

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**April 8, 2014**

**6:30 PM:** MEETING CALLED TO ORDER BY MAYOR DEBORAH RARRICK.

[6:30:08 PM](#)

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

[6:31:07 PM](#)

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

**ABSENT:** COUNCILMEMBER ANNE LAWSON

**STAFF PRESENT:** 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 CHARLES SCHUERMAN.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **MINUTES OF THE MARCH 11, 2014 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MINUTES OF THE MARCH 25, 2014 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #03. **MARCH 27, 2014 MANUAL CLAIMS CHECK #51332 IN THE AMOUNT OF \$150.00 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **APRIL 9, 2014 CLAIMS CHECKS #51336 ~ #51412 IN THE AMOUNT OF \$123,722.97 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **MARCH, 2014 PAYROLL CHECKS #51272 ~ #51331 IN THE AMOUNT OF \$271,649.80 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #06. **MARCH, 2014 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #07. **MARCH 21, 2014 ~ APRIL 3, 2014 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER FOLL 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 APRIL 8, 2014 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: MARCH 27, 2014 MANUAL CLAIMS CHECK #51332 IN THE AMOUNT OF \$150.00; APRIL 9, 2014 CLAIMS CHECKS #51336 ~ #51412 IN THE AMOUNT OF \$123,722.97; MARCH, 2014 PAYROLL CHECKS #51272 ~ #51331 IN THE AMOUNT OF \$271,649.80" AND DOES APPROVE THE CONSENT AGENDA AS READ.

COUNCILMEMBER FOLL REQUESTED THAT EVERYONE OBSERVE A MOMENT OF SILENCE FOR MS. HELEN DEE HOKOM.

[6:34:33 PM](#)

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

SALLY DESPAIN, 309 SOUTH JEFFERSON, STATED THAT SHE SPENT THE ENTIRE WEEK CLEANING THE STREET CORNER WHERE SHE LIVES. SHE STATED THAT SHE CALLED THE STREET DEPARTMENT AND SPOKE WITH A NICE EMPLOYEE AND WANTED TO KNOW WHEN THEY WOULD BE THERE TO CLEAN THE STREET BECAUSE OF THE SAND AND DUST. SHE STATED THAT SHE WAS TOLD THAT IT WOULD BE THREE (3) MONTHS. THE STORM DRAIN WAS COMPLETELY BLOCKED AND SHE HAD TO CLEAN IT OUT. SHE STATED THAT SHE HAS A CONCERN ABOUT THE DUST AND THE RESIDENTS THAT CAN'T BE BREATHING THE UNHEALTHY DUST AND SHE IS ALSO CONCERNED ABOUT SAFETY AND VEHICLES SLIDING THROUGH INTERSECTIONS DUE TO THE LARGE AMOUNT OF SAND.

TERRY LECAIRE, STREET/PARK SUPERINTENDENT, STATED THAT IT WON'T BE THREE (3) MONTHS, BUT IT WILL BE A MONTH TO SIX WEEKS. HE STATED THAT THERE ARE ONLY TWO (2) SWEEPERS AND IT TAKES TIME TO GET IT ALL CLEANED. HE ALSO STATED THAT WE MONITOR THE AIR QUALITY IN TOWN AND IT ISN'T BAD RIGHT NOW.

SALLY DESPAIN ASKED WHAT CAN BE DONE TO GET THIS DONE SOONER. COUNCILMEMBER FOLL STATED THAT IT'S ALL ABOUT FUNDING.

COUNCILMEMBER JANKE STATED THAT IF THERE IS LOOSE GRAVEL IN THE INTERSECTIONS THAT ARE BEING SLID THROUGH, THAT IS A CONCERN. THIS IS A SAFETY ISSUE AND NEEDS TO BE ACTED ON IMMEDIATELY.

SALLY DESPAIN STATED THAT WE SHOULD LET THE HOMEOWNERS HAUL OFF THEIR OWN YARD DEBRIS AND THE CITY SHOULD CLEAN THE STREETS.

COUNCILMEMBER KYLE STATED THAT IT HAS BEEN A DRY SPRING AND WONDERED IF THERE WAS ANY WAY WE COULD PUT DOWN SOME WATER. TERRY LECAIRE STATED THAT WE ARE, BUT THEY ARE IN NEED OF MORE EQUIPMENT AND IT TAKES FUNDING.

**PUBLIC APPEARANCES AND FORUM TIME:**

**#09. DISCUSSION/ACTION:      **REQUEST TO ALLOW RV'S AT VAAGEN'S PARK ON MAY 31 AND JUNE 1, 2014 FOR A SOFTBALL TOURNAMENT.****

ROXANNE MCCOMAS STATED THAT TEAM HEWESCRAFT IS DOING A SOFTBALL TOURNAMENT FUND RAISER AT VAAGEN'S PARK. SHE STATED THAT THEY WOULD LIKE TO HAVE TWO RV'S ON THE FIELD TO STAY OVER NIGHT FOR ONE NIGHT.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO HAVE TWO (2) SUPPORT RV'S PARKED AT VAAGEN'S PARK ON MAY 31 AND JUNE 1, 2014 FOR ONE (1) NIGHT, FOR A SOFTBALL TOURNAMENT.

[6:54:10 PM](#)

MOTION PASSED.

**#10. DISCUSSION/ACTION:      **REQUEST TO CLOSE ASTOR FROM MAIN STREET EAST TO THE ALLEY ON APRIL 26, 2014 FROM 10:00 A.M. TO 7:00 P.M. FOR THE COLVILLE GIVES BACK EVENT.****

DEBBIE THERRIAN, 115 EAST 11<sup>TH</sup> AVENUE, SHE STATED THAT SHE IS REPRESENTING COLVILLE GIVES BACK. THE EVENT HAS GROWN AND THEY ARE IN NEED OF ADDITIONAL SPACE.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE REQUEST TO CLOSE ASTOR FROM MAIN STREET EAST TO THE ALLEY ON APRIL 26, 2014 FROM 10:00 A.M. TO 7:00 P.M. FOR THE COLVILLE GIVES BACK EVENT.

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COUNCILMEMBER KYLE STATED THAT HE TALKED TO THE BUSINESS OWNERS ON ASTOR AND THEY ARE IN FAVOR OF THE EVENT.

[6:57:23 PM](#)

MOTION PASSED.

**UNFINISHED BUSINESS:**

- #11. DISCUSSION/ACTION: REPORT FROM THE CITY ATTORNEY REGARDING THE ABILITY TO ALLOW ATV'S ON CITY STREETS.**

CITY ATTORNEY CHARLIE SCHUERMAN STATED THAT HE WAS ASKED TO WORK OUT A WAY TO DO THIS AND WE CAN'T DO IT. HE STATED THAT THE RCW'S ARE VERY CLEAR AND WE NEED TO BE LESS THAN 3,000 POPULATION IN ORDER TO PASS AN ORDINANCE TO ALLOW IT.

COUNCILMEMBER FOLL ASKED THAT SOMEONE FOLLOW UP WITH THE IONE GROUP THAT WAS REQUESTING THIS ACTION. POLICE CHIEF MESHISHNEK STATED THAT HE WILL HANDLE IT.

- #12. DISCUSSION/ACTION: PROPOSED ORDINANCE SETTING THE TIME AND PLACE OF THE PUBLIC HEARING ON THE FINAL ASSESSMENT ROLL OF THE GARDEN HOMES LOCAL IMPROVEMENT DISTRICT NO. 2013-1 AND REPEALING ORDINANCE NO. 1518 N.S.**

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1520 N.S. SETTING THE TIME AND PLACE OF THE PUBLIC HEARING ON THE FINAL ASSESSMENT ROLL OF THE GARDEN HOMES LOCAL IMPROVEMENT DISTRICT NO. 2013-1 AND REPEALING ORDINANCE NO. 1518 N.S.

[7:02:37 PM](#)

MOTION PASSED.

*(ORDINANCE NO. 1520 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

- #13. DISCUSSION/ACTION: PROPOSED ORDINANCE ESTABLISHING THE COMMITTEE OF THE VINSON FUND AND ESTABLISHING THE DUTIES THEREOF.**

COUNCILMEMBER FOLL STATED THAT THE CITY WAS GIVEN \$2.5 MILLION FOR CULTURAL EVENTS. SHE STATED THAT WE HAVE BEEN WORKING ON A MORE DETAILED ESTABLISHMENT OF THE COMMITTEE AND HOW PEOPLE WILL BE ABLE TO APPLY FOR THIS MONEY. SHE STATED THAT CITY ATTORNEY DAVE MCGRANE HAS REVIEWED ALL DOCUMENTS.

COUNCILMEMBER FOLL STATED THAT THE WILL DICTATED THE TERMS THAT WERE TO BE USED TO SPEND THE MONEY. IT STATES THAT THE CITY COUNCIL SHALL BE LIMITED TO A SUM OF \$5,000 FOR EACH EVENT WITH NO MORE THAN FIVE EVENTS AND NO MORE THAN \$25,000 PER YEAR. PROVIDED THAT IN ANY SINGLE YEAR, EXPENDITURES CAN BE INCREASED AS HIGH AS ONE HUNDRED PERCENT OF THE ACTUAL INCOME GENERATED BY THE FUND AND SHALL BE ADJUSTED BY INFLATION BASED ON THE CONSUMER PRICE INDEX (CPI). SHE WONDERED HOW WE WILL TRACK THE CPI AND FIGURE OUT WHAT THAT IS FROM YEAR TO YEAR AND HOW TO HANDLE THAT ADMINISTRATIVELY. CITY CLERK HOLLY PANNELL STATED IT SHOULD BE EASY ENOUGH TO TRACK BUT WE NEED TO ESTABLISH WHAT PERIOD WE ARE GOING TO USE FOR THE CPI CALCULATION.

COUNCILMEMBER JANKE STATED THAT IN SECTION 3 HE WOULD LIKE TO ADD THAT THE MINUTES OF THE COMMITTEE MEETINGS WILL BE PROVIDED TO THE CITY CLERK WITHIN 30 DAYS OF THE MEETING DATE. HE ALSO STATED THAT THE REMOTE PARTICIPATION POLICY WILL APPLY AND MIGHT NEED TO BE ADDED OR REFERENCED. HOLLY PANNELL STATED THAT THE REMOTE PARTICIPATION RESOLUTION MIGHT NEED TO BE AMENDED IF THIS COMMITTEE WAS NOT ONE OF THOSE LISTED.

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COUNCILMEMBER BERGIN ASKED ABOUT THE LANGUAGE IN SECTION 2 STATING THAT THE COMMITTEE WILL BE FILLED WITH PERSONS WHO RESIDE WITHIN THE BOUNDARIES OF THE COLVILLE SCHOOL DISTRICT. SHE STATED THAT THIS MIGHT BE ELIMINATING SOME POSSIBILITIES. COUNCILMEMBER FOLL STATED THAT THE WILL SPOKE TO COLVILLE AND THE COLVILLE REGION. THE QUESTION THAT NEEDS TO BE ANSWERED IS WHAT IS MEANT BY THE COLVILLE REGION.

IT WAS REQUESTED THAT ALL OF THESE QUESTIONS BE GIVEN TO DAVE MCGRANE FOR CLARIFICATION AND BROUGHT BACK AT THE NEXT COUNCIL MEETING.

**#14. DISCUSSION/ACTION: PROPOSED VINSON FUND APPLICATION FOR ALLOCATION OF FUNDS.**

COUNCILMEMBER FOLL STATED THAT THIS IS A VERY SIMILAR PROCESS AS THE HOTEL/MOTEL APPLICATION PROCESS.

COUNCILMEMBER BIRCH MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE PROPOSED VINSON FUND APPLICATION FOR ALLOCATION OF FUNDS.

COUNCILMEMBER JANKE ASKED ABOUT THE CRITERIA FOR SELECTION AND HOW DOES IT FIT THE PARAMETERS OF THE VINSON FUND. HE SUGGESTED THAT APPLICANTS BE ASKED TO STATE HOW THIS REQUEST WILL ENHANCE CULTURAL ENRICHMENT IN THE COLVILLE AREA. IT WAS SUGGESTED THAT THIS BE ADDED AFTER THE SHORT SUMMARY QUESTION.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO AMEND THE ORIGINAL MOTION TO ADD BEGINNING DATE OF EVENT AND ASK HOW THE PROPOSED EVENT WILL ENHANCE THE CULTURAL ENRICHMENT OF THE CITIZENS OF COLVILLE AND THE COLVILLE REGION.

[7:20:44 PM](#)

MOTION TO AMEND PASSED.

[7:23:02 PM](#)

ORIGINAL MOTION PASSED.

**#15. DISCUSSION/ACTION: PROPOSED APPLICATION FOR APPOINTMENT TO THE VINSON FUND COMMITTEE.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE PROPOSED APPLICATION FOR APPOINTMENT TO THE VINSON FUND COMMITTEE.

[7:25:26 PM](#)

MOTION PASSED.

**NEW BUSINESS:**

**#16. DISCUSSION/ACTION: PROPOSED PROCLAMATION DECLARING APRIL 25, 2014 AS ARBOR DAY IN THE CITY OF COLVILLE.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE THE PROPOSED PROCLAMATION DECLARING APRIL 25, 2014 AS ARBOR DAY IN THE CITY OF COLVILLE.

COUNCILMEMBER JANKE ASKED WHAT IS PLANNED TO MAKE THIS A MEANINGFUL DAY. MAYOR RARRICK STATED THAT SHE WILL CONTACT THE TREE BOARD.

[7:28:43 PM](#)

MOTION PASSED.

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**#17. DISCUSSION/ACTION:      OPTIONS FOR STAFFING IN THE PARK DEPARTMENT.**

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO IMPLEMENT THE PROPOSAL TO MAKE THE CURRENT FULL-TIME SEASONAL, NON-BENEFITED 4.5 MONTH POSITION A FULL-TIME SEASONAL POSITION FOR SIX (6) MONTHS WITH THE APPROPRIATE BENEFITS AND RETAINING ONE (1) PART-TIME, 15 HOURS/WEEK SEASONAL FOR 4.5 MONTHS.

[7:35:36 PM](#)

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

**#18. DISCUSSION/ACTION:      POSSIBLE BID AWARD FOR THE 2014 HOT MIX ASPHALT PATCHING & OVERLAY CONTRACT.**

COUNCILMEMBER JANKE STATED THAT WE NEED TO HAVE SOMETHING IN THE CONTRACT ABOUT TIMELINESS OF THE WORK AND POSSIBLY A PROPOSED SCHEDULE WITH A SPECIFIC DATE THAT ALL WORK WILL BE COMPLETED. HE STATED THAT HE DOESN'T WANT TO SEE ANY MORE LATE SEASON WORK.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO AWARD THE BID FOR THE 2014 HOT MIX ASPHALT PATCHING & OVERLAY CONTRACT TO KNIFE RIVER IN THE AMOUNT OF \$39,970.00.

[7:41:40 PM](#)

MOTION PASSED.

**#19. DISCUSSION/ACTION:      REVIEW OF PROPOSED DRAFT TO IMPLEMENT A COUNCIL AGENDA ITEM BRIEFING SHEET.**

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO ADOPT THE PROPOSED CITY COUNCIL BRIEFING SHEET TO BE USED FOR ALL FUTURE AGENDA ITEMS.

[7:46:48 PM](#)

MOTION PASSED.

**#20. DISCUSSION/ACTION:      POSSIBLE APPOINTMENTS TO THE COLVILLE TREE BOARD AND THE COLVILLE AIRPORT ADVISORY BOARD.**

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE APPOINTMENTS OF GARY BROOKS AND ANDREW HATCH TO THE COLVILLE AIRPORT BOARD AND THE APPOINTMENT OF RANDALL HANSEN TO THE COLVILLE TREE BOARD.

[7:49:23 PM](#)

MOTION PASSED.

**#21. INFORMATION/REPORT:      WELLNESS COMMITTEE 1<sup>ST</sup> QUARTER 2014 REPORT.**

NO DISCUSSION.

**COMMITTEE OR SPECIAL REPORTS:**

**#22. REPORTS:      MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

NO QUESTIONS.

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

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NO REPORT.

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

CHIEF MESHISHNEK REPORTED ON THE BLOCK WATCH PROGRAM. HE STATED THAT THERE WERE THREE (3) OUTREACH PROGRAMS AND SIX (6) TOTAL PEOPLE SAID THEY WOULD PARTICIPATE, THERE ARE CURRENTLY ONLY TWO (2) ON THE LIST. HE STATED THAT THEY WILL TRY TO DO ANOTHER OUTREACH PROGRAM THIS SPRING.

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

FIRE CHIEF JOE HIRSCH STATED THAT THEY RECEIVED A PERMIT FROM THE DEPARTMENT OF ECOLOGY TO BURN THE HOUSE ON THIRD AVENUE AND THEY WILL CONDUCT THAT BURN ON THE 21<sup>ST</sup> OF APRIL, WEATHER PERMITTING.

COUNCILMEMBER BIRCH STATED THAT HE IS CONCERNED ABOUT THE DUST AND HE IS ALSO RECEIVING INPUT FROM CITIZENS REGARDING THIS ISSUE. HE ALSO STATED THAT THE LINES ON MAIN STREET NEED TO BE PAINTED.

COUNCILMEMBER JANKE STATED THAT THE BUDGET, RECYCLING, FLEET AND ORGANIZATIONAL ANALYSIS COMMITTEES ARE HAVING MEETINGS, AND MINUTES ARE BEING DISTRIBUTED. HE STATED THAT AT THE TEDD MEETING LAST WEEK THE BOARD DECIDED TO MOVE FORWARD WITH A REQUEST FOR A COMMUNITY MARKET IN THE OLD COUNTY SHOP BUILDING. ALSO, THEY STATED THAT THEY HAVE MET WITH ALL GOVERNMENT ENTITIES ABOUT THE REGIONAL TRANSPORTATION PLANNING AND THEY HAVE A MEETING ON THE 16<sup>TH</sup> TO GO THROUGH THE DRAFT OF THE RTP (REGIONAL TRANSPORTATION PLANNING ORGANIZATION) UPDATE.

COUNCILMEMBER FOLL STATED THAT IT'S TIME TO TALK ABOUT A COUNCIL RETREAT. SHE ASKED IF IT IS OK TO CONTINUE THE TWO EVENINGS IN ONE WEEK. THERE WERE NO OBJECTIONS. COUNCILMEMBER FOLL ASKED FOR ANY AND ALL PROPOSED AGENDA ITEMS BE SENT TO HER BY APRIL 18<sup>TH</sup>. COUNCILMEMBER JANKE STATED THAT WE HAVE HAD TOO MANY AGENDA ITEMS IN THE PAST AND HE THINKS WE SHOULD FOCUS ON A FEW VITAL ISSUES. POTENTIAL ITEMS WILL BE DISCUSSED AT THE APRIL 22<sup>ND</sup> COUNCIL MEETING.

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

[8:09:08 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT: 8:09 P.M.**

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

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