

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**September 9, 2014**

**6:30 PM:** MEETING CALLED TO ORDER BY MAYOR PRO-TEM NANCY FOLL.

[6:30:01 PM](#)

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

[6:30:48 PM](#)

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

**ABSENT:** MAYOR DEBORAH RARRICK

**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, RECREATION COORDINATOR JAKE WILSON, FIRE CHIEF JOE HIRSCH AND LIBRARY MANAGER KRISTA OHRTMAN.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **MINUTES OF THE AUGUST 26, 2014 REGULAR CITY COUNCIL MEETING.**
- #02. **SEPTEMBER 10, 2014 CLAIMS CHECKS #52468 ~ #52535 IN THE AMOUNT OF \$152,624.13 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **AUGUST, 2014 PAYROLL CHECKS #52428 ~ #52467 IN THE AMOUNT OF \$286,222.84 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **AUGUST, 2014 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #05. **AUGUST 22, 2014 ~ SEPTEMBER 3, 2014 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR PRO-TEM FOLL READ THE CONSENT AGENDA.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER KYLE 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 SEPTEMBER 9, 2014 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: SEPTEMBER 10, 2014 CLAIMS CHECKS #52468 ~ #52535 IN THE AMOUNT OF \$152,624.13; AUGUST, 2014 PAYROLL CHECKS #52428 ~ #52467 IN THE AMOUNT OF \$286,222.84" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[6:32:19 PM](#)

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

THERE WERE NO PUBLIC COMMENTS.

**NEW BUSINESS:**

- #07. **DISCUSSION/ACTION: FINAL REPORT FROM THE RECYCLING COMMITTEE AND RECOMMENDATIONS FOR THE STEVENS COUNTY DRAFT SOLID WASTE MANAGEMENT PLAN.**

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COUNCILMEMBER JANKE STATED THAT THE RECYCLING COMMITTEE HAS RECOMMENDATIONS THAT THEY WOULD LIKE THE CITY TO ADOPT. COMMENTS WILL BE FORWARDED TO THE COUNTY FOR THE STEVENS COUNTY SOLID WASTE MANAGEMENT PLAN.

COUNCILMEMBER JANKE REVIEWED THE COMMENTS/RECOMMENDATIONS ON THE DRAFT STEVENS COUNTY SOLID WASTE MANAGEMENT PLAN (SWMP):

- Note that many of these are addressed in SWMP but more specificity is desired.
- Encourage and look for opportunities to create recycling business. Perhaps a liaison between cities, County and TEDD could work towards this.
- Support County to apply for grant for recyclable containers which would be provided free to events such as fairs, Chataqua, Rendezvous, etc.
- Need more emphasis on adult education; perhaps newcomers to the area. Most emphasis currently seems to be on youth.
- Seek to expand current County recycling facility. Ideas to expand are to increase acceptable paper products, wider range of plastic products, more use of baler, perhaps with collection points for plastics.
- Eliminate use of plastic bags at stores.
- Continue to pursue curbside recycling, including compost/garden waste.
- Change the philosophy on landfill operation to consider environmental impact a driver not just economics. Operate to expand landfill life and to incentivize less waste at landfill, i.e., not budgeting for increased waste for operational costs.
- More emphasis on commercial and corporate recycling.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ACCEPT THE RECYCLING COMMITTEE RECOMMENDATIONS FOR INPUT ON THE DRAFT STEVENS COUNTY SOLID WASTE MANAGEMENT PLAN.

[6:39:40 PM](#)

MOTION PASSED.

MAYOR PRO-TEM FOLL STATED THAT SHE WILL SEND A LETTER TO THE COUNTY WITH THIS INFORMATION.

MAYOR PRO-TEM FOLL ASKED IF COUNCILMEMBER JANKE WOULD TAKE THE NEXT STEP AND LOOK AT WHAT THE CITY IS DOING AND NOT DOING WITH RECYCLING AND MAKE RECOMMENDATIONS. COUNCILMEMBER JANKE WILL WORK ON THIS WITH ERIC DURPOS AND COUNCILMEMBER KYLE WILL ASSIST. THIS WILL BE ADDED TO THE PENDING ITEMS LIST WITH A DUE DATE OF 1/31/2015.

- #08. DISCUSSION/PROPOSED 2015-2016 BIENNIAL BUDGET DEPARTMENT REQUESTS: CITY COUNCIL, CITY HALL, MAYOR, CITY CLERK, CITY TREASURER, AIRPORT, LIBRARY, BUILDING/PLANNING, RECREATION, SWIMMING POOL, POLICE, FIRE, PARK, STREET AND MUNICIPAL SERVICES.**

MAYOR PRO-TEM FOLL STATED THAT THE CITY HAS CHANGED TO A BIENNIAL BUDGET. SHE STATED THAT THE CITY COUNCIL WILL BE UTILIZING THE NEW FLEET MANAGEMENT POLICY AND THE FACILITIES MAINTENANCE SHEETS FOR ALL CITY BUILDINGS. SHE STATED THAT THOSE ITEMS ARE DESIGNATED INTO CATEGORIES AND HEALTH AND SAFETY ISSUES WILL BE LOOKED AT FIRST.

COUNCILMEMBER JANKE STATED THE THEY WILL ALSO BE USING THE NEW BUDGET POLICY, STORM DRAIN UTILITY ORDINANCE AND PREVIOUS COUNCIL GOALS.

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MAYOR PRO-TEM FOLL STATED THAT THE COUNCIL HAS BEEN WORKING ON SETTING ASIDE FUNDS FOR CAPITAL FACILITIES PROJECTS, FACILITIES MAINTENANCE, ETC. MAYOR PRO-TEM FOLL ALSO STATED THAT SHE WILL REVIEW THE DEPARTMENTS 2013/2014 GOALS WHEN THE BUDGET REQUESTS ARE PRESENTED.

2015-2016 BIENNIAL BUDGET REQUESTS WERE REVIEWED FOR CITY COUNCIL, CITY HALL, MAYOR, CITY CLERK, CITY TREASURER, AIRPORT, LIBRARY, BUILDING/PLANNING, RECREATION, SWIMMING POOL, POLICE, FIRE, PARK, STREET, MUNICIPAL SERVICES AND STORM WATER.

MAYOR PRO-TEM FOLL STATED THAT THE NEXT STEP IS TO COME UP WITH A MAYOR'S BUDGET TO PRESENT TO COUNCIL.

COUNCILMEMBER JANKE STATED THAT HE PREVIOUSLY DISTRIBUTED A GOAL LIST THAT HE CAME UP WITH AND HE'S NOT SURE IF THERE NEEDS TO BE ANY FOCUS WITH THOSE. HE STATED THAT WE AREN'T REALLY THINKING STRATEGICALLY AND LOOKING FORWARD. HE STATED THAT WE NEED TO USE THE FLEET MANAGEMENT GUIDE. COUNCILMEMBER JANKE ALSO STATED THAT THE EMERGENCY MANAGEMENT PLAN NEEDS TO BE ASSIGNED TO A STAFF MEMBER AND POSSIBLE ASSOCIATED COSTS. HE ALSO STATED THAT CITY FACILITY INSPECTIONS AND THE FACILITY SHEETS NEEDS TO BE ASSIGNED TO A STAFF MEMBER.

COUNCILMEMBER KYLE STATED THAT HE WOULD LIKE TO KNOW IF OUR REVENUES ARE INCREASING.

**COMMITTEE OR SPECIAL REPORTS:**

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

NO DISCUSSION.

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

NO REPORT.

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

NO DISCUSSION.

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

COUNCILMEMBER KYLE ASKED ABOUT THE PROCESS TO REPLACE THE RETIRING BUILDING INSPECTOR. MAYOR PRO-TEM FOLL STATED THAT THE ORGANIZATIONAL ANALYSIS COMMITTEE IS WORKING ON THE JOB DESCRIPTION AND HOPES TO HAVE IT ADVERTISED BY THE END OF THE MONTH.

COUNCILMEMBER JANKE STATED THAT THE UPDATED FINAL DRAFT OF THE RTPO (REGIONAL TRANSPORTATION PLANNING ORGANIZATION) TRANSPORTATION PLAN HAS BEEN CIRCULATED AND ANY ADDITIONAL COMMENTS NEED TO BE SUBMITTED TO HIM BY THE 16<sup>TH</sup> OF SEPTEMBER.

COUNCILMEMBER BIRCH ASKED ABOUT THE STATUS OF THE MAYOR. MAYOR PRO-TEM FOLL STATED THAT THERE HAS BEEN NO CONTACT REGARDING THE MAYOR'S MEDICAL CONDITION OR HER RETURN. MAYOR PRO-TEM FOLL STATED THAT SHE WILL BE TAKING A MORE ACTIVE ROLE AS MAYOR PRO-TEM AND SHE WILL BE MEETING WITH THE DEPARTMENT HEADS TOMORROW MORNING. SHE ALSO STATED THAT SHE WILL BE ASKING FOR UPDATED GOALS FROM THE DEPARTMENT HEADS.

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

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[9:33:14 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT: 9:33 P.M.**

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MAYOR PRO-TEM NANCY FOLL

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

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