

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**September 22, 2015**

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

[6:30:03 PM](#)

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

[6:30:48 PM](#)

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

**ABSENT:** COUNCILMEMBER MALLORY CONNER

**STAFF PRESENT:** STREET/PARK SUPERINTENDENT TERRY LeCAIRE, CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, CITY PLANNER RJ KEETCH, WASTEWATER TREATMENT PLANT OPERATOR SCOTT THOMAS AND WASTEWATER TREATMENT PLANT OPERATOR VICKY MCCANNA.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **MINUTES OF THE SEPTEMBER 8, 2015 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **SEPTEMBER 10, 2015 MANUAL CLAIMS CHECKS #55286 ~ #55287 IN THE AMOUNT OF \$251,640.24 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **SEPTEMBER 23, 2015 CLAIMS CHECKS #55288 ~ #55368 IN THE AMOUNT OF \$105,773.25 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **SEPTEMBER 3, 2015 ~ SEPTEMBER 16, 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 SEPTEMBER 22, 2015 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: SEPTEMBER 10, 2015 MANUAL CLAIMS CHECKS #55286 ~ #55287 IN THE AMOUNT OF \$251,640.24; SEPTEMBER 23, 2015 CLAIMS CHECKS #55288 ~ #55368 IN THE AMOUNT OF \$105,773.25" AND DOES APPROVE THE CONSENT AGENDA AS READ.

COUNCILMEMBER PIFER ASKED FOR CLARIFICATION ON THE HANEY DRAINAGE PUBLIC WORKS PROJECT.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THERE IS A STORM DRAIN OUT FLOW AND IT WAS Routed DOWN THE DITCH AND WE HAVE HAD FLOODING ISSUES. HE STATED THAT THEY NEGOTIATED A DRAINAGE EASEMENT TO FIX THE CULVERT AND THE DITCH AND CLEAN IT UP. IT WAS A STORM DRAIN PROJECT AND IT WAS BID OFF THE SMALL WORKS ROSTER.

[6:34:36 PM](#)

MOTION PASSED.

COUNCILMEMBER LAWSON ASKED TO ADD AN ITEM TO THE AGENDA AS ITEM #7B FOR THE VINSON FUND.

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COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO ADD THE VINSON FUND AS ITEM #7B.

COUNCILMEMBER PIFER STATED THAT HE WOULD LIKE ITEMS TO FOLLOW THE TIMELINE AND DUE DATE FOR ITEMS TO BE ON THE COUNCIL AGENDA.

[6:36:17 PM](#)

MOTION PASSED. *THERE WAS ONE DISSENSION NOTED FROM COUNCILMEMBER BIRCH.*

**PUBLIC HEARING/ACTION:**

**#05A. PUBLIC HEARING: CONSIDER AN AMENDMENT TO THE 2015-2016 BIENNIAL OPERATING BUDGET.**

[6:36:47 PM](#) MAYOR JANKE DECLARED THE PUBLIC HEARING TO CONSIDER AN AMENDMENT TO THE 2015-2016 BIENNIAL OPERATING BUDGET OPEN AT 6:36 P.M. AND STATED THAT EVERYONE PRESENT WILL BE GIVEN AN OPPORTUNITY TO BE HEARD. THE CITY CLERK WILL BE RECORDING WHAT IS SAID. WHEN YOU ADDRESS THE COUNCIL, PLEASE STEP TO THE MICROPHONE AND STATE YOUR NAME AND ADDRESS. ONLY ONE PERSON WILL BE ALLOWED TO SPEAK AT A TIME.

[6:37:50 PM](#) AS THERE WAS NO PUBLIC COMMENT ON THIS ISSUE, MAYOR JANKE CLOSED THE PUBLIC HEARING AT 6:37 P.M.

**#05B. DISCUSSION/ACTION: PROPOSED ORDINANCE AMENDING THE 2015-2016 BIENNIAL OPERATING BUDGET.**

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1551 N.S. AMENDING THE 2015-2016 BIENNIAL OPERATING BUDGET.

[6:39:24 PM](#)

MOTION PASSED.

*(ORDINANCE NO. 1551 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

**PUBLIC COMMENT PERIOD:**

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

KIM PRISOCK, DEPARTMENT OF ECOLOGY, STATED THAT SHE IS HERE TO PRESENT THE CITY OF COLVILLE WITH AN OUTSTANDING TREATMENT PLANT AWARD FOR THE SECOND YEAR IN A ROW. THE AWARD WAS PRESENTED TO CITY EMPLOYEES SCOTT THOMAS AND VICKY MCCANNA FROM THE WASTEWATER TREATMENT PLANT FACILITY.

**NEW BUSINESS:**

**#07. DISCUSSION/ACTION: REQUEST TO USE VINSON FUNDS TO PURCHASE A VINSON FUND BANNER.**

SHARON MCGRANE, VINSON COMMITTEE CHAIR, STATED THAT THE COMMITTEE WOULD LIKE TO INCREASE PUBLIC AWARENESS OF THE VINSON FUND. THEY WOULD LIKE TO PURCHASE A BANNER THAT COULD BE DISPLAYED AT EVENTS TO RECOGNIZE THE VINSON FUND.

COUNCILMEMBER KYLE ASKED WHY THE COMMITTEE WOULD ONLY PURCHASE ONE BANNER. HE STATED THAT TWO BANNERS WOULD ALLOW FOR MORE FLEXIBILITY DURING MULTIPLE EVENT TIMES.

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COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO AUTHORIZE FUNDING FOR THE VINSON COMMITTEE UP TO \$1,000 TO PURCHASE TWO VINSON FUND BANNERS.

[6:50:33 PM](#)

MOTION PASSED.

**#07B. DISCUSSION/ACTION:      **AAUW REQUEST FOR VINSON FUNDS.****

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER FOLL SECONDED THE MOTION TO APPROVE \$2,355 FROM VINSON FUNDS FOR THE AAUW COFFEE HOUSE EVENT.

COUNCILMEMBER KYLE WAS CONCERNED THAT THERE APPEARED TO BE AN ADMISSION COST TO THIS EVENT. DUE TO THIS, HE IS OPPOSED TO THIS FUNDING.

SHARON MCGRANE STATED THAT THE COMMITTEE ISN'T AWARE THAT THERE IS A PROHIBITION TO FUNDING EVENTS IF THEY CHARGE AN ADMISSION FEE TO THEIR EVENT.

COUNCILMEMBER FOLL STATED THAT SHE HAS REVIEWED THE DOCUMENTS ASSOCIATED WITH THE VINSON FUNDS AND SHE BELIEVES IT IS ABOUT PARTNERING WITH OTHER GROUPS AND ORGANIZATIONS. SHE STATED THAT IF THIS WAS A FOR PROFIT GROUP SHE WOULD BE OPPOSED TO THE FUNDING.

[7:04:56 PM](#)

MOTION PASSED. *THERE WAS ONE DISSENSION NOTED FROM COUNCILMEMBER KYLE.*

**#08. DISCUSSION/ACTION:      **POSSIBLE APPROVAL OF TASK ORDER 15-03 FOR DESIGN, BID AND CONSTRUCTION SERVICES FOR THE STREET SHOP BUILDING REPLACEMENT.****

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS, STATED THAT THEY NEGOTIATED WITH WELCH COMER AND AN ARCHITECT AND WE HAVE THE APPROVAL OF THE INSURANCE COMPANY TO MOVE FORWARD.

PHIL BOYD, WELCH COMER, STATED THAT THE CITY IS TRYING TO EXPEDITE THIS PROCESS AND HELP GET THE BUILDING RE-BUILT AS SOON AS POSSIBLE.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO APPROVE TASK ORDER 15-03 WITH WELCH COMER FOR DESIGN, BID AND CONSTRUCTION SERVICES FOR THE STREET SHOP BUILDING REPLACEMENT PROJECT IN THE AMOUNT OF \$152,200.00.

[7:32:44 PM](#)

MOTION PASSED.

**#09. DISCUSSION/INFORMATION:      **2016 DEPARTMENT OBJECTIVES TIED TO CITY COUNCIL GOALS.****

MAYOR JANKE STATED THAT HE MATCHED DEPARTMENT OBJECTIVES TO THE NEW CITY COUNCIL GOALS. THERE WAS DISCUSSION REGARDING THE VALIDITY OF SOME OF THE OBJECTIVES AND HOW THEY FIT UNDER THE CITY COUNCIL GOALS.

COUNCILMEMBER FOLL STATED THAT SOME THINGS IN HERE ARE ADMINISTRATIVE AND SHOULDN'T BE ON HERE OR WE SHOULD HAVE AN ADMINISTRATIVE GOAL. ITEMS SUCH AS THE WEBSITE IS CITYWIDE, STRATEGIC PLANNING IS CITYWIDE, TECHNOLOGY IS CITYWIDE, ETC.

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COUNCILMEMBER FOLL STATED THAT SHE WOULD BE WILLING TO BRING FORWARD A DRAFT ADMINISTRATIVE GOAL FOR THE NEXT AGENDA. COUNCILMEMBER FOLL ALSO STATED THAT ALL OBJECTIVES NEED TO BE MEASUREABLE.

**#10. DISCUSSION/ACTION: POSSIBLE APPOINTMENT TO THE COLVILLE LIBRARY BOARD OF TRUSTEES.**

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER PIFER SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF MADONNA JONES TO THE COLVILLE LIBRARY BOARD OF TRUSTEES.

[7:56:26 PM](#)

MOTION PASSED.

**COMMITTEE OR SPECIAL REPORTS:**

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

NO REPORT.

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

NO REPORT.

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

COUNCILMEMBER KYLE STATED THAT THERE ARE A LOT OF PILES OF BRUSH AROUND TOWN AND THEY AREN'T LEAVES. STREET/PARK SUPERINTENDENT TERRY LECAIRE STATED THAT HE HAS TALKED TO A LOT OF THOSE RESIDENTS. HE STATED THAT FALL LEAF PICKUP WILL BEGIN THE SECOND WEEK OF NOVEMBER. HE STATED THAT THEY ARE WORKING ON MODIFYING THE EQUIPMENT TO ACCOMMODATE LEAF PICKUP.

MAYOR JANKE STATED THAT THE STREET DEPARTMENT HAS HAULED AWAY ABOUT 40 DEAD DEER SINCE SEPTEMBER 11TH.

CITY PLANNER RJ KEETCH STATED THAT HE IS GOING TO A RURAL DOWNTOWN REVITALIZATION MEETING IN RITZVILLE.

CITY TREASURER VICKIE STRONG STATED THAT SHE ATTENDED THE WASHINGTON FINANCE OFFICERS ASSOCIATION ANNUAL CONFERENCE.

COUNCILMEMBER BIRCH STATED THAT HE THINKS COUNCIL SHOULD RECONSIDER THE TREES THAT ARE GOING UP ON PHASE 2 OF THE HAWTHORNE PROJECT. COUNCILMEMBER KYLE STATED THAT HE WOULD LIKE TO KNOW HOW MANY OF THE EXISTING TREES WILL BE GONE AFTER THE PROJECT.

COUNCILMEMBER PIFER STATED THAT ALAN MARUJI IS THE NEW PRESIDENT AT THE SENIOR CENTER, THEY HAVE HIRED A MANAGER AND ARE DOING WELL FOR THE TIME.

COUNCILMEMBER LAWSON STATED THAT THE FIRE DEPARTMENT HAS 30 MEMBERS AND THEY DON'T HAVE ENOUGH MONEY TO FUND THE TURNOUT GEAR FOR ADDITIONAL MEMBERS. MAYOR JANKE STATED THAT THE BUDGET COMMITTEE IS EXPLORING OPTIONS TO PUT OUT TO THE VOTERS TO HELP FUND ISSUES ASSOCIATED WITH THE FIRE DEPARTMENT.

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MAYOR JANKE STATED THAT THE CRYSTAL FALLS LOGGING IS UNDER CONTRACT AS OF YESTERDAY AND SHOULD BE STARTING SOON.

MAYOR JANKE STATED THAT HE WOULD LIKE SOME DIRECTION ON THE TREES. MAYOR JANKE STATED THAT HE WILL HAVE ERIC DURPOS IDENTIFY THE TREES THAT WILL BE REMOVED PRIOR TO THE NEXT COUNCIL MEETING AND THEN WE COULD DISCUSS FURTHER.

MAYOR JANKE STATED THAT THE 2014 AUDIT EXIT CONFERENCE WAS HELD AND THERE WERE NO ISSUES. HE ALSO STATED THAT THE CITY ENTRANCE SIGNS ARE BEING RE-PAINTED.

MAYOR JANKE STATED THAT HE TALKED TO CONTRACTING OFFICER FOR THE FOREST SERVICE. HE STATED THAT HE WILL BE FILING A CLAIM FOR IMPACTS TO THE AIRPORT. HE IS ALSO LOOKING INTO A FUEL FLOW CHARGE THAT WOULD BE ASSESSED ON EVERY GALLON USED ON OUR PROPERTY AND HE IS LOOKING AT A RETROACTIVE FEE FOR USE. HE STATED THAT WE WILL NEED TO ADJUST THE FEE SCHEDULE TO INCLUDE A COMMERCIAL ELEMENT. HE HAS ALSO ASKED THE AIRPORT TO DEVELOP A SITE PLAN FOR USE DURING THESE TYPES OF EVENTS.

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

[8:34:53 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT: 8:34 P.M.**

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MAYOR LOUIS F. JANKE

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

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