

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**March 31, 2015**

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

[6:30:27 PM](#)

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

[6:31:21 PM](#)

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

**ABSENT:** NONE

**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, CITY PLANNER RJ KEETCH, SAFETY/TRAINING OFFICER RYAN POWER AND AIRPORT MANAGER DAVE GARRINGER.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

**#01. APRIL 1, 2015 CLAIMS CHECKS #53846 ~ #53882 IN THE AMOUNT OF \$32,224.20 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**

**#02. MARCH 19, 2015 ~ MARCH 25, 2015 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE READ THE CONSENT AGENDA.

COUNCILMEMBER BIRCH MOVED AND COUNCILMEMBER PIFER 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 31, 2015 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: APRIL 1, 2015 CLAIMS CHECKS #53846 ~ #53882 IN THE AMOUNT OF \$32,224.20" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[6:32:31 PM](#)

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

THERE WERE NO PUBLIC COMMENTS.

**#03A. DISCUSSION/ACTION: REQUEST TO DISPLAY THE CHILD ABUSE AWARENESS MONTH FLAG FOR THE MONTH OF APRIL.**

SUZI FODE, DIVISION DIRECTOR FOR RURAL RESOURCES FAMILY SUPPORT CENTER, STATED THAT APRIL IS CHILD ABUSE PREVENTION AWARENESS MONTH AND THE CITY HAS PREVIOUSLY DISPLAYED THE FLAG FOR THE MONTH OF APRIL.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE THE REQUEST TO DISPLAY THE CHILD ABUSE AWARENESS MONTH FLAG FOR THE MONTH OF APRIL AT CITY HALL.

[6:39:29 PM](#)

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MOTION PASSED.

**NEW BUSINESS:**

**#04. DISCUSSION/ACTION:      **REQUEST TO TRAVEL OUT OF STATE FOR TRAINING.****

RYAN POWER, SAFETY/TRAINING OFFICER, STATED THAT HE RECEIVED PARTIAL FUNDING FOR A TRAINING OPPORTUNITY FROM FEMA AND US FIRE ADMINISTRATION. HE STATED THAT AIRFARE, LODGING AND TRANSPORTATION WILL BE COVERED. THE CITY WOULD ONLY PAY FOR MEALS AND THE TIME AWAY FROM THE CITY.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT HE IS VERY SUPPORTIVE OF ALLOWING RYAN POWER TO BE GONE FOR THIS TRAINING.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER PIFER SECONDED THE MOTION TO APPROVE THE REQUEST FOR OUT OF STATE TRAINING IN MARYLAND FOR A TOTAL OF EIGHT (8) DAYS. COSTS TO THE CITY WILL BE COVERED OUT OF THE MAYOR'S TRAVEL BUDGET.

[6:45:15 PM](#)

MOTION PASSED.

**#05. DISCUSSION/ACTION:      **PROPOSED ORDINANCE AMENDING THE ORDINANCE RELATING TO THE ESTABLISHMENT OF OFFICERS WITHIN THE VOLUNTEER FIRE DEPARTMENT.****

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1538 N.S. AMENDING THE ORDINANCE RELATING TO THE ESTABLISHMENT OF OFFICERS WITHIN THE VOLUNTEER FIRE DEPARTMENT.

[6:47:20 PM](#)

MOTION PASSED.

*(ORDINANCE NO. 1538 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

**#06. DISCUSSION/ACTION:      **REVIEWING AND REFINING CITY COUNCIL GOALS FROM 2003.****

COUNCILMEMBER FOLL STATED THAT THE COUNCIL PREVIOUSLY RECEIVED THE PREVIOUS CITY COUNCIL GOALS FROM 2003. COUNCILMEMBER FOLL REVIEWED HOW GOALS AND OBJECTIVES SHOULD BE ESTABLISHED. SHE STATED THAT GOALS SHOULD BE DESIGNED TO FURTHER THE VISION AND/OR MISSION OF THE CITY. THEY SHOULD BE INTENDED FOR THE WHOLE CITY AND BE LONG-TERM. SHE STATED THAT OBJECTIVES ARE STRATEGIES TOWARD A GOAL AND ARE SHORT-TERM, REALISTIC AND ATTAINABLE AND MEASURABLE.

COUNCILMEMBERS AND STAFF WERE DIVIDED INTO GROUP TO FORMULATE NEW GOALS AND OBJECTIVES FOR THE CITY. THE FOLLOWING IS THE LISTS OF GOALS AND OBJECTIVES IN NO PARTICULAR ORDER.

**GOALS**

1. CLEAN WATER/WASTEWATER.
2. HEALTHY ECONOMY AND LIFESTYLE.
3. INVITING PLACE AND ATTRACTIVE COMMUNITY.
4. ADEQUATE REVENUE STREAM TO SUPPORT CITY SERVICE.
5. RELIABLE INFRASTRUCTURE TO SUPPORT ECONOMIC DEVELOPMENT GROWTH.
6. EFFICIENT SERVICES.
7. CREATE AN ASSET MANAGEMENT SYSTEM TO BETTER MAINTAIN CITY ASSETS.

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8. REFER TO COUNCIL GOAL #7.
9. BETTER COMMUNICATION WITH PUBLIC.
10. ADMINISTRATION IS EFFICIENT TO PROVIDE EFFECTIVE CITY SERVICES.
11. SUSTAIN AND PERPETUATING A STORM WATER MANAGEMENT SYSTEM.
12. FOLLOW OUR POLICY AND PROCEDURES.
13. PROVIDE A HEALTHY ENVIRONMENT FOR PUBLIC.
14. VALUE HISTORY, ART AND CULTURE.
15. PROVIDE A SAFE TRANSPORTATION SYSTEM.
16. SAFE PLACE TO LIVE.
17. BUILD A SUSTAINABLE ECONOMY.
18. DEVELOP A STRATEGIC PLAN, WITH A VISION FOR THE FUTURE.
19. CREATE A BUSINESS FRIENDLY ENVIRONMENT.
20. PROTECT COLVILLE RIVER.
21. IMPLEMENT A FACILITIES PLAN.
22. VALUE EDUCATION AND TRAINING FOR EMPLOYEES.
23. PROVIDE FAMILY/PEOPLE FRIENDLY ESTHETIC OPPORTUNITIES.
24. IMPROVE UPON THE UNDERSTANDING OF PUBLIC FOR UNDERSTANDING ACTIONS.
25. SEEK PUBLIC, PRIVATE PARTNERSHIP TO FURTHER CITY NEEDS.
26. MAINTAIN A SERVICEABLE AIRPORT FOR LIGHT AIRCRAFT.
27. CREATE A BALANCED COMMUNITY – THAT MIXES RESIDENTIAL AND ECONOMIC USES IN A WAY THAT MAINTAINS ENVIRONMENTAL QUALITY AND THE BEAUTY OF THE AREA.
28. ENSURE WE ARE POSITIONED TO RESPOND TO AN EMERGENCY.
29. PROVIDE ADEQUATE PUBLIC SAFETY/HEALTH POLICE-FIRE, EMERGENCY MANAGEMENT, ETC.
30. PROVIDE AND MAINTAIN PUBLIC INFRASTRUCTURE.
31. DEVELOP AND COORDINATE EXISTING CIVIC/CITY ORGAN. TOWARDS A COMMON GOAL OF COMMUNITY DEVELOPMENT.
32. NUMEROUS REC. OPS/TIE W/REGIONAL OPS.
33. PROVIDE AND MAINTAIN QUALITY INFRASTRUCTURE TO TRANSPORTATION THAT IS MULTI MODAL.
34. CREATE AN ECONOMIC AND RECREATIONAL HUB FOR REGION.
35. FRIENDLY BUSINESS ENVIRONMENT.
36. INCREASE AMENITIES TO SPUR REC. DEVELOPMENT.
37. DEFINE COLVILLE WITH DEFINING BRAND/VISION.
38. COLVILLE WILL BE A SAFE PLACE TO LIVE.
39. COLVILLE WILL HAVE A SAFE WATER SUPPLY AND EFFECTIVE WASTEWATER.
40. COLVILLE WILL PROVIDE OPPORTUNITY FOR YEAR-ROUND RECREATION FOR ALL AGE GROUPS.
41. COLVILLE EFFECTIVELY REVIEWS THE LEVEL OF SERVICE IT PROVIDES TO THE PUBLIC.
42. CITY FINANCES ARE MANAGED...INVESTMENTS, REVENUE PROJECTIONS AND APPROVED EXPENDITURES.
43. THE CITY WILL ACTIVELY ENGAGE THE PUBLIC TO BE INVOLVED AND EDUCATED REGARDING CITY BUSINESS.
44. THE CITY WILL STRIVE TO HAVE WELL TRAINED AND EFFECTIVE EMPLOYEES.
45. COLVILLE WILL MAINTAIN ITS CAPITAL FACILITIES AND PLAN FOR FUTURE CAPITAL FACILITIES.
46. IMPROVE LEVEL OF STREET CONDITION.
47. TO PROMOTE HEALTHY AND ACTIVE LIFESTYLES.
48. ONLY PERMITTING SERVICES THAT EVERY TAX PAYER NEEDS.
49. TO INCREASE AVENUES FOR ECONOMIC DEVELOPMENT.

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**OBJECTIVES**

1. OVERLAY ? AMOUNT OF RESIDENTIAL STREETS EACH YEAR.
2. REPLACE AGING WATER MAIN EACH YEAR WITH THE GOAL OF 4,000 LINEAR EACH YEAR.
3. REPLACE SEWER MAIN EACH YEAR WITH A GOAL OF 2,000 LINEAR EACH YEAR.
4. REPAIR AND MAINTAIN STORM WATER SYSTEM ANNUALLY.
5. REPLACE RESERVOIR #3
6. UPGRADE CITY WELLS 4 AND 7.
7. UPGRADE LOWER ZONE DISINFECTION SYSTEM.
8. UPGRADE SILKE BOOSTER STATION.
9. CONTINUE STREET, WATER, STORM PROJECTS ON MAJOR COLLECTORS THAT USE OUTSIDE FUNDING SOURCES.
10. CONSTRUCT RECREATION TRAIL ON COLVILLE MOUNTAIN.
11. CONSTRUCT A NEW WATER FEATURE TO REPLACE EXISTING WADING POOL.
12. REBUILD CITY POOL, I.E., FILTERS, PUMP AND BOILER SYSTEM.
13. LOOK AT REBUILDING AND COMBINING THE REC. OFFICE AND POOL BUILDING/
14. REMODEL OR REPLACE POLICE STATION.
15. PARTNER WITH OTHER AGENCIES TO CONSTRUCT A REGIONAL FOOD HUB.
16. STREETS/SIDEWALKS/BIKE PATHS
17. RESERVOIR
18. NEW PM-10 STRATEGY
19. USER-FRIENDLY PARKS
20. UPDATE POOL(S)
21. SEASONAL PARKING PLAN (SWEEPING & PLOWING – EVEN/ODD)
22. STORM WATER
23. REVIEW PLAN FOR POLICE VEHICLES.
24. FIRE DEPARTMENT LADDER TRUCK REPLACEMENT AND BUILDING EXTENSION.
25. ANIMAL CONTROL HVAC
26. TO COMPLETE MORE RESIDENTIAL STREETS, I.E., REPAIR, OVERLAYS.
27. NEW AQUATIC CENTER
28. UPDATE FACILITIES
29. CONTINUED UPGRADE OF CITY INFRASTRUCTURE.
30. FUTURE DEVELOPMENT OF THE COLVILLE TO KETTLE WALK, RUN BIKE PATH/TRAIL.
31. UPGRADE FIRE EQUIPMENT, AKA LADDER TRUCK.
32. STORAGE FOR DOCUMENTATION, RECORDS.
33. POSSIBLE CROSSWALKS, SIGNS, LIGHTS, ETC. FOR MAIN.
34. FIX POOL, BIKE TRAILS.
35. RECREATION CENTER/YMCA
36. ZIP LINE TO COLVILLE MOUNTAIN – BREWERY
37. REPAVE AIRPORT RUNWAY.
38. WATER SLIDE AND HOT TUB
39. KETTLE/COLVILLE TRAIL – BIKE AND WALKING TRAIL.
40. COMPLETE STREETS WITH SIDEWALKS, LIGHTING, BIKE LANES.
41. LIVEN UP DOWNTOWN COLVILLE – RESTAURANTS, BREWERIES, PUBLIC RESTROOMS.
42. SKYWALKS! FROM LIBRARY TO OLD POLICE STATION AND SKYWALKS DOWNTOWN.
43. PAVED PARKING LOTS.
44. NEW, LARGER, BEAUTIFUL LIBRARY.
45. POLICE AND FIRE HALLS – NEW!
46. TO UPDATE PM-10 STRATEGY BY JULY 1, 2015.
47. TO DEVELOP MASTER PLAN FOR PARK FACILITIES BY DECEMBER 31, 2016.

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48. TO CENTRALIZE CITYWIDE IT BY DECEMBER 31, 2016.
49. TO OBTAIN FUNDING TO FINISH THE HAWTHORNE PROJECT.
50. TO CONSTRUCT A 500 SQ. FT. SPRAY PARK BY JUNE 1, 2016.
51. TO PROVIDE ACCESS VIA AGREEMENTS W/ ADJACENT OWNERS TO COLVILLE MOUNTAIN FOR RECREATIONAL ACTIVITIES.
52. TO CONSTRUCT A 300,000 GALLON RESERVOIR BY AUGUST 1, 2016.
53. TO COMPLETE ALL IDENTIFIED HEALTH AND SAFETY ITEMS FROM THE FACILITY MAINTENANCE SHEETS BY FUNDING \$50,000 TO ACCOMPLISH BY DECEMBER 31, 2015.
54. TO COMPLETE ALL PROJECTS ON THE CITY ATTORNEY LIST BY AUGUST 1, 2015.
55. TO DEVELOP STRATEGIES TO IMPLEMENT TECHNOLOGY IMPROVEMENTS BY NOVEMBER 1, 2015.
56. TO CREATE AN INTRANET TO CONNECT ALL CITY DEPARTMENTS.
57. TO PROVIDE RECREATION OPPORTUNITIES FOR ALL AGES.
58. TO REPLACE AND REPAIR THE SWIMMING POOL.
59. TO HIRE A CITY ADMIN.
60. TO CREATE A FUNCTIONAL CFP WITH FUNDING.
61. TO ESTABLISH A RECREATIONAL TRAIL SYSTEM.
62. TO EXPLORE CREATING (DISTRICTS) I.E., RECREATION, PARKS, POOL.
63. TO PURCHASE SOFTWARE TO DO INVENTORY, KEEP MAINTENANCE RECORDS, ELECTRONIC TIME SHEETS.
64. TO CREATE A SYSTEM TO STORE ALL E-MAILS.
65. TO HIRE A RECREATION ASSISTANT.

COUNCILMEMBER FOLL STATED THAT SHE WILL BE TAKING THESE LISTS AND DEVELOPING SOME SUGGESTED GOALS AND OBJECTIVES TO PRESENT TO COUNCIL. SHE ALSO STATED THAT THERE WILL BE A COUNCIL WORK SHOP ON MAY 19 AND MAY 21 IN THE EVENING. SHE STATED THAT WE WILL DISCUSS THESE AGAIN AT THAT TIME.

**COMMITTEE OR SPECIAL REPORTS:**

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

NO REPORT.

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

NO REPORT.

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

AIRPORT MANAGER DAVE GARRINGER STATED THAT HE IS FIXING THE BATHROOMS AND OTHER ITEMS IN THE ADMINISTRATIVE BUILDING. HE IS ALSO INSTALLING A NEW HOSE REEL FOR THE FUEL TANK.

STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT THEY ARE BUSY WITH THE YARD WASTE PICK UP AND THEY ARE HOPING TO FINISH THIS WEEK. HE STATED THAT THE NEW SWEEPER SHOULD BE DELIVERED BY THE END OF THE WEEK.

RECREATION COORDINATOR JAKE WILSON STATED THAT THEY ARE WORKING ON THE POOL AND GETTING IT READY AND THERE IS A LEAK IN ONE OF THE PIPES. HE STATED THAT T-BALL WILL BE STARTING AND THE DADDY-DAUGHTER BALL IS COMING UP.

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COUNCILMEMBER BIRCH STATED THAT WE SHOULD EXPECT EVERYONE TO HAVE AGENDA ITEMS IN ON TIME AND WE SHOULD FOLLOW OUR POLICY.

MAYOR JANKE STATED THAT THERE WERE THREE (3) ACCIDENTS IN THE LAST WEEK ON CEDAR ON THE HAWTHORNE DETOUR ROUTE. HE STATED THAT NEW SIGNS HAVE BEEN PUT UP AT MOST INTERSECTIONS AND IN SOME CASES NEW STOP SIGNS. HE STATED THAT TRI-COUNTY HEALTH BOARD WILL NOW BE REPRESENTED BY THE MAYOR AND MAYOR PRO-TEM. HE STATED THAT HE WILL BE MEETING WITH THE STEVENS COUNTY COMMISSIONERS AND REPRESENTATIVES FROM THE DEPARTMENT OF ECOLOGY REGARDING THE PM<sub>10</sub> ISSUE. MAYOR JANKE ALSO STATED THAT ON MAY 6<sup>TH</sup> BETWEEN 4:00 P.M. AND 5:30 P.M. THE DEPARTMENT OF HEALTH WILL BE PRESENTING A DRINKING WATER AWARD TO THE CITY AT THE WATER/SEWER DEPARTMENT.

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

MOTION PASSED.

**TIME OF ADJOURNMENT: 8:44 P.M.**

\_\_\_\_\_  
MAYOR LOUIS F. JANKE

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