LONG AND FIRE CHIEF JOE HIRSCH.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **MINUTES OF THE JANUARY 22, 2013 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MINUTES OF THE JANUARY 29, 2013 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #03. **FEBRUARY 13, 2013 CLAIMS CHECKS #48373 ~ #48456 IN THE AMOUNT OF \$83,040.08 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **JANUARY, 2013 PAYROLL CHECKS #48337 ~ #48372 IN THE AMOUNT OF \$267,304.31 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **JANUARY, 2013 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #06. **JANUARY 25, 2013 ~ FEBRUARY 7, 2013 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR PRO-TEM FOLL READ THE CONSENT AGENDA.

COUNCILMEMBER JANKE REQUESTED THAT THE JANUARY 22 AND THE JANUARY 29 MINUTES BE DISCUSSED SEPARATELY AND REMOVED FROM THE CONSENT AGENDA.

COUNCILMEMBER FOSTER MOVED AND COUNCILMEMBER BEATTY 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 12, 2013 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: FEBRUARY 13, 2013 CLAIMS CHECKS #48373 ~ #48456 IN THE AMOUNT OF \$83,040.08; JANUARY, 2013 PAYROLL CHECKS #48337 ~ #48372 IN THE AMOUNT OF \$267,304.31" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:01:50 PM](#)

MOTION PASSED.

COUNCILMEMBER JANKE REQUESTED THAT THE FULL CONTENTS OF THE PROPOSED PROCLAMATIONS FROM THE LAST TWO COUNCIL MEETINGS BE ADDED TO THE MINUTES IN THEIR ENTIRETY SINCE NEITHER PROCLAMATION WAS READ INTO THE RECORD.

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COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JANUARY 22, 2013 REGULAR COLVILLE CITY COUNCIL MEETING AND THE MINUTES OF THE JANUARY 29, 2013 REGULAR COLVILLE CITY COUNCIL MEETING WITH THE PROCLAMATIONS INSERTED.

[7:03:31 PM](#)

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

THERE WERE NO PUBLIC COMMENTS.

**PUBLIC APPEARANCES AND FORUM TIME:**

**#08. DISCUSSION/ACTION: REQUEST TO ALLOW CAMPING IN THE CITY PARK ON JULY 6-7, 2013 FOR THE COLVILLE SHARKS HOME SWIM MEET.**

LEIGH YOUNGBLOOD, 1047 WARD WAY, STATED THAT SHE IS HERE ASKING FOR PERMISSION TO HAVE CAMPING IN THE CITY PARK FOR THE HOME SWIM MEET. SHE STATED THAT THEY ARE REQUESTING TENT CAMPING IN THE PARK AND RV PARKING ON THE EAST AND WEST SIDES OF THE PARK. FOLLOWING DISCUSSION, THE DATES NEEDED FOR CAMPING WERE MODIFIED.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ALLOW TENT CAMPING IN THE CITY PARK AND RV PARKING ON THE EAST AND WEST SIDES OF THE PARK ON JULY 4-6, 2013 FOR THE COLVILLE SHARKS HOME SWIM MEET.

[7:09:41 PM](#)

MOTION PASSED.

**#09. DISCUSSION/ACTION: PROPOSAL TO MOVE FORWARD WITH A LEASE FOR THE PARKING LOT LOCATED AT 2<sup>ND</sup> AND MAIN.**

RYKE DAHLEN, PARKING COMMISSION CHAIR, STATED THAT THEY WOULD LIKE TO ENTER INTO A LEASE FOR THE PARKING LOT AT 202 NORTH MAIN. HE STATED THAT THEY HAVE NEGOTIATED TERMS WITH DR. JASON KEEFE WITH THE FOLLOWING TERMS: MONTHLY LEASE FEE OF \$309.00; UP FRONT REIMBURSEMENT OF \$720.00 FOR LOT IMPROVEMENTS MADE BY DR. KEEFE IN 2012; WAIVE ALL PAST DUE PARKING FEES CURRENTLY OWED OF \$301.00; MONTHLY PARKING FEE OF \$12.00 BE WAIVED FOR THE TERM OF THE CONTRACT. RYKE DAHLEN STATED THAT THE PARKING COMMISSION VOTED TO ACCEPT THE TERMS.

MAYOR PRO-TEM FOLL STATED THAT THE NEXT STEP WOULD BE TO WORK WITH THE CITY ATTORNEY TO DRAFT THE NECESSARY LEASE DOCUMENTS.

COUNCILMEMBER JANKE ASKED HOW MANY PARKING SPACES WOULD BE AVAILABLE IN THE LOT. RYKE DAHLEN STATED THAT IT WILL BE A MINIMUM OF 20 AND A MAXIMUM OF 25. COUNCILMEMBER JANKE ALSO ASKED FOR THE BASIS OF THE MONTHLY LEASE FEE. RYKE DAHLEN STATED THAT THEY AGREED TO \$250.00 AND DR. KEEFE IS PAYING \$59.00 A MONTH FOR TAXES.

COUNCILMEMBER LAWSON ASKED IF THE PARKING COMMISSION IS PLANNING ON MAKING ANY IMPROVEMENTS. RYKE DAHLEN STATED THAT THEY WILL CLEAN IT UP AND BRING IN GRAVEL BUT THEY WILL NOT BE PAVING THE LOT.

COUNCILMEMBER BERGIN ASKED WHY WE WOULD REIMBURSE FOR IMPROVEMENTS. RYKE DAHLEN STATED THAT DR. KEEFE BROUGHT IN GRAVEL AND HAD IT GRADED WHICH HAS IMPROVED THE LOT.

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SHE ALSO ASKED ABOUT BIKE RACKS, BENCHES AND SIGNAGE, WHICH HAD BEEN PREVIOUSLY DISCUSSED. RYKE DAHLEN STATED THAT THEY THOUGHT ABOUT BENCH SIGNAGE. DR. KEEFE HAS SINCE SOLD HIS BUSINESS AND THOSE MIGHT NOT BE NECESSARY.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ALLOW STAFF AND THE PARKING COMMISSION TO WORK WITH THE CITY ATTORNEY TO DRAFT THE NECESSARY LEASE DOCUMENTS AND BRING THEM BACK FOR COUNCIL APPROVAL.

[7:20:15 PM](#)

MOTION PASSED.

**UNFINISHED BUSINESS:**

- #10. DISCUSSION/POSSIBLE ACTION:            REQUEST FOR FURTHER PUBLIC COMMENT AND COUNCIL PROPERTY REVIEW OF LAND OWNED BY THE CITY ON COLVILLE MOUNTAIN.**

CRAIG NEWMAN, 169 MAY RD, STATED THAT HE WOULD LIKE THE COUNCIL TO APPOINT A COMMITTEE TO DEVELOP A MANAGEMENT PLAN FOR THE MOUNTAIN BEFORE A DECISION IS MADE.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER FOSTER SECONDED THE MOTION TO RETAIN THE CITY OWNED PROPERTY ON COLVILLE MOUNTAIN AS NATURAL OPEN SPACE FOR PUBLIC RECREATION AND MANAGE THE TIMBER TO MITIGATE POTENTIAL WILDFIRE DANGER, FORM A CITIZENS ADVISORY COMMITTEE, UP TO SEVEN MEMBERS, AT LEAST FOUR FROM WITHIN THE CITY LIMITS PLUS COUNCIL REPRESENTATIVES FROM THE RECREATION DEPARTMENT, COMMITTEE TO BE HEADED BY JAKE WILSON, RECREATION COORDINATOR. THE COMMITTEE WILL RECOMMEND TYPES OF USES, LOCATIONS OF TRAILS AND PUBLIC ACCESS AS WELL AS BUDGETING SUGGESTIONS TO INCLUDE GRANTS, VOLUNTEER EFFORTS AND CITY FUNDS TO MAINTAIN THE MOUNTAIN.

[7:29:09 PM](#)

MOTION PASSED.

IT WAS STATED THAT THE CITY WILL NEED TO ADVERTISE AND SEEK APPLICATIONS FOR MEMBERSHIP ON THE COMMITTEE.

**NEW BUSINESS:**

- #11. DISCUSSION/ACTION:            POSSIBLE APPOINTMENT OF CITY OF COLVILLE FIRE CHIEF.**

JOE HIRSCH STATED THAT HE HAS BEEN WITH THE FIRE DEPARTMENT FOR 23 YEARS. HE WAS RECENTLY ELECTED BY THE MEMBERS TO REPLACE JEFF PITTS AS THE FIRE CHIEF.

COUNCILMEMBER BEATTY MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF JOE HIRSCH TO THE POSITION OF FIRE CHIEF.

[7:34:49 PM](#)

MOTION PASSED.

- #12. DISCUSSION/ACTION:            POSSIBLE APPROVAL OF WELCH COMER TASK ORDER 13-01 FOR THE 2013 HAWTHORNE FUNDING STRATEGY.**

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THIS IS FOR SOME PRELIMINARY ENGINEERING TO PUT TOGETHER A FUNDING STRATEGY TO START A CONCEPT OF WHAT WE CAN DO TO MAKE IMPROVEMENTS ON HAWTHORNE AVENUE. HE STATED THAT THIS WOULD LIKELY BE A LARGE MULTIPLE YEAR PROJECT.

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COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE TASK ORDER 13-01 WITH WELCH COMER IN THE AMOUNT OF \$7,500.00 FOR THE 2013 HAWTHORNE FUNDING STRATEGY USING \$2,500.00 OUT OF WATER/SEWER AND \$5,000.00 OUT OF CURRENT EXPENSE PROFESSIONAL SERVICE FUNDS.

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MOTION PASSED.

**#13. DISCUSSION/ACTION: COUNCIL PROPERTY REVIEW FOR YEP KANUM PARK, THE FIRE HALL AND THE LIBRARY.**

COUNCILMEMBER JANKE STATED THAT HE HAS NO ISSUES WITH THE PARK. HOWEVER, HE WONDERS ABOUT THE OFFICES AND WHETHER THAT IS THE BEST USE TO MAINTAIN THAT HOUSE AS THE OFFICE OR IF THAT COULD BE ACCOMMODATED ELSEWHERE. MAYOR PRO-TEM FOLL ASKED THAT COUNCIL REPRESENTATIVES JANKE AND FOSTER WORK ON OPTIONS WITH THE RECREATION COORDINATOR AND COME BACK WITH RECOMMENDATIONS BY SEPTEMBER 1, 2013.

FIRE CHIEF JOE HIRSCH STATED THAT THE LOCATION FOR THE FIRE HALL IS GOOD. THERE ARE SOME MAINTENANCE ISSUES AND THE BATHROOMS UPSTAIRS HAVE NEVER BEEN FINISHED. THESE ISSUES WILL LIKELY COME FORWARD DURING THE FACILITY REVIEW FOR ALL BUILDINGS.

LIBRARY MANAGER KRISTA OHRTMAN STATED THAT THE LIBRARY IS A VERY OLD BUILDING AND HAS SOME CHALLENGES. SHE STATED THAT PARKING IS THE MAJOR ISSUE.

MAYOR PRO-TEM FOLL STATED THAT THE CONSENSUS IS TO LEAVE THESE PROPERTIES IN THEIR CURRENT USE.

COUNCILMEMBERS REVIEWED AN ESTIMATE FROM HOUSE OF MUSIC TO OBTAIN AN ADDITIONAL MICROPHONE FOR THE PUBLIC TO USE.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BEATTY SECONDED THE MOTION TO USE THE EXCESS CARRY FORWARD BALANCE IN CURRENT EXPENSE UP TO \$1,000 FOR THE NEW PUBLIC MICROPHONE AND INSTALLATION.

[8:01:57 PM](#)

MOTION PASSED.

**COMMITTEE OR SPECIAL REPORTS:**

**#14. REPORTS/DISCUSSION: MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI STATED THAT THE MAYOR ASKED HIM TO REPORT THAT SHE HAS MET WITH THE SCHOOL SUPERINTENDENT ABOUT THE SNOW REMOVAL ON SIDEWALK ISSUES AND THERE ARE NO CONCLUSIONS BUT THERE WILL BE FURTHER DISCUSSIONS.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE RESERVOIR TRANSMISSION MAIN PROJECT IS OUT TO BID, THERE IS A SET OF PLANS AVAILABLE AT CITY HALL FOR COUNCIL REVIEW.

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

NO REPORT.

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

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COUNCILMEMBER LAWSON ASKED ABOUT THE RFP (REQUEST FOR PROPOSALS) FOR PROFESSIONAL COMMERCIAL REAL ESTATE SERVICES, IT WAS ALSO ASKED WHO WILL BE ON THE RANKING COMMITTEE. JIM LAPINSKI WAS ASKED TO PUT THE INFORMATION IN COUNCIL BOXES.

**INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:**

COUNCILMEMBER BEATTY STATED THAT THERE WAS A SERIOUS INCIDENT AT A LOCAL SCHOOL RECENTLY, AND HE THINKS THAT THE CITY SHOULD RECOGNIZE THE YOUNG STUDENT WHO TURNED IN THE OTHER STUDENTS IN SOME WAY. COUNCILMEMBER JANKE EXPRESSED CONCERN OVER TAKING THIS INFORMATION PUBLIC. IT WAS STATED THAT THE STUDENT WILL BE PUBLICLY RECOGNIZED AT A SCHOOL BOARD MEETING. POLICE CHIEF MESHISHNEK STATED THAT THE MAYOR IS AWARE AND WILL FOLLOW PROTOCOL TO DO THAT WHEN THE TIME COMES.

COUNCILMEMBER JANKE STATED THAT HE HANDED OUT THE DRAFT ECONOMIC DEVELOPMENT STRATEGY FROM TRI COUNTY ECONOMIC DEVELOPMENT. HE ASKED THE COUNCILMEMBERS TO REVIEW THE MATERIALS AND LET HIM KNOW IF THERE ARE ANY QUESTIONS. COUNCILMEMBER JANKE ALSO STATED THAT THE TOWN OF REPUBLIC HAS BEEN GIVEN PERMISSION FROM THE DEPARTMENT OF FISH AND WILDLIFE TO HARVEST DEER. HE STATED THAT HE WOULD LIKE TO KNOW HOW REPUBLIC GOT THAT PERMISSION AND HOW IT IS GOING. CHIEF MESHISHNEK WILL FOLLOW UP AND REPORT BACK AT THE FEBRUARY 26, 2013 COUNCIL MEETING.

COUNCILMEMBER JANKE ASKED ABOUT THE ROBERT VINSON ESTATE, HE STATED THAT HE HEARD THAT THERE IS A LARGE AMOUNT OF MONEY COMING TO THE CITY AND HE HASN'T HEARD ANYTHING ABOUT IT FROM THE MAYOR.

MAYOR PRO-TEM FOLL REVIEWED POTENTIAL DATES FOR THE COUNCIL WORK SESSION AND ALSO STATED THAT WE WILL NEED TO ESTABLISH SOME TOPICS. IT WAS DECIDED THAT THE WORK SESSION WILL BE IN THE EVENING ON TUESDAY, APRIL 30, 2013 AND THURSDAY, MAY 2, 2013. MAYOR PRO-TEM FOLL STATED THAT THE LOCATION AND TIMES WILL BE ANNOUNCED AT A LATER DATE. SHE REQUESTED THAT EVERYONE INCLUDING STAFF SUBMIT TOPICS FOR THE AGENDA.

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

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MOTION PASSED.

**TIME OF ADJOURNMENT: 8:33 P.M.**

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MAYOR PRO-TEMPORE NANCY FOLL

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