

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**August 12, 2014**

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

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

**6:30:07 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, CITY TREASURER VICKIE STRONG, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, POLICE CHIEF ROBERT MESHISHNEK, DEPUTY CLERK/GRANT SPECIALIST KATHY BROGAN AND AIRPORT MANAGER DAVE GARRINGER.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **AUGUST 13, 2014 CLAIMS CHECKS #52251 ~ #52340 IN THE AMOUNT OF \$234,717.23 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #02. **JULY, 2014 PAYROLL CHECKS #52209 ~ 52250 IN THE AMOUNT OF \$290,322.15 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **JULY, 2014 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #04. **JULY 25, 2014 ~ AUGUST 7, 2014 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER KYLE 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 AUGUST 12, 2014 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: AUGUST 13, 2014 CLAIMS CHECKS #52251 ~ #52340 IN THE AMOUNT OF \$234,717.23; JULY, 2014 PAYROLL CHECKS #52209 ~ 52250 IN THE AMOUNT OF \$290,322.15" AND DOES APPROVE THE CONSENT AGENDA AS READ.

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

THERE WERE NO PUBLIC COMMENTS.

**PRIORITY ITEMS:**

- #06. **DISCUSSION/ACTION:** PROPOSED RESOLUTION CONFIRMING THE DECLARATION OF AN EMERGENCY DUE TO A WINDSTORM ON JULY 23, 2014.

STREET/PARK SUPERINTENDENT TERRY LECAIRE REPORTED ON THE DAMAGE AT THE PARK DURING THE WINDSTORM IN JULY.

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COUNCILMEMBER JANKE ASKED IF THE SANITATION BUILDING DAMAGE IS PART OF THIS EMERGENCY DECLARATION. TERRY LECAIRE STATED THAT IT IS NOT PART OF THE EMERGENCY. COUNCILMEMBER KYLE STATED THAT HE WOULD LIKE THE ELECTRICAL INVOICE TO INCLUDE A DETAIL OF HOW THE LABOR CHARGE WAS CALCULATED. COUNCILMEMBER FOLL STATED THAT SHE WOULD ALSO LIKE TO HAVE THAT INFORMATION.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 14-14 CONFIRMING THE DECLARATION OF AN EMERGENCY DUE TO A WINDSTORM ON JULY 23, 2014.

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE TO CLARIFY THAT THIS MOTION IS ONLY APPROVING THE RESOLUTION AND NOT THE PAYMENT OF THE KAN-DHO ELECTRIC BILL.

COUNCILMEMBER KYLE STATED THAT THIS MOTION WAS ONLY APPROVING THE RESOLUTION. HOWEVER, THE AUDIT COMMITTEE HAS APPROVED THE PAYMENT AS PART OF THE VOUCHERS. MAYOR RARRICK REQUESTED THAT KAN-DHO ELECTRIC BE CONTACTED TOMORROW TO REQUEST AN ITEMIZED BILL FOR THE LABOR CHARGES.

[6:43:03 PM](#)

MOTION PASSED.

*(RESOLUTION NO. 14-14 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

**PUBLIC APPEARANCES AND FORUM TIME:**

**#07. DISCUSSION ONLY: REVIEW OF THE STEVENS COUNTY SOLID WASTE MANAGEMENT PLAN 2013 UPDATE.**

DENNIS DURBIN, STEVENS COUNTY SOLID WASTE DIVISION, DISTRIBUTED THE DRAFT SOLID WASTE MANAGEMENT PLAN 2013 UPDATE. HE STATED THAT THE ORIGINAL PLAN WAS DEVELOPED IN 1994 AND THERE HAVE BEEN NO UPDATES IN THE PAST 10 YEARS. THIS UPDATE ADDRESSES TECHNOLOGICAL ADVANCES AND THE INCREASE IN THE TYPES OF MATERIALS THAT ARE BEING RECYCLED. HE STATED THAT HE IS ASKING COUNCIL TO REVIEW THE PLAN AT THIS TIME AND LET HIM KNOW IF THEY HAVE ANY COMMENTS BY SEPTEMBER 30, 2014. HE STATED THAT HE WILL THEN BRING A FINAL DRAFT BACK FOR ADOPTION BY THE CITY. HE STATED THAT THE FINAL PLAN WILL ALSO BE SUBMITTED TO THE DEPARTMENT OF ECOLOGY FOR APPROVAL. DENNIS DURBIN STATED THAT THERE WILL BE A 30 DAY PUBLIC COMMENT PERIOD.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE THE CITY RECYCLING COMMITTEE TO REVIEW THE PLAN AND REPORT ANY COMMENTS BACK TO THE CITY COUNCIL. DENNIS DURBIN REQUESTED A FORMAL LETTER WITH ANY COMMENTS FROM THE CITY. HIS PLAN IS TO HAVE FINAL ADOPTION BY THE STEVENS COUNTY COMMISSIONERS IN NOVEMBER.

**UNFINISHED BUSINESS:**

**#08. DISCUSSION/ACTION: POSSIBLE APPROVAL OF WELCH COMER TASK ORDER 14-03, HAWTHORNE AVENUE, WALNUT TO PINE DESIGN AND BID PHASE ENGINEERING.**

MATT GILLIS, WELCH COMER & ASSOCIATES, STATED THAT THE PREVIOUS TASK ORDER PRESENTED TO THE COUNCIL CONTAINED A MATH ERROR WHICH HAS NOW BEEN CORRECTED.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE A COMPLETION DATE FOR THIS TASK ORDER INCLUDED. HE ALSO STATED THAT HE WOULD LIKE TO SEE IT BID AS EARLY AS POSSIBLE. MATT GILLIS STATED THAT THE PLAN IS TO BID THE FIRST PHASE IN DECEMBER OR JANUARY AND THE SECOND PHASE IMMEDIATELY AFTER THE FIRST BID OPENING.

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COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE A COMPLETION DATE OF THE END OF THE YEAR ADDED TO THE TASK ORDER.

MATT GILLIS STATED THAT CONSTRUCTION WILL TAKE ABOUT THREE MONTHS TO COMPLETE AND THE PLAN WAS TO DO THE WORK WHILE SCHOOL IS OUT. COUNCILMEMBER FOLL STATED THAT IF THE CONSTRUCTION IS NOT COMPLETE BY EARLY AUGUST, IT WILL IMPACT RENDEZVOUS DAYS. COUNCILMEMBER JANKE STATED THAT WE NEED A CONTINGENCY PLAN TO ADDRESS POSSIBLE IMPACTS ON EVENTS IN AND AROUND THE PARK DURING THE SUMMER.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE WELCH COMER TASK ORDER 14-03, HAWTHORNE AVENUE, WALNUT TO PINE DESIGN AND BID PHASE ENGINEERING IN THE AMOUNT OF \$134,431.00, WITH THE CHANGE TO INCLUDE A COMPLETION DATE BY JANUARY 1, 2015.

COUNCILMEMBER JANKE ASKED HOW THE PUBLIC INVOLVEMENT PROCESS WILL BE HANDLED. MATT GILLIS STATED THAT IN THE PAST WELCH COMER HAS DEVELOPED THE INVITATION MATERIALS, NEWSPAPER RELEASES AND THEY COMPILED A LIST OF ADDRESSES FOR ALL AFFECTED PARTIES. THE CITY HAS MAILED OUT THE NOTICES AND ARRANGED FOR LOCAL NEWSPAPER PUBLICATIONS.

COUNCILMEMBER FOLL STATED THAT PARTS OF THE TASK ORDER REFER TO THE OWNER AND ENGINEER AND OTHER PARTS REFER TO THE AGENCY AND CONSULTANT. SHE REQUESTED THAT THE REFERENCES BE CONSISTENT THROUGHOUT THE ENTIRE TASK ORDER. MATT GILLIS STATED THAT HE WILL CHANGE THE WORDING AND INCLUDE THE COMPLETION DATE.

MOTION PASSED.

**NEW BUSINESS:**

**#09. DISCUSSION/ACTION: POSSIBLE APPROVAL OF WELCH COMER TASK ORDER 14-04, RESERVOIR #3 FUNDING ASSISTANCE, HYDRAULIC ANALYSIS AND SCHEMATIC DESIGN.**

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT COUNCIL DISCUSSED OPTIONS FOR RESERVOIR #3 AT THE LAST COUNCIL MEETING AND THIS TASK ORDER IS A RESULT OF THE DECISION TO MOVE FORWARD WITH A NEW RESERVOIR.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE A BREAKDOWN OF EACH TASK DETAILING WHAT IS INCLUDED IN EACH PRICE. HE WOULD ALSO LIKE A DUE DATE FOR EACH TASK.

COUNCILMEMBER FOLL ASKED HOW MUCH ASSISTANCE WITH GRANT AND/OR LOAN APPLICATIONS IS INVOLVED. ERIC DURPOS STATED THAT IT DEPENDS ON THE TYPE OF APPLICATION AND WHAT IS REQUIRED. IN THE PAST IT HAS BEEN A JOINT EFFORT.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE WELCH COMER TASK ORDER 14-04 FOR RESERVOIR #3 FUNDING ASSISTANCE, HYDRAULIC ANALYSIS AND SCHEMATIC DESIGN IN THE AMOUNT OF \$9,000.00 TO INCLUDE THE ADDITION OF COMPLETION DATES OF JANUARY 1, 2015 FOR EACH TASK.

[7:22:02 PM](#)

MOTION PASSED.

**#10. DISCUSSION/ACTION: POSSIBLE APPROVAL OF THE WA STATE DEPARTMENT OF TRANSPORTATION AIRPORT AID GRANT AGREEMENT FOR PAVEMENT MAINTENANCE.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AIRPORT AID PROGRAM

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GRANT AGREEMENT IN THE AMOUNT OF \$96,166.41 WITH A CITY MATCH OF \$5,061.39 FUNDED WITH CURRENT EXPENSE CFP (CAPITAL FACILITIES PROJECTS) RESERVE FUNDS.

COUNCILMEMBER BIRCH STATED THAT THE GRANT REQUIRES AT LEAST TWO BIDS AND ONLY ONE WAS RECEIVED. AIRPORT MANAGER DAVE GARRINGER STATED THAT WE HAVE HAD COMMUNICATIONS WITH WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AND THEY ARE AWARE THAT ONLY ONE BID WAS RECEIVED AND THEY HAVE APPROVED MOVING FORWARD.

[7:28:14 PM](#)

MOTION PASSED.

**#11. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR THE AIRPORT CRACK SEAL PROJECT.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO AWARD THE AIRPORT CRACK SEAL PROJECT TO ROAD PRODUCTS, INC. IN THE AMOUNT OF \$101,227.80.

COUNCILMEMBER JANKE STATED THAT THERE NEEDS TO BE A COMPLETION DATE. DAVE GARRINGER STATED THAT HE WILL TALK TO THE CONTRACTOR ABOUT THEIR TIMEFRAME AND HE WOULD LIKE TO HAVE IT COMPLETED BY THE END OF THE SUMMER. COUNCILMEMBER JANKE STATED THAT IT SHOULD BE COMPLETED BY MID-SEPTEMBER OR POSTPONED UNTIL NEXT YEAR. COUNCILMEMBER JANKE REQUESTED THAT DAVE GARRINGER NEGOTIATE A COMPLETION DATE TO BE INCLUDED IN THE FINAL CONTRACT AND REPORT BACK TO COUNCIL. DAVE GARRINGER STATED THAT THIS GRANT IS ONLY FOR THIS YEAR, SO IF THE PROJECT IS POSTPONED WE WILL HAVE TO REAPPLY FOR THE GRANT.

COUNCILMEMBER FOLL ASKED WHY THE BID AMOUNT WAS DIFFERENT THAN THE AMOUNT OF THE AWARD. DAVE GARRINGER EXPLAINED THAT THE STATE DID A PAVEMENT STUDY AND ONLY A PORTION OF THE PROJECT IS ELIGIBLE FOR FUNDING, THEREFORE THE SCOPE WAS REVISED TO INCLUDE ONLY THE ELIGIBLE PORTIONS.

[7:34:24 PM](#)

MOTION PASSED.

**#12. DISCUSSION/ACTION: PROPOSED ORDINANCE AMENDING COLVILLE MUNICIPAL CODE SECTION 6.04.160 RELATING TO BARKING AND DISTURBING THE PEACE PROHIBITED WHEN.**

POLICE CHIEF ROBERT MESHISHNEK STATED THAT THE PROSECUTOR'S OFFICE ADVISED THAT OUR ORDINANCES WERE UNCONSTITUTIONAL AND THEY WOULD NOT PROSECUTE THEM. THE CITY ATTORNEY DRAFTED THE NEW ORDINANCES WHICH INCLUDE A PERIOD OF TIME AND DISTANCE AS REQUIRED.

COUNCILMEMBER JANKE ASKED HOW THE COMPLAINT WILL NEED TO BE FILED. CHIEF MESHISHNEK STATED THAT IT NEEDS TO BE COMMITTED IN THE PRESENCE OF A POLICE OFFICER.

COUNCILMEMBER FOLL ASKED WHY THERE WERE TWO ORDINANCES AND IF IT COULD BE COVERED UNDER JUST ONE. CHIEF MESHISHNEK STATED THAT THIS WAS WHAT THE CITY ATTORNEY RECOMMENDED.

COUNCILMEMBER FOSTER ASKED HOW MUCH OF A PROBLEM WE HAVE WITH BARKING DOG COMPLAINTS. CHIEF MESHISHNEK STATED THAT THEY USUALLY RECEIVE ONE TO TWO COMPLAINTS PER WEEK.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER FOSTER SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1526 N.S. AMENDING COLVILLE MUNICIPAL CODE SECTION 6.04.160 RELATING TO BARKING AND DISTURBING THE PEACE PROHIBITED WHEN.

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[7:43:01 PM](#)

MOTION PASSED.

*(ORDINANCE NO. 1526 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

- #13. DISCUSSION/ACTION: PROPOSED ORDINANCE AMENDING COLVILLE MUNICIPAL CODE SECTION 9.40.060 RELATING TO PUBLIC NUISANCES – BARKING DOGS – EXEMPTION AND REPEALING ORDINANCE NO. 956 N.S., SECTION 5.**

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1527 N.S. AMENDING COLVILLE MUNICIPAL CODE SECTION 9.40.060 RELATING TO PUBLIC NUISANCES-BARKING DOGS-EXEMPTION AND REPEALING ORDINANCE NO. 956 N.S., SECTION 5.

[7:45:08 PM](#)

MOTION PASSED.

*(ORDINANCE NO. 1527 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

**COMMITTEE OR SPECIAL REPORTS:**

- #14. REPORTS: JULY MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

NO DISCUSSION.

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

NO REPORT.

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

POLICE CHIEF MESHISHNEK STATED THAT THE FRAMING HAS BEEN BUILT FOR THE PAVILION SECURITY UPPER FENCE AND IT SHOULD BE PUT IN PLACE THIS WEEK OR NEXT.

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

COUNCILMEMBER BIRCH STATED THAT THERE IS STILL A PROBLEM WITH TREES AND BUSHES AROUND SIGNS AND INTERSECTIONS. CHIEF MESHISHNEK STATED THAT HE AND TERRY LECAIRE HAVE MET AND IDENTIFIED SEVERAL LOCATIONS AND THEY WILL BE DEALT WITH SOON.

COUNCILMEMBER JANKE STATED THAT HE RECEIVED A COMPLAINT FROM LYNN O'CONNOR ABOUT UNSAFE BICYCLE LANE MARKING IN FRONT OF SUPER ONE FOODS AND WAL-MART. HE STATED THAT SHE HAS ALSO CONTACTED ERIC DURPOS AND THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT). COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE THE CITY TO WRITE A LETTER OF SUPPORT REGARDING THESE CONCERNS TO THE WSDOT TO ADDRESS THIS ISSUE.

COUNCILMEMBER KYLE STATED THAT THE WSDOT HAS SPECIFIC REQUIREMENTS AND WE SHOULD CHECK WITH THEM TO GET THEIR SIDE BEFORE A LETTER IS WRITTEN.

COUNCILMEMBER JANKE ALSO STATED THAT HE FORWARDED AN EMAIL TO ALL COUNCILMEMBERS FROM TRI-COUNTY ECONOMIC DEVELOPMENT DISTRICT (TEDD) ASKING FOR COMMENTS ON THE REGIONAL TRANSPORTATION PLAN. HE STATED THAT TEDD WILL COMPILE THE COMMENTS AND THEN SEND IT OUT FOR PUBLIC COMMENT. COUNCILMEMBER JANKE STATED THAT THE WORDING REGARDING AN AIRPORT IN COLVILLE ALSO NEEDS TO BE REVISED TO STATE THAT WE WOULD

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SUPPORT A REGIONAL AIRPORT IN THE AREA. COUNCILMEMBER JANKE STATED THAT HE WOULD ALSO LIKE TO ADD MAINTAINING AND IMPROVING RAILROADS AND PUBLIC TRANSPORTATION.

COUNCILMEMBER BERGIN STATED THAT IT DOESN'T STATE THAT THE CITY SUPPORTS AN AIRPORT AND IT DOESN'T MENTION THE CITY OR OUR POSITION ON AN AIRPORT.

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE TO HAVE THE WORDING CHANGED TO STATE THAT THE CITY WOULD SUPPORT A POTENTIAL REGIONAL AIRPORT, NOT ASSOCIATED WITH THE COLVILLE MUNICIPAL AIRPORT. SHE ALSO STATED THAT SHE WOULD LIKE STAFF TO RESEARCH THE RECOMMENDATIONS THAT COUNCIL MADE FOR RAILROADS SEVERAL YEARS AGO.

COUNCILMEMBER JANKE STATED THAT HE ALSO SENT OUT A LIST OF CONSIDERATIONS AND GOALS FOR THE BIENNIAL BUDGET TO ALL COUNCILMEMBERS AND ASKED FOR THEIR COMMENTS.

COUNCILMEMBER KYLE STATED THAT THE MAYOR AND STAFF NEED TO BE INVOLVED. MAYOR RARRICK STATED THAT SHE WILL REVIEW THIS LIST WITH DEPARTMENT HEADS AT THE DEPARTMENT HEAD MEETING TOMORROW MORNING.

COUNCILMEMBER JANKE STATED THAT HE WILL BE GONE FOR THE NEXT COUNCIL MEETING.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO WITHHOLD THE KAN-DHO ELECTRICAL PAYMENT FOR EMERGENCY ELECTRICAL WORK AT THE PARK ON JULY 28 AND 29, 2014 UNTIL AN ITEMIZED INVOICE IS RECEIVED.

[8:15:43 PM](#)

MOTION PASSED.

COUNCILMEMBER FOLL ASKED THE MAYOR TO INSTRUCT CITY STAFF TO REQUEST ITEMIZED BILLS IN THE FUTURE IF THEY ARE NOT RECEIVED. SHE ALSO STATED THAT NO MINUTES FROM THE FIRE DEPARTMENT HAVE BEEN RECEIVED SINCE JANUARY 6, 2014.

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

[8:18:58 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT: 8:18 P.M.**

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

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