

Colville, Washington
Regular City Council Meeting Minutes
March 10, 2015

6:30 PM: MEETING CALLED TO ORDER BY MAYOR LOUIS JANKE.

[6:30:03 PM](#)

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

[6:31:09 PM](#)

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

ABSENT: NONE

STAFF PRESENT: FIRE CHIEF BRAD MANKE, CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, CITY PLANNER RJ KEETCH AND POLICE CHIEF ROBERT MESHISHNEK.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE FEBRUARY 24, 2015 REGULAR CITY COUNCIL MEETING.**
- #02. **FEBRUARY 23, 2015 MANUAL CLAIMS CHECK #53643 IN THE AMOUNT OF \$145.00 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **MARCH 11, 2015 CLAIMS CHECKS #53677 ~ #53756 IN THE AMOUNT OF \$144,207.65 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **FEBRUARY, 2015 PAYROLL CHECKS #53644 ~ #53676 IN THE AMOUNT OF \$274,640.95 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **FEBRUARY, 2015 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #06. **FEBRUARY 19, 2015 ~ MARCH 4, 2015 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE READ THE CONSENT AGENDA.

COUNCILMEMBER BERGIN 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 MARCH 10, 2015 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: FEBRUARY 23, 2015 MANUAL CLAIMS CHECK #53643 IN THE AMOUNT OF \$145.00; MARCH 11, 2015 CLAIMS CHECKS #53677 ~ #53756 IN THE AMOUNT OF \$144,207.65; FEBRUARY, 2015 PAYROLL CHECKS #53644 ~ #53676 IN THE AMOUNT OF \$274,640.95" AND DOES APPROVE THE CONSENT AGENDA AS READ.

COUNCILMEMBER KYLE STATED THAT HE WAS ON AUDIT COMMITTEE THIS MONTH AND THERE WAS A LOT OF UNSIGNED VOUCHERS WHEN HE AUDITED. HE REQUESTED THAT THOSE BE COMPLETE PRIOR TO BEING ASKED TO AUDIT.

[6:33:22 PM](#)

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

Colville, Washington
Regular City Council Meeting Minutes
March 10, 2015

ERIC CARPENTER STATED THAT HE HAS A PROBLEM WITH THE COMPANY THAT IS COLLECTING THE GARBAGE IN TOWN. HE STATED THAT HE PREVIOUSLY HAD A VACANT UNIT ON 9TH AVENUE AND SUNSHINE CAME AND TOOK THE Toter FROM THE PROPERTY AFTER THEY STOPPED SERVICE. WHEN SOMEONE NEW MOVED INTO THE ADDRESS HE REQUESTED A Toter AND WAS TOLD THEY WOULD NOT DELIVER ONE UNTIL THE FEE WAS PAID FOR THE PREVIOUSLY LOST Toter. HE STATED THAT HE IS APPARENTLY BEING CHARGED FOR A LOST Toter EVEN THOUGH HE HAS TWO PEOPLE THAT SAW SUNSHINE COME AND TAKE THE Toter. HE STATED THAT HE HAS TRIED NUMEROUS TIMES TO RESOLVE THIS ISSUE WITH SUNSHINE.

MAYOR JANKE ASKED MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS TO FACILITATE A RESOLUTION ON THIS ISSUE AND MAKE SURE THE CONTRACT THAT SUNSHINE HAS WITH THE CITY IS BEING FOLLOWED.

PRIORITY ITEMS:

#08. DISCUSSION: INTERVIEW CANDIDATES FOR VACANT COUNCILMEMBER WARD 3 POSITION.

MAYOR JANKE EXPLAINED THE PROCEDURES FOR THE INTERVIEW OF THE CANDIDATES FOR THE VACANT COUNCILMEMBER WARD 3, POSITION 2 CREATED BY THE APPOINTMENT OF LOU JANKE TO THE MAYOR POSITION. THE APPLICANTS WERE ASKED TO DRAW NUMBERS FOR ORDER OF INTERVIEWS. THE APPLICANTS NOT BEING INTERVIEWED WERE ASKED TO LEAVE THE ROOM.

JACK SMITH WAS THE FIRST TO BE INTERVIEWED, FOLLOWED BY BILL PIFER AND LECH RADZIMSKI.

ALL CANDIDATES WERE ASKED THE FOLLOWING QUESTIONS:

1. PLEASE TELL US ABOUT YOUR EDUCATION OR EXPERIENCE THAT QUALIFIES YOU FOR THE POSITION OF CITY COUNCILPERSON.
2. PLEASE DESCRIBE THE ROLE OF CITY COUNCILMEMBER.
3. HOW WILL YOU INCORPORATE THE VARIOUS OPINIONS OF YOUR CONSTITUENTS IN YOUR DECISION-MAKING?
4. A. WHY DO YOU WANT TO BE ON THE CITY COUNCIL?
B. WHAT ARE YOUR GOALS?
5. WHAT ARE YOUR PARTICULAR INTERESTS WITHIN CITY GOVERNMENT?
6. A. PLEASE DESCRIBE YOUR STRENGTHS.
B. WHAT PERSONAL AREAS WOULD YOU LIKE TO IMPROVE IN YOURSELF?
7. THERE IS A LOT OF READING TO BE DONE WHEN YOU ARE A COUNCILMEMBER. PLEASE TELL US THE VARIETY OF THINGS YOU READ NOW ON A REGULAR BASIS.
8. WHY SHOULD WE SELECT YOU?

#09. EXECUTIVE SESSION: DISCUSS CANDIDATES FOR VACANT COUNCILMEMBER WARD 3 POSITION. *RCW 42.30.110(H)*

MAYOR JANKE CALLED FOR AN EXECUTIVE SESSION AT 7:38 P.M. PER RCW 42.30.110(H) TO DISCUSS THE CANDIDATES FOR THE VACANT COUNCILMEMBER FOR WARD 3, POSITION 2 AND STATED THAT IT WOULD LAST FOR APPROXIMATELY 10 MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL REMAINED IN ATTENDANCE.

MAYOR JANKE RECONVENED THE REGULAR MEETING AT 7:49 P.M. AND STATED THAT THE COUNCIL WOULD NEED AN ADDITIONAL 8 MINUTES IN EXECUTIVE SESSION.

[7:58:00 PM](#) MAYOR JANKE RECONVENED THE REGULAR MEETING AT 7:58 P.M.

#10. POSSIBLE APPOINTMENT: VOTE FOR COUNCILMEMBER FOR WARD 3 POSITION.

MAYOR JANKE POLLED THE COUNCIL FOR THEIR SELECTION:

Colville, Washington
Regular City Council Meeting Minutes
March 10, 2015

KYLE – BILL PIFER; BIRCH – BILL PIFER; FOSTER – BILL PIFER; LAWSON – LECH RADZIMSKI; BERGIN – JACK SMITH; FOLL – BILL PIFER.

BILL PIFER WAS SELECTED TO FILL THE VACANCY.

#11. OATH OF OFFICE: COUNCILMEMBER FOR WARD 3, POSITION 2.

MAYOR JANKE ADMINISTERED THE OATH OF OFFICE FOR THE POSITION OF COUNCILMEMBER FOR WARD 3, POSITION 2 TO BILL PIFER.

UNFINISHED BUSINESS:

#12. DISCUSSION/ACTION: REQUEST FROM TEDD, WSU EXTENSION AND RURAL RESOURCES FOR STAFF ASSISTANCE IN PROCESS OF DEVELOPING A FOOD HUB PLAN AND USING STAFF TIME AS IN-KIND MATCH FOR USDA NIFA PLANNING PROGRAM GRANT.

DEBRA HANSEN, WSU EXTENSION, STATED THAT SINCE THE FEBRUARY 12, 2015 CITY COUNCIL MEETING, TEDD, WSU EXTENSION AND RURAL RESOURCES HAVE COLLECTIVELY DECIDED THAT THERE IS INSUFFICIENT TIME TO ADEQUATELY PLAN THIS PROJECT AND STILL MEET THIS YEAR'S GRANT DEADLINE OF MARCH 17. INSTEAD, THEY HAVE DECIDED TO APPLY FOR A NIFA (NATIONAL INSTITUTE FOR FOOD AND AGRICULTURE) PLANNING PROJECTS GRANT THIS YEAR AND THEN APPLY FOR THE NIFA COMMUNITY FOOD PROJECTS GRANT NEXT YEAR IF IT'S OFFERED. SHE STATED THAT IF AWARDED THE PLANNING PROJECTS GRANT, THE PLANNING PROCESS WILL LIKELY RUN FROM SEPTEMBER, 2015 THROUGH SEPTEMBER, 2016. THE REQUEST TONIGHT WOULD NOT REQUIRE ANY CASH FUNDING FROM THE CITY, IT WOULD ALLOCATE STAFF TIME TOWARDS THE PROJECT.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ALLOCATE UP TO 100 HOURS BETWEEN OCTOBER, 2015 AND SEPTEMBER, 2016 OF STAFF AND ELECTED OFFICIAL TIME TO BE SPENT PARTICIPATING WITH RURAL RESOURCES, TEDD AND WSU EXTENSION IN THE PROCESS OF DEVELOPING A FOOD HUB PLAN AND GRANTING AUTHORITY TO THE MAYOR AND STAFF TO GENERATE A LETTER OF COMMITMENT TO TEDD THAT WILL ALLOW USING THE CASH VALUE OF CITY STAFF AND ELECTED OFFICIAL TIME AS IN-KIND MATCH FOR A USDA NATIONAL INSTITUTE FOR FOOD AND AGRICULTURE PLANNING PROGRAM GRANT.

[8:25:37 PM](#)

MOTION PASSED.

NEW BUSINESS:

#13. DISCUSSION/ACTION: PROPOSED ORDINANCE ADOPTING NEW SOLID WASTE RATES IN THE CITY OF COLVILLE.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT EVERY YEAR THERE IS AN ANNUAL INCREASE PER THE SOLID WASTE CONTRACT.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1537 N.S. ADOPTING NEW SOLID WASTE RATES IN THE CITY OF COLVILLE.

[8:35:16 PM](#)

MOTION PASSED.

(ORDINANCE NO. 1537 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

#14. DISCUSSION/ACTION: POSSIBLE APPROVAL OF COLVILLE FIRE DEPARTMENT PERSONNEL, SAFETY, AND TRAINING POLICIES.

Colville, Washington
Regular City Council Meeting Minutes
March 10, 2015

FIRE CHIEF BRAD MANKE STATED THAT THEY HAVE SPENT A LOT OF TIME WORKING ON THESE DOCUMENTS AND ARE BRINGING FORWARD A NEW DEPARTMENT POLICY.

COUNCILMEMBER FOLL STATED THAT SHE HAS REVIEWED THE DOCUMENT IN DETAIL AND THINKS HER QUESTIONS NEED TO BE ANSWERED IN A DIFFERENT SETTING AND NOT AT A COUNCIL MEETING.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO TABLE THIS ISSUE.

[8:40:03 PM](#)

MOTION PASSED. *THERE WERE DISSENSIONS NOTED FROM COUNCILMEMBERS LAWSON AND PIFER.*

#15. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR THE CRYSTAL FALLS LOGGING AND TIMBER SALE.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO AUTHORIZE THE MAYOR TO SIGN A TIMBER PURCHASE AGREEMENT WITH VAAGEN BROS. LUMBER, INC. FOR OTHER SPECIES IN THE AMOUNT OF \$370.00 PER MBF.

[8:47:01 PM](#)

MOTION PASSED.

#16. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR THE 2015 HMA PATCHING AND OVERLAY.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO AWARD THE 2015 HOT MIX ASPHALT PATCHING AND OVERLAY CONTRACT TO KNIFE RIVER.

[8:51:24 PM](#)

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

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

COUNCILMEMBER BERGIN ASKED ABOUT THE STATUS OF 2ND AVENUE. ERIC DURPOS STATED THAT IT IS COMPLETE AT THIS POINT.

COUNCILMEMBER FOLL STATED THAT SHE LIKES THE BUILDING/PLANNING DEPARTMENT ANNUAL ACTIVITY REPORT. SHE ALSO ASKED IF WE EXCEEDED OUR AIR QUALITY LEVELS AGAIN. MAYOR JANKE STATED THAT WE HAVE ONLY HAD THE TWO INCIDENTS THAT STREET/PARK SUPERINTENDENT TERRY LECAIRE PREVIOUSLY MENTIONED AT COUNCIL. MAYOR JANKE STATED THAT HE MET WITH THE DOE (DEPARTMENT OF ECOLOGY) AND WE ARE NOW ON THE LIST OF PLACES TO MONITOR MORE CLOSELY FOR ANY FURTHER VIOLATIONS. HE STATED THAT THE DOE HAS BEEN INVITED TO THE NEXT COUNCIL MEETING TO EXPLAIN AND ANSWER QUESTIONS.

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

NO REPORT.

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

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

Colville, Washington
Regular City Council Meeting Minutes
March 10, 2015

FIRE CHIEF BRAD MANKE STATED THAT HE HAS BEEN CONTACTED BY THE WASHINGTON STATE SURVEY AND RATING BUREAU AND THEY WILL BE DOING A REVIEW OF THE CITY FOR FIRE FLOW, RESPONSE TIME, ETC. THE RATING FROM THEM HAS AN EFFECT ON RESIDENTIAL INSURANCE RATES.

CITY PLANNER RJ KEETCH STATED THAT BUILDING INSPECTOR/OFFICIAL DAVE HARPER HAS PASSED HIS B1 RESIDENTIAL BUILDING INSPECTOR EXAM.

CITY TREASURER VICKIE STRONG STATED THAT SHE RECEIVED A SCHOLARSHIP TO ATTEND THE WASHINGTON FINANCE OFFICERS ASSOCIATION CONFERENCE IN SEPTEMBER.

CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL REMINDED ALL THE COUNCILMEMBERS TO FILE WITH THE PDC (PUBLIC DISCLOSURE COMMISSION) BEFORE APRIL 15.

COUNCILMEMBER KYLE STATED THAT THE CLOCK AT ASTER AND MAIN STREET IS A TOURIST ATTRACTION AND THERE WAS A SUGGESTION TO MOVE OR REMOVE THE TWO CLOSEST PARKING SPACES TO MAKE IT EASIER FOR PHOTOGRAPHS.

COUNCILMEMBER PIFER STATED THAT THE COUNCIL WILL NEED TO FILL A POSITION ON THE CIVIL SERVICE COMMISSION DUE TO HIS APPOINTMENT TO COUNCIL.

COUNCILMEMBER LAWSON THANKED ERIC DURPOS AND HIS DEPARTMENT FOR ALL THE WORK ON THE NEW SENIOR CENTER HUB FACILITY. SHE STATED THAT IT WAS VERY APPRECIATED BY ALL INVOLVED.

COUNCILMEMBER FOLL STATED THAT MARCH 31 IS THE 5TH TUESDAY COUNCIL MEETING AND WE ARE GOING TO DO A WORKSHOP MEETING WITH STAFF AND COUNCIL AROUND THE TABLES TO REVIEW THE GOALS AND OBJECTIVES FOR THE CITY AND THE STAFF. SHE STATED THAT THIS WILL BE OUR FIRST STEP TOWARDS A STRATEGIC PLANNING EFFORT.

COUNCILMEMBER FOLL STATED THAT SHE IS LOOKING AT A POTENTIAL COUNCIL WORK SESSION IN MAY. SHE ASKED EVERYONE TO SUBMIT POTENTIAL TOPICS TO HER ASAP, BUT NO LATER THAN MARCH 17, 2015.

COUNCILMEMBER FOLL ASKED IF OUR WATER LEVELS HAVE BEEN ADEQUATE. ERIC DURPOS STATED THAT WE ARE GOOD SO FAR.

MAYOR JANKE STATED THAT THE RECREATION DEPARTMENT WAS LOOKING INTO A VISTA VOLUNTEER AND IT HAS NOW BEEN DETERMINED THAT THIS IS NOT GOING TO MOVE FORWARD. HE STATED THAT RECREATION COORDINATOR JAKE WILSON IS WORKING ON LAND TRADES ON COLVILLE MOUNTAIN TO GAIN ACCESS. MAYOR JANKE STATED THAT OUR NEWEST POLICE OFFICER ANTHONY GORST WAS SWORN IN AND IS AT THE POLICE ACADEMY.

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

[9:22:34 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT: 9:22 P.M.

MAYOR LOUIS F. JANKE

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