

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**July 30, 2013**

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

[7:01:48 PM](#)

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

[7:02:59 PM](#)

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

**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, FIRE CHIEF JOE HIRSCH AND CITY ATTORNEY JEAN CONGER.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

**#01. JULY 31, 2013 CLAIMS CHECKS #49613 ~ #49662 IN THE AMOUNT OF \$50,169.78 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**

**#02. JULY 17, 2013 ~ JULY 25, 2013 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 JULY 30, 2013 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: JULY 31, 2013 CLAIMS CHECKS #49613 ~ #49662 IN THE AMOUNT OF \$50,169.78" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:04:48 PM](#)

MOTION PASSED.

**PRIORITY ITEMS:**

**#03. DISCUSSION: INTERVIEW CANDIDATES FOR VACANT COUNCILMEMBER AT LARGE POSITION.**

MAYOR RARRICK EXPLAINED THE PROCEDURES FOR THE INTERVIEW OF THE CANDIDATES FOR THE VACANT COUNCILMEMBER AT LARGE POSITION CREATED BY THE RESIGNATION OF BILL BEATTY. THE APPLICANTS WERE ASKED TO DRAW NUMBERS FOR ORDER OF INTERVIEWS. THE APPLICANTS NOT BEING INTERVIEWED WERE ASKED TO LEAVE THE ROOM.

DOUG KYLE WAS THE FIRST TO BE INTERVIEWED, FOLLOWED BY PEARL MANCE AND JACK SMITH.

ALL CANDIDATES WERE ASKED THE FOLLOWING QUESTIONS:

1. PLEASE TELL US ABOUT YOUR EDUCATION OR EXPERIENCE THAT QUALIFIES YOU FOR THE POSITION OF CITY COUNCILPERSON.
2. PLEASE DESCRIBE YOUR UNDERSTANDING OF THE ROLE OF CITY COUNCILMEMBER.
3. HOW WILL YOU INCORPORATE THE OPINIONS OF YOUR CONSTITUENTS IN YOUR DECISION-MAKING?
4. WHAT SPECIFIC AREAS OF CITY GOVERNMENT INTEREST YOU THE MOST?

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**July 30, 2013**

5. DO YOU HAVE ANY AGENDAS, SPECIAL INTERESTS, OR GOALS FOR YOURSELF OR THE CITY COUNCIL?
6. DESCRIBE YOUR STRENGTHS AND THEN THE AREAS IN WHICH YOU WOULD LIKE TO IMPROVE.
7. WHY SHOULD WE SELECT YOU?

**#04. EXECUTIVE SESSION: DISCUSS CANDIDATES FOR VACANT COUNCILMEMBER AT LARGE POSITION. RCW 42.30.110(H)**

MAYOR RARRICK CALLED FOR AN EXECUTIVE SESSION AT 7:46 P.M. PER RCW 42.30.110(H) TO DISCUSS THE CANDIDATES FOR THE VACANT COUNCILMEMBER AT LARGE POSITION AND STATED THAT IT WOULD LAST FOR APPROXIMATELY 15 MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL REMAINED IN ATTENDANCE.

[7:59:07 PM](#) MAYOR RARRICK RECONVENED THE REGULAR MEETING AT 7:59 P.M.

**#05. POSSIBLE APPOINTMENT: VOTE FOR COUNCILMEMBER AT LARGE POSITION.**

MAYOR RARRICK POLLED THE COUNCIL FOR THEIR SELECTION:

FOSTER – JACK SMITH; BIRCH – JACK SMITH; JANKE – JACK SMITH; LAWSON – DOUG KYLE; BERGIN – DOUG KYLE; FOLL – DOUG KYLE; MAYOR RARRICK – DOUG KYLE.

DOUG KYLE WAS SELECTED TO FILL THE VACANCY.

**#06. OATH OF OFFICE: COUNCILMEMBER AT LARGE.**

MAYOR RARRICK ADMINISTERED THE OATH OF OFFICE FOR THE POSITION OF COUNCILMEMBER AT LARGE TO DOUG KYLE.

**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: PHEASANT RIDGE ESTATES LLC REQUEST TO RELEASE FUNDS BEING HELD.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO APPROVE THE REQUEST OF PHEASANT RIDGE ESTATES LLC TO RELEASE \$29,787.40 DUE TO THE NECESSARY WORK BEING PERFORMED AND INSPECTED TO THE SATISFACTION OF THE CITY.

MARK BEARDSLEE, PHEASANT RIDGE ESTATES MANAGING MEMBER, STATED THAT THE WORK COST APPROXIMATELY \$29,089.00.

COUNCILMEMBER JANKE STATED THAT THERE ARE TWO SPOTS THAT WEREN'T TREATED LIKE THE REST OF THE REPAIRS. HE STATED THAT IT LOOKS LIKE THE ASPHALT WASN'T CUT OUT THEY WERE JUST FILLED IN. MARK BEARDSLEE STATED THAT HE WASN'T ON SITE DURING THE WORK, BUT THE CITY STAFF WAS AND HE WAS UNDER THE IMPRESSION IT NEEDED TO BE DONE TO CITY SATISFACTION.

STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT THOSE AREAS WERE DONE AS A SKIN PATCH AND WILL NOT HOLD UP AS WELL. HE STATED THAT HE WAS ON SITE DURING THE WORK.

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**July 30, 2013**

COUNCILMEMBER JANKE ASKED IF THOSE TWO AREAS CAN BE FIXED PROPERLY. HE STATED THAT HE WOULD LIKE TO SEE THE BALANCE REMAINING ON THE BOND SPENT TO FIX THOSE TWO AREAS.

COUNCILMEMBER KYLE STATED THAT HE NOTICED THE SAME SPOTS. HE STATED THAT HE THOUGHT THE AGREEMENT STATED THAT THEY SHOULD ALL BE SAW CUT.

MARK BEARDSLEE STATED THAT HE IS WILLING TO WORK WITH THE CITY AND KNIFE RIVER TO FIX THESE AREAS PROPERLY. TERRY LECAIRE STATED THAT HE CAN PREPARE THE AREA AND THEN KNIFE RIVER CAN LAY THE ASPHALT. MARK BEARDSLEE STATED THAT HE IS WILLING TO SPEND UP TO THE AMOUNT OF THE BOND OR \$29,787.40. MARK BEARDSLEE AGREED TO THESE ARRANGEMENTS AND HE WILL CONTACT KNIFE RIVER AND PAY FOR THE ADDITIONAL REPAIR WORK UP TO THE AMOUNT PREVIOUSLY STATED.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AMEND THE ORIGINAL MOTION TO INCLUDE RELEASE OF THE FUNDS TO PHEASANT RIDGE ESTATES LLC, BUT REPAIRING THE TWO AREAS USING PROPER METHODS AS MARKED BY THE STREET SUPERINTENDENT NOT TO EXCEED THE TOTAL BOND AMOUNT OF \$29,787.40.

[8:28:04 PM](#)

MOTION TO AMEND PASSED.

[8:28:38 PM](#)

ORIGINAL MOTION AS AMENDED PASSED.

**UNFINISHED BUSINESS:**

**#09. DISCUSSION/ACTION:      **PROPOSED COLVILLE MUNICIPAL AIRPORT LEASE AGREEMENT.****

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE COLVILLE MUNICIPAL AIRPORT LEASE AGREEMENT.

COUNCILMEMBER FOLL REQUESTED SOME WORDING REVISIONS TO SECTION 2 ON PAGE 2. THE FIRST SENTENCE WILL BE CHANGED TO SAY, IN PART, "UNLESS OTHERWISE TERMINATED OR CANCELLED AS PROVIDED IN THIS DOCUMENT AND THE LESSEE IS CURRENT IN HIS RENT AND IS NOT IN WRITTEN DEFAULT IN ANY OF THE OTHER TERMS, COVENANTS AND CONDITIONS OF THIS LEASE."

[8:37:02 PM](#)

MOTION PASSED.

**NEW BUSINESS:**

**#10. DISCUSSION/ACTION:      **REQUEST FOR RELEASE OF BOND TO HUDESMAN COMMERCIAL PARK.****

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE WORK IS COMPLETED. HE IS RECOMMENDING RELEASE AS ALL ISSUES HAVE BEEN RESOLVED.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE RELEASE OF THE BOND IN THE AMOUNT OF \$45,000 TO THE DEVELOPER OF THE HUDESMAN COMMERCIAL PARK.

[8:39:06 PM](#)

MOTION PASSED.

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**July 30, 2013**

- #11. **DISCUSSION/ACTION:**      **POSSIBLE APPROVAL OF TASK ORDER 13-04 WITH WELCH COMER FOR INSPECTION SERVICES FOR THE GARDEN HOMES WATER IMPROVEMENTS PROJECT.**

ERIC DURPOS STATED THAT THIS IS FOR THE INSPECTION SERVICES FOR THIS PROJECT WHICH WILL NEED TO FOLLOW FEDERAL GUIDELINES SINCE THIS IS FEDERAL MONEY.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE TASK ORDER 13-04 WITH WELCH COMER FOR INSPECTION SERVICES ON THE 2013 GARDEN HOMES WATER IMPROVEMENTS PROJECT IN THE AMOUNT OF \$42,400.00.

[8:48:59 PM](#)

MOTION PASSED.

- #12. **DISCUSSION/ACTION:**      **HAWTHORNE AVENUE STRATEGIC PLAN REVIEW.**

MATT GILLIS, WELCH COMER AND ASSOCIATES, PRESENTED AN OVERVIEW OF IDEAS FOR THE HAWTHORNE AVENUE STRATEGIC PLAN. THE PURPOSE OF THE PLANNING IS TO IDENTIFY EXISTING DEFICIENCIES, SELECT IMPROVEMENTS, IDENTIFY COSTS AND PHASING AND TARGET FUNDING SOURCES. HE STATED THAT THEY ARE PROPOSING A FOUR PHASE PROJECT THAT WILL BEGIN THIS YEAR WITH AN OVERLAY FROM WALNUT TO MINER.

ERIC DURPOS STATED THAT WE HAVE ADVERTISED FOR A DESIGN CONSULTANT AND WILL BE INTERVIEWING THE APPLICANTS. HE WILL BE COMING BACK TO COUNCIL FOR DECISIONS REGARDING THE DESIGN OPTIONS AND FUNDING.

- #13. **DISCUSSION/ACTION:**      **POSSIBLE APPOINTMENT TO THE COLVILLE CIVIL SERVICE COMMISSION.**

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF BILL PIFER TO THE COLVILLE CIVIL SERVICE COMMISSION.

[9:45:11 PM](#)

MOTION PASSED.

**COMMITTEE OR SPECIAL REPORTS:**

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

NO REPORT.

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

THERE WERE NO PENDING ITEM ISSUES.

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

COUNCILMEMBER FOLL STATED THAT THE FIRE DEPARTMENT NEEDS TO TURN IN MINUTES OF THEIR MEETINGS. THE CITY HASN'T RECEIVED THESE SINCE 2011.

COUNCILMEMBER JANKE ASKED IF THERE WAS AN UPDATE ON THE 2<sup>ND</sup> AVENUE PROJECT. STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT THEY ARE WORKING ON A NEW BID. COUNCILMEMBER JANKE STATED THAT HE WILL BE GONE FOR BOTH COUNCIL MEETINGS IN AUGUST.

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

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**July 30, 2013**

[9:49:02 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT 9:49 P.M.**

\_\_\_\_\_  
MAYOR DEBORAH RARRICK

Attest: \_\_\_\_\_

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