

Colville, Washington
Regular City Council Meeting Minutes
May 13, 2014

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

[6:30:04 PM](#)

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

[6:31:11 PM](#)

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

ABSENT: NONE

STAFF PRESENT: DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI, POLICE CHIEF ROBERT MESHISHNEK, CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG AND FIRE CHIEF JOE HIRSCH.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE APRIL 29, 2014 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **MAY 14, 2014 CLAIMS CHECKS #51563 ~ #51649 IN THE AMOUNT OF \$95,257.92 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **APRIL, 2014 PAYROLL CHECKS #51525 ~ #51562 IN THE AMOUNT OF \$266,081.79 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **APRIL, 2014 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #05. **APRIL 25, 2014 ~ MAY 8, 2014 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER BIRCH MOVED AND COUNCILMEMBER BERGIN 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 MAY 13, 2014 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: MAY 14, 2014 CLAIMS CHECKS #51563 ~ #51649 IN THE AMOUNT OF \$95,257.92; APRIL, 2014 PAYROLL CHECKS #51525 ~ #51562 IN THE AMOUNT OF \$266,081.79" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[6:34:23 PM](#)

MOTION PASSED.

PUBLIC HEARING:

- #06. **PUBLIC HEARING: CONSIDER PROTESTS TO THE FINAL ASSESSMENT ROLL OF LOCAL IMPROVEMENT DISTRICT NO. 2013-1 GARDEN HOMES.**

[6:35:08 PM](#) MAYOR RARRICK DECLARED THE PUBLIC HEARING TO CONSIDER PROTESTS TO THE FINAL ASSESSMENT ROLL OF LOCAL IMPROVEMENT DISTRICT NO. 2013-1 GARDEN HOMES OPEN AT 6:35 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.

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[6:37:40 PM](#) AS THERE WAS NO PUBLIC COMMENT ON THIS ISSUE, MAYOR RARRICK CLOSED THE PUBLIC HEARING AT 6:37 P.M.

- #07. DISCUSSION/ACTION: **PROPOSED ORDINANCE APPROVING AND CONFIRMING THE FINAL ASSESSMENT ROLL OF LOCAL IMPROVEMENT DISTRICT NO. 2013-1 GARDEN HOMES; PROVIDING FOR THE FILING OF THE ASSESSMENT ROLL WITH THE CITY TREASURER FOR COLLECTION; PROVIDING FOR NOTICE OF THE COLLECTION OF ASSESSMENTS; PROVIDING FOR THE PAYMENT OF ASSESSMENTS IN INSTALLMENTS; PROVIDING FOR INTEREST TO BE CHARGED THEREON; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO.****

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1521 N.S. APPROVING AND CONFIRMING THE FINAL ASSESSMENT ROLL OF LOCAL IMPROVEMENT DISTRICT NO. 2013-1 GARDEN HOMES; PROVIDING FOR THE FILING OF THE ASSESSMENT ROLL WITH THE CITY TREASURER FOR COLLECTION; PROVIDING FOR NOTICE OF THE COLLECTION OF ASSESSMENTS; PROVIDING FOR THE PAYMENT OF ASSESSMENTS IN INSTALLMENTS; PROVIDING FOR INTEREST TO BE CHARGED THEREON; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO.

ROY KOEGEN EXPLAINED THAT THIS PROCESS BEGAN IN FEBRUARY, 2013. THIS PROJECT WAS FINANCED WITH A LOAN AND CAN BE PAID BACK IN ANNUAL ASSESSMENTS FOR THE NEXT 24 YEARS AT 1.5% INTEREST. HE STATED THAT THEY CAN ALSO BE PRE-PAID IN FULL. ROY KOEGEN STATED THAT ALL PROPERTY OWNERS WERE MAILED A NOTICE REGARDING THE FINAL ASSESSMENTS AND THIS PUBLIC HEARING. IT HAS ALSO BEEN PUBLISHED TWICE IN THE LOCAL NEWSPAPER. HE ALSO STATED THAT THE FINAL ASSESSMENT CAME IN SLIGHTLY LOWER THAN THE ESTIMATED ASSESSMENT AT THE BEGINNING OF THE PROJECT.

[6:44:35 PM](#)
MOTION PASSED.

(ORDINANCE NO. 1521 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

- #08. DISCUSSION/ACTION: **PROPOSED ORDINANCE APPROVING AND AUTHORIZING THE EXECUTION OF A WATER SYSTEM TRANSFER AGREEMENT FOR LOCAL IMPROVEMENT DISTRICT NO. 2013-1 GARDEN HOMES.****

ROY KOEGEN STATED THAT THIS TRANSFERS THE ASSETS OF THE GARDEN HOMES WATER SYSTEM TO THE CITY.

COUNCILMEMBER FOLL STATED THAT THE INDIVIDUAL AGREEMENTS WITH ALL PROPERTY OWNERS THAT STATE THEY WON'T OPPOSE ANNEXATION SHOULD HAVE BEEN DONE BEFORE THIS ITEM WAS BROUGHT TO COUNCIL FOR ADOPTION.

COUNCILMEMBER FOLL ASKED IF THERE WERE ANY WELLS IN THIS SYSTEM AND IF THERE ARE, WHAT ABOUT THE ASSOCIATED WATER RIGHTS. IT WAS DETERMINED THAT MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS WILL NEED TO RETURN WITH AN ANSWER TO THIS QUESTION.

IT WAS DECIDED THAT THE COUNCIL WILL DEFER THIS ITEM TO A FUTURE MEETING UNTIL ALL PROPERTY OWNERS HAVE SIGNED THEIR INDIVIDUAL AGREEMENTS.

PUBLIC COMMENT PERIOD:

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

THERE WERE NO PUBLIC COMMENTS.

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PUBLIC APPEARANCES AND FORUM TIME:

#10. DISCUSSION/ACTION: **REQUEST FOR FINAL APPROVAL TO INSTALL BIKE RACKS AT CITY HALL AND THE COLVILLE LIBRARY.**

WAYNE MADSON, REPRESENTING COLVILLE ROTARY CLUB AND CALEB SMITH, REPRESENTING COLVILLE INTERACT CLUB.

CALEB SMITH STATED THAT THE CLUB DECIDED THAT THEY WANTED TO DO A PROJECT TO INSTALL BIKE RACKS. THEY DETERMINED THAT THE LIBRARY AND CITY HALL WOULD BE THE BEST PLACE TO INSTALL THE BIKE RACKS. THEY DECIDED ON A DESIGN AND ARE LOOKING FOR APPROVAL FROM THE CITY TO PROCEED WITH THE PROJECT.

COUNCILMEMBER JANKE STATED THAT BOTH OF THESE BUILDINGS ARE HISTORIC BUILDINGS. IT IS IMPORTANT FOR THEM TO MAINTAIN THEIR CHARACTER AND ANY DESIGN FOR THE BIKE RACKS WOULD NEED TO BLEND IN. THE PROPOSED DESIGN SHOWS POSTS MADE OUT OF BRICK THAT MIGHT NOT MATCH THE CURRENT BRICK ON CITY HALL.

COUNCILMEMBER KYLE STATED THAT IF MATCHING BRICK CAN'T BE FOUND HE WOULD REQUEST THAT THE PILLARS BE RE-DESIGNED.

COUNCILMEMBER BERGIN STATED THAT PLACING THE RACK IN OR NEAR THE PARKING LOT RATHER THAN HAVING IT IN THE LAWN SHOULD BE A CONSIDERATION, SHE ALSO WONDERED ABOUT THE SIZE AND DEPTH OF THE SLAB. WAYNE MADSON STATED THAT THE FOOTINGS AND THE SLAB SIZE WERE RECOMMENDED BY CITY STAFF.

COUNCILMEMBER BERGIN STATED THAT THE LIBRARY MANAGER WAS NOT AWARE OF THE PROPOSAL AND THEY DON'T HAVE A LOT OF BIKE TRAFFIC.

COUNCILMEMBER BIRCH STATED THAT IT'S A GOOD IDEA, BUT NOT NECESSARILY BY THE FRONT DOOR. HE STATED THAT HE THINKS THERE IS MORE OF A NEED AT THE LIBRARY.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER FOLL SECONDED THE MOTION TO APPROVE THE INTENT TO GO FORWARD AT CITY HALL AFTER A FORMAL SUBMISSION OF THE BRICK IN THE PROPOSED LOCATION AND FOR THE LIBRARY, RETURN WITH A FULL SCHEMATIC WITH THE PROPOSED LOCATION AND BRICK, TO BE REVIEWED BY THE LIBRARY MANAGER BEFORE IT COMES BACK TO COUNCIL.

[7:22:08 PM](#)

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

NEW BUSINESS:

#11. DISCUSSION: **CRYSTAL FALLS APPRAISAL AND TIMBER VALUATION REPORT.**

JIM LAPINSKI, DIRECTOR OF BUILDING/PLANNING STATED THAT THE ITEMS IN THE TASK ORDER WERE MET.

COUNCILMEMBER JANKE STATED THAT MR. WILLIAMSON SHOULD BE PRESENT TO ANSWER QUESTIONS.

IT WAS DECIDED TO MOVE THIS ITEM TO A FUTURE AGENDA WHEN MR. WILLIAMSON CAN ATTEND.

#12. DISCUSSION: **COMPREHENSIVE EMERGENCY MANAGEMENT PLAN 2013-2104 UPDATE.**

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JIM LAPINSKI, DIRECTOR BUILDING/PLANNING STATED THAT RICK ANDERSON FROM STEVENS COUNTY WAS GOING TO MAKE A PRESENTATION ON THE CEMP (COMPREHENSIVE EMERGENCY MANAGEMENT PLAN) AND WAS PROPOSING THAT ALL CITY PLANS FALL UNDER THE COUNTY FOR LEAD AGENCY STATUS.

COUNCILMEMBER FOLL REQUESTED THE COLVILLE DOCUMENT BE PRESENTED WITH STRIKETHROUGH AND UNDERLINES TO SHOW WHAT HAS BEEN CHANGED. SHE ALSO REQUESTED INFORMATION EXPLAINING IF THIS IS COMPATIBLE WITH THE COUNTY DOCUMENT.

FIRE CHIEF JOE HIRSCH STATED THAT THE CURRENT DOCUMENT IS USELESS. HE STATED THAT THE CITY DOESN'T KNOW ITS OWN PLAN. THE PLAN SHOULD BE KNOWN BY STAFF AND REVOLVE AROUND THE CITY RESOURCES. THE OTHER MAJOR COMPONENT IS TRAINING.

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE TO HEAR FROM THE COUNTY FIRST BEFORE WE DO MORE WORK ON THIS DOCUMENT. COUNCILMEMBER JANKE STATED THAT HE'S NOT SURE IF BUILDING/PLANNING IS THE APPROPRIATE DEPARTMENT TO BE IN CHARGE OF THIS WORK.

#11. DISCUSSION: CRYSTAL FALLS APPRAISAL AND TIMBER VALUATION REPORT.

[7:57:08 PM](#) COUNCIL RETURNED TO THIS ITEM DUE TO THE ARRIVAL OF MR. WILLIAMSON.

MAURICE WILLIAMSON, WILLIAMSON CONSULTING, STATED THAT THIS IS AN ESTIMATE OF THE FAIR MARKET VALUATION AND THE VALUATION IS BASED ON CURRENT PRICES.

MAURICE WILLIAMSON STATED THAT WE SHOULD FIRST BE WORKING ON ACCESS TO ALL PORTIONS OF THE PROPERTY. HE STATED THAT THERE IS NO IMMEDIATE DANGER OF LOSS DUE TO INSECTS OR DISEASE.

THE CONSENSUS WAS TO RETAIN THE PROPERTY, BUT CONTINUE TO EXPLORE THE OPTIONS.

COUNCILMEMBER JANKE STATED THAT HE WILL HAVE SOME DISCUSSIONS WITH INTERESTED PARTIES AND EXPLORE THE ACCESS ISSUES.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE TASK ORDER, PROCEED WITH PAYMENT AND ACCEPT THE REPORT AS PRESENTED.

[8:28:25 PM](#)
MOTION PASSED.

#13. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR CITY FUEL SERVICES FOR 2014-2015.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AWARD THE BID FOR CITY FUEL SERVICES FOR 2014-2015 TO BUSCH DISTRIBUTING FOR A BID MARGIN OF 14 CENTS PER GALLON.

[8:29:59 PM](#)
MOTION PASSED.

#14. DISCUSSION/ACTION: DISCUSS WHETHER OR NOT THE CITY SHOULD PAY DUES TO BELONG TO CIVIC CLUBS OR THE CHAMBER OF COMMERCE.

COUNCILMEMBER FOLL STATED THAT THE CITY HAS BEEN PAYING DUES FOR EMPLOYEES TO BELONG TO CIVIC ORGANIZATIONS LIKE ROTARY AND KIWANIS. THIS HAS BEEN DONE WITHOUT A POLICY. SHE STATED THAT IF WE ARE GOING TO CONTINUE THIS PRACTICE WE SHOULD DEVELOP A POLICY.

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COUNCILMEMBER LAWSON STATED THAT WE SHOULD NOT PAY THESE DUES. COUNCILMEMBERS BIRCH AND BERGIN AGREED.

COUNCILMEMBER KYLE QUESTIONED IF IT IS AN APPROPRIATE USE OF TAXPAYER DOLLARS AND THERE IS THE POTENTIAL FOR A CONFLICT OF INTEREST.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION THAT THE CITY NO LONGER PAY THE DUES FOR CIVIC ORGANIZATIONS FOR ANY CITY STAFF OR CITY OFFICIALS.

[8:40:33 PM](#)

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

#15. REPORTS: APRIL MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.

NO QUESTIONS ON MONTHLY REPORTS.

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

NO REPORT.

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

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

JIM LAPINSKI ASKED IF THERE WAS ANY NEW DIRECTION FROM COUNCIL REGARDING MARIJUANA. THE CONSENSUS WAS TO OBTAIN A RECOMMENDATION FROM THE CITY ATTORNEY.

COUNCILMEMBER BIRCH STATED THAT PARKING ON MAIN STREET IN FRONT OF THE KITCHEN CORNER HAS BEEN BROUGHT TO THE ATTENTION OF MOST OF THE COUNCIL, AND THE OWNERS DESIRE TO HAVE PARKING SPACES THERE. HE STATED THAT ERIC DURPOS IS WORKING ON THE ISSUE AND COMMUNICATING WITH THE DEPARTMENT OF TRANSPORTATION.

COUNCILMEMBER BERGIN STATED THAT MAYBE WE SHOULD BE LOOKING AT TURNING THE POLICE STATION INTO AN APPROPRIATE EMERGENCY OPERATIONS CENTER (EOC) IF THAT AREA GETS REMODELED.

COUNCILMEMBER FOLL STATED THAT WE WILL POSTPONE THE COUNCIL RETREAT UNTIL THE FALL. SHE ALSO STATED THAT THE BUDGET COMMITTEE IS SERIOUSLY LOOKING AT A BIENNIAL BUDGET PROCESS AND SHE ENCOURAGED EVERYONE TO WATCH THE WEBINAR THAT WAS CIRCULATED. SHE STATED THAT SHE WANTED TO NOTE THAT ON THE POLICE DEPARTMENT MONTHLY REPORTS THERE ARE NO SEX OFFENSE CRIME STATISTICS. SHE STATED THAT THIS IS NOT SHOWN SINCE THEY ARE INVESTIGATED BY THE COUNTY SO THEY DON'T SHOW ON OUR REPORTS. COUNCILMEMBER FOLL STATED THAT SHE WAS CURIOUS IF THERE WILL BE ANY FREE TRAINING TO COMPLY WITH THE NEW OPEN PUBLIC MEETINGS ACT AND PUBLIC RECORDS ACT REQUIRED TRAINING FOR THE COUNCILMEMBERS. CITY CLERK HOLLY PANNELL STATED THAT THERE WILL BE MULTIPLE OPPORTUNITIES TO COMPLY WITH THIS REQUIREMENT, INCLUDING A FREE WEBINAR ON THE ATTORNEY GENERAL'S WEBSITE. SHE STATED THAT SHE WILL FOLLOW UP WITH A LINK AND OTHER INFORMATION TO ALL COUNCILMEMBERS.

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

[9:02:38 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT: 9:02 P.M.

MAYOR DEBORAH RARRICK

Attest:_____

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