

Colville, Washington
Regular City Council Meeting Minutes
October 14, 2014

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

[6:30:09 PM](#)

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

[6:30:59 PM](#)

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

ABSENT: COUNCILMEMBER TERRY FOSTER AND MAYOR DEBORAH RARRICK.

STAFF PRESENT: CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, RECREATION COORDINATOR JAKE WILSON, CHIEF OF POLICE ROBERT MESHISHNEK AND CITY ATTORNEY CHARLES SCHUERMAN.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE SEPTEMBER 30, 2014 REGULAR CITY COUNCIL MEETING.**
- #02. **OCTOBER 15, 2014 CLAIMS CHECKS #52719 ~ #52806 IN THE AMOUNT OF \$295,369.39 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **SEPTEMBER, 2014 PAYROLL CHECKS #52658 ~ #52718 IN THE AMOUNT OF \$280,546.02 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **SEPTEMBER, 2014 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #05. **SEPTEMBER 26, 2014 ~ OCTOBER 9, 2014 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR PRO-TEM FOLL READ THE CONSENT AGENDA.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER LAWSON 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 OCTOBER 14, 2014 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: OCTOBER 15, 2014 CLAIMS CHECKS #52719 ~ #52806 IN THE AMOUNT OF \$295,369.39; SEPTEMBER, 2014 PAYROLL CHECKS #52658 ~ #52718 IN THE AMOUNT OF \$280,546.02" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[6:32:32 PM](#)

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

ANN BERGER, 765 EAST FIRST, STATED THAT PROCLAMATIONS SHOULD BE SIGNED BY THE ENTIRE COUNCIL AND NOT JUST THE MAYOR.

PUBLIC APPEARANCES AND FORUM TIME:

- #07. **DISCUSSION/ACTION:** REQUEST TO HOLD THE KIDDIE AND PET PARADE.

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KAREN MCQUARRIE, CHAMBER OF COMMERCE, STATED THAT THE PARADE WILL BE ON OCTOBER 24TH STARTING AT 4:30 P.M. IN FRONT OF THE FIRE STATION. THEY ARE FILLING ABOUT 400 GOODIE BAGS FOR THE CHILDREN.

POLICE CHIEF MESHISHNEK STATED THAT THEY DO A ROLLING ROAD BLOCK AS THEY MOVE AROUND THE ROUTE.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE THE CLOSURE OF PORTIONS OF OAK, BIRCH, MAIN AND FIRST STREETS FOR THE ANNUAL HALLOWEEN KIDDIE AND PET PARADE ON FRIDAY, OCTOBER 24, 2014 BEGINNING AT 4:30 P.M.

[6:37:40 PM](#)

MOTION PASSED.

#08. DISCUSSION/ACTION: REQUEST TO RELEASE MAINTENANCE BOND FUNDS FOR BOWMAN COLVILLE COMMERCIAL.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT ALL THE IMPROVEMENTS WERE COMPLETED ON OCTOBER 6, 2011 AND ALL REPAIRS WERE MADE AND APPROVED BY THE CITY.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO RELEASE THE REMAINING MAINTENANCE BOND HELD AT KEY BANK UNDER THE IRREVOCABLE ASSIGNMENT OF FUNDS DATED DECEMBER 9, 2008 IN THE AMOUNT OF \$17,485.03 FOR THE BOWMAN COMMERCIAL LONG PLAT.

[6:40:43 PM](#)

MOTION PASSED.

NEW BUSINESS:

#09. DISCUSSION/ACTION: SWIMMING POOL FILTRATION SYSTEM.

RECREATION COORDINATOR JAKE WILSON STATED THAT THE FILTRATION SYSTEM AT THE SWIMMING POOL IS IN NEED OF REPAIRS AND IF THE FILTERS FAIL THE POOL WILL BE CLOSED UNTIL THEY ARE REPLACED. HE STATED THAT THE OTHER PART OF THIS IS THE WADING POOL AND THAT COULD BE ADDRESSED AT THE SAME TIME. HE STATED THAT WE SHOULD MOVE TOWARDS A SPLASH PARK INSTEAD OF THE WADING POOL THAT WE ARE USED TO.

RECREATION COORDINATOR JAKE WILSON STATED THAT HE IS ASKING FOR FUNDING TO DO AN INITIAL ENGINEERING SCOPE OF WORK. HE WOULD LIKE TO FUND IT FROM THE CURRENT EXPENSE ENGINEERING SERVICES LINE ITEM WITH THE BALANCE COMING FROM HIS NORMAL BUDGET.

COUNCILMEMBER KYLE STATED THAT THIS MAINTENANCE ITEM IS WORTH DOING, BUT HE THINKS THAT THE SPLASH PARK IS A NEW ITEM AND SHOULDN'T BE ATTACHED TO THE POOL MAINTENANCE ISSUE.

COUNCILMEMBER JANKE STATED THAT HE WILL WANT TO SEE A BREAKOUT OF THE NUMBERS ON THE ENGINEERING ESTIMATE.

MAYOR PRO-TEM FOLL STATED THAT SHE WANTS A SEARCH DONE TO SEE IF THERE ARE ALREADY SOME PLANS OR OTHER DOCUMENTS REGARDING THIS PROJECT SOMEWHERE BEFORE THE MONEY IS SPENT.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO FUND THE AMOUNT NOT TO EXCEED \$5,738 FOR AN ENGINEERING STUDY WITH PARTIAL FUNDING TO COME FROM CURRENT EXPENSE ENGINEERING SERVICES AND THE BALANCE FROM THE SWIMMING POOL BUDGET.

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COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AMEND THE MOTION TO INCLUDE A COMPLETION DATE OF DECEMBER 1, 2014.

[7:03:38 PM](#)

MOTION TO AMEND PASSED.

[7:03:58 PM](#)

ORIGINAL MOTION AS AMENDED PASSED.

#10. DISCUSSION/ACTION: POSSIBLE APPROVAL OF AN AIRPORT HANGAR SALE.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO APPROVE THE SALE OF HANGAR F AT THE COLVILLE MUNICIPAL AIRPORT FROM JERRY SATER TO ANDREW HATCH AND GARY BROOKS CONDITIONED UPON BUYERS SIGNING A NEW MUNICIPAL AIRPORT LEASE AGREEMENT ON THE SAME TERMS AS THE CURRENT JERRY SATER LEASE AND THEY COMPLY WITH THE INDEMNIFICATION AND INSURANCE REQUIREMENTS BY PROVIDING A CERTIFICATE WITH THE CITY NAMED AS AN ADDITIONAL INSURED.

[7:08:56 PM](#)

MOTION PASSED.

#11. DISCUSSION/ACTION: REQUEST TO AMEND THE CITY PROCEDURES FOR PROCLAMATIONS.

COUNCILMEMBER KYLE STATED THAT THERE HAS BEEN SOME RECENT DISCUSSIONS ABOUT THE PROCEDURES FOR PROCLAMATIONS. HE STATED THAT HE IS RECOMMENDING THAT THE MAYOR BE ALLOWED TO SIGN PROCLAMATIONS WITHOUT ACTION OF THE COUNCIL.

COUNCILMEMBER JANKE STATED THAT HE GOT SOME EXAMPLES ON THE INTERNET AND THE FACT IS THAT WE NEED A POLICY. HE STATED THAT PROCLAMATIONS ARE CEREMONIAL AND HE WOULDN'T HAVE A PROBLEM WITH THE MAYOR SIGNING IF IT MEETS THE POLICY.

COUNCILMEMBER BERGIN STATED THAT SECTION 4.4 IN THE CURRENT COUNCIL RULES IS OK AND DOESN'T NEED TO BE CHANGED.

IT WAS DECIDED THAT COUNCILMEMBERS JANKE AND KYLE WILL WORK ON A POLICY TO BRING FORWARD FOR CONSIDERATION.

MAYOR PRO-TEM REQUESTED THAT THIS BE ADDED TO THE PENDING LIST DUE BY FEBRUARY 1, 2015.

#12. DISCUSSION/ACTION: DESIGNATION OF A TEMPORARY MAYOR PRO-TEM.

MAYOR PRO-TEM FOLL STATED THAT SHE WILL NEED TO MISS THE NEXT THREE (3) COUNCIL MEETINGS AND IS REQUESTING PERMISSION TO DO SO.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO ALLOW MAYOR PRO-TEM FOLL TO MISS THE NEXT THREE (3) COUNCIL MEETINGS.

[7:18:11 PM](#)

MOTION PASSED.

MAYOR PRO-TEM FOLL STATED THAT THERE IS A NEED TO APPOINT AN INTERIM MAYOR PRO-TEM WHILE SHE IS ABSENT. SHE STATED THAT SHE WILL BE GONE FROM OCTOBER 18 - NOVEMBER 30.

COUNCILMEMBER JANKE SUGGESTED THAT THIS REMAIN IN EFFECT WHILE WE ARE IN THE CURRENT SITUATION.

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COUNCILMEMBER BERGIN NOMINATED COUNCILMEMBER JANKE TO FILL IN AS MAYOR PRO-TEM UNTIL FURTHER NOTICE, SECONDED BY COUNCILMEMBER BIRCH.

[7:21:09 PM](#)

MOTION PASSED. *COUNCILMEMBER JANKE ABSTAINED.*

#13. DISCUSSION: 2015/2016 BIENNIAL BUDGET.

MAYOR PRO-TEM FOLL STATED THAT A STREET SWEEPER IS FUNDED BUT NO OTHER VEHICLE OR EQUIPMENT REQUESTS WERE FUNDED. SHE STATED THAT SHE IS RECOMMENDING A MORATORIUM ON ALL TECHNOLOGY PURCHASES. THE FUNDING MIGHT STILL BE IN A BUDGET LINE ITEM BUT IT IS NOT TO BE SPENT UNTIL WE HAVE A PLAN FOR TECHNOLOGY.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS ASKED WHEN THE MORATORIUM WILL GO INTO EFFECT. HE ALSO ASKED IF IT INCLUDES PHONES OR JUST COMPUTERS.

MAYOR PRO-TEM FOLL STATED THAT SHE IS TALKING ABOUT ANYTHING IN THE COMPUTER REALM INCLUDING SOFTWARE, PRINTERS, LAPTOPS AND DESKTOPS, ETC. SHE STATED THAT SHE WOULD RECOMMEND THAT THE MORATORIUM GO IN TO EFFECT IMMEDIATELY FOR DESKTOPS, LAPTOPS, AND ALL COMPUTERS.

COUNCILMEMBER JANKE STATED THAT OVERALL THE BUDGET IS IN GOOD SHAPE.

COUNCILMEMBER JANKE STATED THAT HE THINKS THE UTILITY BUDGETS ARE ALREADY HIGH, AND MAYBE WE LOOK AT A ROLLING AVERAGE OR USE A PERCENTAGE INCREASE ON UTILITIES ACROSS THE BOARD.

COUNCILMEMBER JANKE STATED THAT HE WOULD PROPOSE A 0% SALARY INCREASE FOR 2016.

COUNCILMEMBER LAWSON ASKED HOW THE REVENUES WERE ESTIMATED. MAYOR PRO-TEM FOLL STATED THAT A LOT OF THE LARGER ITEMS ARE BASED ON A THREE YEAR ROLLING AVERAGE.

COMMITTEE OR SPECIAL REPORTS:

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

NO DISCUSSION.

#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:

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT HE ATTENDED THE IACC (INFRASTRUCTURE ASSISTANCE COORDINATING COUNCIL) CONFERENCE TO PITCH THE RESERVOIR 3 PROJECT. HE STATED THAT THERE IS SOME CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) IMMINENT THREAT GRANT MONEY AVAILABLE AND THEY ARE WORKING ON AN APPLICATION RIGHT NOW. HE STATED THAT WE WILL ALSO BE PURSUING OTHER FUNDING OPTIONS BUT NONE OF THOSE WILL ACCOMMODATE CONSTRUCTION IN 2015. HE STATED THAT THEY ARE ALSO GOING AFTER A CDBG PLANNING GRANT. HE STATED THAT THERE ARE ALSO SOME STORM WATER GRANTS AVAILABLE.

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ERIC DURPOS STATED THAT MAURICE WILLIAMSON IS RECOMMENDING THAT WE HOLD OFF ON LOGGING CRYSTAL FALLS UNTIL THE MARKET REBOUNDS. HE ALSO STATED THAT HE IS STILL WAITING TO HEAR ABOUT THE 40 YEAR EASEMENT FROM THE PARKS COMMISSION.

#14. EXECUTIVE SESSION: DISCUSS PERSONNEL PER RCW 42.30.110 (1) (g).

8:09:24 PM MAYOR PRO-TEM FOLL CALLED FOR AN EXECUTIVE SESSION TO DISCUSS PERSONNEL PER RCW 42.30.110 (1) (g) AND STATED THAT IT WILL LAST APPROXIMATELY 7 MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL REMAINED IN ATTENDANCE FOR THE EXECUTIVE SESSION.

8:17:21 PM MAYOR PRO-TEM FOLL RECONVENED THE REGULAR MEETING.

MAYOR PRO-TEM FOLL STATED THAT SHE AND OTHER COMMITTEE MEMBERS INTERVIEWED 5 POLICE OFFICERS AND HAVE SELECTED ONE TO MOVE FORWARD WITH THE NECESSARY TESTING. THIS POSITION WILL NEED TO GO TO THE POLICY ACADEMY FIRST SO THIS MIGHT BE A LENGTHY PROCESS BEFORE WE HAVE AN OFFICER ON STAFF.

8:21:22 PM COUNCILMEMBER LAWSON STATED THAT SHE WILL BE GONE FOR THE NEXT COUNCIL MEETING.

COUNCILMEMBER JANKE ASKED ABOUT THAT STATUS OF THE HAZARDOUS TREES IN THE PARK. MAYOR PRO-TEM FOLL STATED THAT THEY HAVE BEEN CUT DOWN.

COUNCILMEMBER JANKE STATED THAT THE FLEET COMMITTEE MET LAST WEEK AND WENT OVER RATES WITH THE INSURANCE AGENT. HE STATED THAT THE COMMITTEE DECIDED THAT WE WERE OVER INSURING TRAILERS AND ALSO DETERMINED THAT WE WOULD REMOVE COMPREHENSIVE AND COLLISION ON SOME OLDER TRUCKS AND OTHER VEHICLES. HE STATED THAT THERE WILL BE A REVISION TO THAT POLICY COMING FORWARD. HE ALSO STATED THAT THE COMMITTEE WAS DISBANDED AND WOULD LIKE TO RECOGNIZE THE GOOD WORK OF THE COMMITTEE MEMBERS.

MAYOR PRO-TEM FOLL STATED THAT SHE COULDN'T FIND ANY WEEDS IN THE CURBS BY THE DOLLAR STORE. COUNCILMEMBER BIRCH STATED THAT THE WHOLE AREA IS BAD AND HE WOULD LIKE TO KNOW HOW WE ENFORCE THESE ISSUES. MAYOR PRO-TEM FOLL STATED THAT SHE SENT THE BUILDING OFFICIAL OUT TO LOOK AT IT AND HIS OPINION WAS THAT IT WASN'T A MAJOR ISSUE. A LETTER WILL BE SENT TO THE PROPERTY OWNER ASKING THEM TO RESOLVE THE NUISANCE ISSUE.

MAYOR PRO-TEM FOLL STATED THAT WHEN THE VINSON FUND COMMITTEE MEMBER RECOMMENDATIONS WERE MADE THERE WERE TOO MANY MEMBERS APPOINTED FROM THE COUNTY ACCORDING TO THE ORDINANCE. SHE STATED THAT DALE WILSON RESIGNED VOLUNTARILY AND WE ARE NOW ADVERTISING FOR AN ADDITIONAL MEMBER IN THE CITY LIMITS.

MAYOR PRO-TEM FOLL STATED THAT SHE WANTS TO WORK ON LONG RANGE PLANNING IN THE NEXT YEAR. SHE STATED THAT SHE WOULD LIKE TO HAVE A BETTER FOCUS ON WHAT WE ARE TRYING TO ACCOMPLISH.

MAYOR PRO-TEM FOLL STATED THAT THE OLD BORDER PATROL BUILDING IS BEING SURPLUSED AND WE WILL BE SUBMITTING AN APPLICATION FOR THAT BUILDING FOR A POLICE STATION. HOWEVER, PRIORITY WILL GO TO THOSE THAT WANT TO USE IT AS A HOMELESS SHELTER.

MAYOR PRO-TEM FOLL STATED THAT ON FRIDAY NIGHT THERE IS A FUND RAISER AT 6:00 P.M. FOR MAYOR RARRICK AT THE AG TRADE CENTER.

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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.

[8:49:31 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT: 8:49 P.M.

MAYOR PRO-TEM NANCY FOLL

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