

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

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

[7:00:00 PM](#)

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

[7:00:47 PM](#)

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

ABSENT: COUNCILMEMBER ANNE LAWSON AND COUNCILMEMBER BILL BEATTY.

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, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, LEAD MECHANIC JEFF LONG AND FIRE CHIEF JOE HIRSCH.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE MARCH 12, 2013 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MARCH 27, 2013 CLAIMS CHECKS #48644 ~ #48727 IN THE AMOUNT OF \$62,014.92 INCLUDING VOIDED CHECKS #48644 ~ #48661 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **MARCH 8, 2013 ~ MARCH 21, 2013 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

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 26, 2013 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: MARCH 27, 2013 CLAIMS CHECKS #48644 ~ #48727 IN THE AMOUNT OF \$62,014.92" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:02:32 PM](#)

MOTION PASSED.

PUBLIC HEARING/ACTION:

- #04. **PUBLIC HEARING: PROPOSED AMENDMENT TO THE 2013 OPERATING BUDGET.**

[7:03:05 PM](#) MAYOR RARRICK DECLARED THE PUBLIC HEARING REGARDING THE PROPOSED AMENDMENT TO THE 2013 OPERATING BUDGET OPEN AT 7:03 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.

[7:04:39 PM](#) AS THERE WAS NO PUBLIC COMMENT ON THIS ISSUE, MAYOR RARRICK CLOSED THE PUBLIC HEARING AT 7:04 P.M.

- #05. **DISCUSSION/ACTION:** PROPOSED ORDINANCE AMENDING THE 2013 OPERATING BUDGET.

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

COUNCILMEMBER JANKE ASKED WHY WE ADJUSTED THE PROJECTED REVENUE FOR SEWER AND WHAT THE CAUSE MIGHT BE OF LOWER COLLECTIONS. MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT WE DON'T USUALLY ADJUST THE REVENUE PROJECTION BUT SINCE THE ACTUAL HAS BEEN LOWER HE FELT IT NEEDED TO BE MORE ACCURATE WHICH WILL ASSIST IN FUTURE PROJECTIONS. COUNCILMEMBER JANKE ALSO ASKED ABOUT THE ADJUSTMENT TO THE CFP (CAPITAL FACILITIES PLAN) RESERVES BASED ON THE EXCESS PROPERTY AND SALES TAX. CITY TREASURER VICKIE STRONG REMINDED COUNCIL THAT THERE IS A RESOLUTION THAT TAKES EXCESS PROPERTY AND SALES TAX COLLECTIONS AND SETS IT ASIDE FOR CFP PROJECTS. VICKIE STRONG ALSO EXPLAINED THAT SHE HAS DEVELOPED A MORE DETAILED COST ALLOCATION PLAN FOR HER OFFICE AND THEREFORE THE CHARGES TO SOME DEPARTMENTS NEEDED TO BE ADJUSTED.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1495 N.S. AMENDING THE 2013 OPERATING BUDGET.

[7:14:01 PM](#)

MOTION PASSED.

(ORDINANCE NO. 1495 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

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 A PARADE ON OAK STREET AS PART OF A SECOND AMENDMENT APPRECIATION DAY CELEBRATION ON APRIL 2, 2013.

ROGER MAY, 395 TIGER DRIVE, STATED THAT HE WAS ASKED TO ATTEND BY STEVENS COUNTY COMMISSIONER STEVE PARKER. THEY ARE PROPOSING TO HAVE A SIMPLE ONE BLOCK PARADE AND WOULD ONLY REQUIRE A SMALL AMOUNT OF TRAFFIC CONTROL. HE STATED THAT THEY WILL BE FIRING OFF THE GUNS THAT WILL BE LOADED WITH BLANKS. MAYOR RARRICK STATED THAT THERE IS AN ORDINANCE PROHIBITING THE FIRING OF GUNS IN THE CITY LIMITS UNDER CHAPTER 9.32 WEAPONS AND EXPLOSIVES.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE THE REQUEST TO HOLD A PARADE ON OAK STREET AS PART OF A SECOND AMENDMENT APPRECIATION DAY CELEBRATION ON APRIL 2, 2013 AT 12:00 P.M. CLOSING PORTIONS OF OAK STREET AND BIRCH AVENUE AND GRANTING A VARIANCE TO CHAPTER 9.32 OF THE COLVILLE MUNICIPAL CODE FOR THE SHOOTING OF CEREMONIAL GUNS SHOOTING BLANKS.

[7:21:59 PM](#)

MOTION PASSED.

#08. DISCUSSION/ACTION: REQUEST TO FLY THE CHILDREN'S MEMORIAL FLAG AT CITY HALL DURING THE MONTH OF APRIL FOR NATIONAL CHILD ABUSE PREVENTION MONTH.

BECKY BERRY, 171 W. 8TH, STATED THAT SHE IS EMPLOYED BY THE DIVISION OF CHILDREN AND FAMILY SERVICES AND APRIL IS THE NATIONAL CHILD ABUSE PREVENTION MONTH. THIS YEAR IN ORDER TO INCREASE AWARENESS THEY WOULD LIKE TO FLY A FLAG TO ASSIST IN THIS EFFORT, THE FLAG IS 3 FEET X 5 FEET. SHE STATED THAT THEY ARE ASKING THAT IT BE FLOWN FOR THE WHOLE MONTH.

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE REQUEST TO FLY THE CHILDREN'S MEMORIAL FLAG AT CITY HALL DURING THE MONTH OF APRIL TO RAISE AWARENESS FOR NATIONAL CHILD ABUSE PREVENTION MONTH.

[7:29:02 PM](#)

MOTION PASSED.

#09. DISCUSSION/ACTION: REQUEST TO WAIVE SOLID WASTE DISPOSAL SERVICE.

DANIEL HOLMES, 611 SOUTH ALDER, STATED THAT HE WOULD LIKE TO DISCONTINUE HIS GARBAGE SERVICE SINCE HIS DAD PICKS UP HIS GARBAGE FOR HIM.

CITY TREASURER VICKIE STRONG STATED THAT HE COULD REQUEST TO SWITCH TO THE SMALLEST CONTAINER. MR. HOLMES WAS ENCOURAGED TO FILL OUT THE LOW INCOME DISABILITY RATE APPLICATION AND THIS WILL REDUCE HIS BILL BY 50% IF HE QUALIFIES.

COUNCILMEMBER FOLL STATED THAT SHE THINKS THAT WE NEED TO THINK ABOUT AMENDING OUR RULES TO TRY TO ACCOMMODATE SOME OF THESE SIMILAR REQUESTS INCLUDING THE SHARING OF CONTAINERS.

MAYOR RARRICK STATED THAT THE COUNCIL IS UNABLE TO GRANT THE REQUEST AT THIS TIME AS GARBAGE SERVICE IS REQUIRED PER THE CITY ORDINANCE.

UNFINISHED BUSINESS:

#10. DISCUSSION/POSSIBLE ACTION: REVIEW WATER AND SEWER CONNECTION FEES.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THIS ITEM HAS BEEN ON THE PENDING LIST. HE STATED THAT A CONSULTANT DID A STUDY TO HELP JUSTIFY THE NEW FEES THAT WERE ADOPTED IN 2010. THE FINAL DECISION AT THAT TIME WAS TO INCREASE THE FEES OVER A FIVE (5) YEAR PERIOD. ERIC DURPOS ALSO STATED THAT SINCE WE PASSED THE NEW FEES THERE HAVE BEEN SEVERAL BUILDERS/DEVELOPERS THAT PRE-PAID FOR THEIR WATER AND SEWER CONNECTIONS. HE STATED THAT SOME OF THOSE ARE STILL BEING HELD IN THE SYSTEM UNTIL THE PROJECT MOVES FORWARD.

ERIC DURPOS WAS ASKED TO DEVELOP A POLICY FOR HOW LONG THESE PRE-PAYMENTS CAN SIT ON THE BOOKS BEFORE THEY ARE REQUIRED TO HOOK UP.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION THAT ORDINANCE NO. 1456 N.S. WATER SYSTEM DEVELOPMENT FEES AND ORDINANCE NO. 1457 N.S. SEWER SYSTEM DEVELOPMENT FEES REMAIN AS ADOPTED.

[7:55:55 PM](#)

MOTION PASSED.

NEW BUSINESS:

#11. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR THE 2013 HOT MIX ASPHALT PATCHING & OVERLAY CONTRACT.

STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT HE IS RECOMMENDING AWARD TO VERSATILE INDUSTRIES.

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO AWARD THE 2013 HOT MIX ASPHALT PATCHING AND OVERLAY CONTRACT TO VERSATILE INDUSTRIES IN THE AMOUNT OF \$42,970.00.

[8:03:50 PM](#)

MOTION PASSED.

#12. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR A 2013 UTILITY WORK MACHINE FOR THE STREET DEPARTMENT.

COUNCILMEMBER FOSTER MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AWARD THE BID FOR A 2013 BOBCAT TOOLCAT TO BOBCAT WEST IN THE AMOUNT OF \$47,325.29.

[8:18:15 PM](#)

MOTION PASSED.

#13. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR A 2013 HALF TON STANDARD CAB PICKUP FOR THE WATER/SEWER DEPARTMENT.

COUNCILMEMBER FOSTER ASKED IF A GOOD USED TRUCK COULD HAVE BEEN INVESTIGATED.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT IT WAS APPROVED IN THE 2013 BUDGET TO PURCHASE A NEW TRUCK TO KEEP THE CITY FLEET UP TO DATE. HE ALSO STATED THAT THEY ARE RECOMMENDING AWARD OF THE BID TO THE LOCAL VENDOR EVEN THOUGH IT IS SLIGHTLY HIGHER.

COUNCILMEMBER JANKE QUESTIONED WHETHER THIS WAS NECESSARY AT THIS TIME OR IF THIS COULD BE POSTPONED UNTIL NEXT YEAR.

NO ACTION WAS TAKEN BY THE COUNCIL.

#14. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR 2013 WATER METER & TRANSCEIVER UNIT PURCHASES.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AWARD THE BID FOR 2013 WATER METER AND TRANSCEIVER UNIT PURCHASES TO FERGUSON ENTERPRISES, INC.

[8:48:56 PM](#)

MOTION PASSED.

#15. DISCUSSION/POSSIBLE ACTION: AIRPORT PHONE AND INTERNET SERVICE.

MAYOR RARRICK STATED THAT THE CURRENT AIRPORT MANAGER SUBMITTED AN EXPLANATORY EMAIL AND SHE THOUGHT IT WAS REASONABLE THAT THE PHONE AND INTERNET NEEDED TO BE RE-INSTATED AT THE AIRPORT.

COUNCILMEMBER FOLL STATED THAT THIS WAS SPECIFICALLY LEFT OUT OF THE 2013 BUDGET.

COUNCILMEMBER JANKE ASKED WHAT THIS PHONE IS BEING USED FOR, SINCE ACCORDING TO THE BILLS THE CALLS ARE GOING TO VARIOUS PLACES. HE ASKED IF IT IS ALL AIRPORT RELATED BUSINESS. COUNCILMEMBER JANKE ALSO STATED THAT THERE IS AN ICBO (INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS) REQUIREMENT FOR FUEL TANKS THAT IT NEEDS A PHONE FOR EMERGENCY SERVICES. HE STATED THAT THIS ISSUE ALSO NEEDS TO BE ADDRESSED. HE FELT THAT THIS ISSUE SHOULD HAVE COME FROM THE AIRPORT BOARD.

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

COUNCILMEMBER FOLL STATED THAT THERE ARE MULTIPLE WAYS TO SET THESE UP. IT SHOULD BE BLOCKED FROM LONG DISTANCE PHONE CALLS AND SHE IS UNCLEAR WHY THE INTERNET IS NECESSARY AT THE AIRPORT. COUNCILMEMBER JANKE STATED THAT IT APPEARS TO BE TIED TO THE CAMERA THAT IS LOCATED AT THE AIRPORT.

COUNCIL REQUESTED THAT THE AIRPORT BOARD COME FORWARD WITH A RECOMMENDATION AND OPTIONS FOR THE PHONE AND INTERNET SERVICE AT THE AIRPORT.

#16. DISCUSSION/ACTION: **PROPOSED CONTRACT FOR REALTOR/ BROKERAGE SERVICES FOR THE OLD COUNTY SHOP BUILDING.**

COUNCILMEMBER FOLL ASKED WHEN THE COUNCIL MADE A DECISION ON THE LISTING PRICE FOR THIS BUILDING.

DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI STATED THAT MR. BEARDSLEE SUGGESTED THAT WE START AT THE LAST APPRAISED VALUE.

[9:07:46 PM](#) MAYOR RARRICK CALLED FOR A BRIEF RECESS.

[9:09:43 PM](#) MAYOR RARRICK RECONVENED THE REGULAR MEETING.

COUNCILMEMBER JANKE ASKED ABOUT THE MARKETING PLAN THAT WAS REQUESTED. HE THOUGHT THIS WOULD BE THE NEXT STEP, NOT LISTING IT.

COUNCILMEMBER BIRCH ASKED IF WE GET OUR OWN BUYER, WILL WE STILL HAVE TO PAY THE 8% COMMISSION. IT WAS DECIDED THAT THERE SHOULD BE AMENDMENTS TO THIS PROPOSED CONTRACT AND PART OF IT SHOULD INCLUDE THE REALTOR SUBMITTING A MARKETING PLAN.

COUNCILMEMBER FOLL ASKED WHAT THE CONTRACT TERM WOULD BE. IT WAS DECIDED THAT THERE SHOULD BE A TERMINATION DATE, MAYBE HAVE IT FOR 8 MONTHS.

JIM LAPINSKI WAS ASKED TO MAKE THE REQUESTED CHANGES AND BRING THE PROPOSAL BACK.

#17. DISCUSSION/POSSIBLE ACTION: **CITY PROPERTY REVIEW FOR THE MUNICIPAL AIRPORT, HEDRICK TRIANGLE, PLUM CREEK VACANT LOT AND COX PARKING LOT.**

JIM LAPINSKI REVIEWED THAT THE FOLLOWING PROPERTIES: MUNICIPAL AIRPORT, HEDRICK TRIANGLE, PLUM CREEK VACANT LOT AND THE COX PARKING LOT.

COUNCIL STATED THAT THEY WOULD LIKE THE AIRPORT BOARD TO ADDRESS AND SPECIFICALLY DEAL WITH THE NEED FOR THE EAST/WEST RUNWAY.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO LEAVE THE HEDRICK TRAIANGLE AS IS.

[9:28:37 PM](#)
MOTION PASSED.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE ALL DEPARTMENT HEADS TO HAVE THE OPPORTUNITY TO COMMENT ON ALL OF THESE PROPERTY ISSUES BEFORE THEY COME TO COUNCIL.

IT WAS DECIDED THAT STAFF SHOULD REVIEW THE PLUM CREEK VACANT LOT AND THEN JIM LAPINSKI SHOULD BRING IT BACK FOR CONSIDERATION.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO LEAVE THE COX PARKING LOT AS IS.

Colville, Washington
Regular Colville City Council Meeting Minutes
March 26, 2013

[9:36:09 PM](#)

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

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

NO REPORT.

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

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

POLICE CHIEF BOB MESHISHNEK STATED THAT THE ARTICLE THAT COUNCIL REQUESTED REGARDING THEFT IS IN THE PAPER THIS WEEK. HE STATED THAT THEY FOUND AND ORDERED IN-STREET PEDESTRIAN CROSSING SIGNS THAT WILL BE GLUED TO THE STREET. HE STATED THAT THEY WILL GO ON OAK AND WYNNE, THEY WILL NOT GO ON MAIN STREET RIGHT NOW SINCE WE DO NOT CONTROL MAIN STREET.

COUNCILMEMBER JANKE STATED THAT THERE IS A RECENT AWC (ASSOCIATION OF WASHINGTON CITIES) ACTION ALERT REGARDING MONEY FROM THE STATE BEING TAKEN AWAY FROM THE CITIES. HE REQUESTED THAT THE MAYOR CONTACT OUR REPRESENTATIVES BY SENDING A LETTER.

COUNCILMEMBER FOLL STATED THAT THERE WAS A REQUEST FOR LODGING TAX FROM THE ROTARY CLUB FOR A CHILI COOK-OFF FOR \$2,000 AND THE EVENT IS IN SEPTEMBER. SHE STATED THAT ONLY ONE MEMBER OF THE LODGING TAX ADVISORY COMMITTEE WAS PRESENT FOR THEIR MEETING AND RECOMMENDED APPROVAL.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE REQUEST FOR \$2,000 FOR THE ROTARY CLUB CHILI COOK-OFF.

[9:47:32 PM](#)

MOTION PASSED.

COUNCILMEMBER FOLL STATED THAT SHE IS STILL WORKING ON THE COUNCIL WORK SESSION AGENDA AND ONCE SOME QUESTIONS ARE ANSWERED IT WILL BE FINALIZED.

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

[9:52:13 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT 9:52 P.M.

MAYOR DEBORAH RARRICK

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