

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

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

[6:30:04 PM](#)

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

[6:30:46 PM](#)

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

ABSENT: NONE

STAFF PRESENT: CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG AND CITY PLANNER RJ KEETCH.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE OCTOBER 27, 2015 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **OCTOBER 27, 2015 MANUAL CLAIMS CHECK #55635 IN THE AMOUNT OF \$6,573.80 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **NOVEMBER 11, 2015 CLAIMS CHECKS #55668 ~ #55749 IN THE AMOUNT OF \$264,603.27 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **OCTOBER, 2015 PAYROLL CHECKS #55636 ~ #55667 IN THE AMOUNT OF \$273,629.31 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **OCTOBER 31, 2015 EFT DEBITS AND INTERNAL CHECKS #100384 ~ #100391 IN THE AMOUNT OF \$324,099.16.**
- #06. **OCTOBER, 2015 MONTHLY FINANCIAL REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #07. **OCTOBER 22, 2015 ~ NOVEMBER 4, 2015 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE 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 NOVEMBER 10, 2015 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: OCTOBER 27, 2015 MANUAL CLAIMS CHECK #55635 IN THE AMOUNT OF \$6,573.80; NOVEMBER 11, 2015 CLAIMS CHECKS #55668 ~ #55749 IN THE AMOUNT OF \$264,603.27; OCTOBER, 2015 PAYROLL CHECKS #55636 ~ #55667 IN THE AMOUNT OF \$273,629.31; OCTOBER 31, 2015 EFT DEBITS AND INTERNAL CHECKS #100384 ~ #100391 IN THE AMOUNT OF \$324,099.16" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[6:34:06 PM](#)

MOTION PASSED.

PUBLIC HEARINGS/ACTION:

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

#08. PUBLIC HEARING: PUBLIC HEARING TO AMEND THE 2015-2016 BIENNIAL BUDGET FOR 2016 BUDGET ADJUSTMENTS FOR THE CITY OF COLVILLE.

[6:34:26 PM](#) MAYOR JANKE DECLARED THE PUBLIC HEARING TO CONSIDER AN AMENDMENT TO THE 2015-2016 BIENNIAL OPERATING BUDGET FOR 2016 BUDGET ADJUSTMENTS OPEN AT 6:34 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.

[6:36:03 PM](#) AS THERE WAS NO PUBLIC COMMENT ON THIS ISSUE, MAYOR JANKE CLOSED THE PUBLIC HEARING AT 6:36 P.M.

#09. PUBLIC HEARING: PROPERTY TAX LEVY FOR THE CITY OF COLVILLE FOR 2016.

[6:36:20 PM](#) MAYOR JANKE DECLARED THE PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY FOR THE CITY OF COLVILLE FOR 2016 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.

[6:36:46 PM](#) AS THERE WAS NO PUBLIC COMMENT ON THIS ISSUE, MAYOR JANKE CLOSED THE PUBLIC HEARING AT 6:36 P.M.

#10. DISCUSSION/ACTION: PROPOSED ORDINANCE FIXING THE ANNUAL PROPERTY TAX LEVY FOR THE CITY OF COLVILLE FOR 2016.

CITY TREASURER VICKIE STRONG STATED THAT THE FIRST OPTION WOULD BE TO TAKE A 1% INCREASE, THE SECOND OPTION WOULD BE TO COLLECT THE 1% BUT BANK IT AND IT WOULD BE HELD BY THE COUNTY AND THE THIRD OPTION WOULD BE TO DO NOTHING.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1552 N.S. USING OPTION 1 TO INCREASE THE PROPERTY TAX LEVY BY 1%.

COUNCILMEMBER PIFER STATED THAT HE CAN'T SUPPORT THIS EVEN THOUGH IT IS A SMALL AMOUNT WHEN THERE ARE PEOPLE THAT CAN'T PAY THEIR WATER/SEWER BILL.

[6:50:29 PM](#)

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

(ORDINANCE NO. 1552 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

PUBLIC COMMENT PERIOD:

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

THERE WERE NO PUBLIC COMMENTS.

ITEM #13 WAS MOVED UP AT THIS TIME.

#13. DISCUSSION/ACTION: PROPOSED RESOLUTION AMENDING THE STREET RIGHT-OF-WAY ENCROACHMENT POLICY.

CITY PLANNER RJ KEETCH STATED THAT RIGHT NOW THE POLICY DOES NOT ALLOW FOR FENCES IN THE RIGHT-OF-WAY. HE STATED THAT THIS CHANGE IS A RECOMMENDATION FROM THE TRC (TECHNICAL REVIEW COMMITTEE).

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

NUMEROUS ITEMS WERE IDENTIFIED THAT NEEDED TO BE RE-WORDED OR CLARIFIED. IT WAS DECIDED THAT THIS DRAFT WOULD BE RE-WRITTEN AND BROUGHT BACK AT A FUTURE MEETING.

UNFINISHED BUSINESS:

- #12. DISCUSSION/ACTION: 2016 BUDGET REVISIONS.**

NO ADDITIONAL CHANGES WERE IDENTIFIED. AN ORDINANCE WILL BE BROUGHT BACK TO THE NEXT MEETING FOR ADOPTION OF THE 2016 BUDGET REVISIONS.

NEW BUSINESS:

- #14. DISCUSSION/ACTION: REQUEST FOR VINSON FUNDS.**

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO APPROVE THE REQUEST FOR VINSON FUNDS IN THE AMOUNT OF \$2,100 FOR THE COEUR D' ALENE SUMMER THEATRE.

[7:23:48 PM](#)

MOTION PASSED.

- #15. DISCUSSION/ACTION: POSSIBLE RE-APPOINTMENT TO THE COLVILLE CIVIL SERVICE COMMISSION.**

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE RE-APPOINTMENT OF JEFF HOLTER TO THE COLVILLE CIVIL SERVICE COMMISSION.

[7:24:40 PM](#)

MOTION PASSED.

- #16. DISCUSSION/ACTION: POSSIBLE RE-APPOINTMENT TO THE COLVILLE LODGING TAX ADVISORY COMMITTEE.**

COUNCILMEMBER FOLL ASKED IF ZACH ROSS WAS STILL AFFILIATED WITH THE CHAMBER OF COMMERCE AND IF THEY STILL WANTED HIM TO BE THEIR REPRESENTATIVE. THE CHAMBER OF COMMERCE WILL BE CONTACTED FOR CLARIFICATION.

COMMITTEE OR SPECIAL REPORTS:

- #17. REPORTS: OCTOBER MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

NO ITEMS OF DISCUSSION.

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

MAYOR JANKE STATED THAT HE MET WITH THE FOREST SERVICE ABOUT DAMAGES TO THE AIRPORT AND THEY ARE STILL NEGOTIATING. HE STATED THAT THE FOREST SERVICE IS INTERESTED IN A LONG TERM AGREEMENT.

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

MAYOR JANKE STATED THAT HE IS GATHERING A LIST OF QUESTIONS NEEDING CLARIFICATION REGARDING THE VINSON FUND. COUNCILMEMBER LAWSON STATED THAT THE VINSON FUND COMMITTEE IS LOOKING FOR CLARIFICATION ON THE DEFINITION OF AN EVENT AND THE SPENDING LIMIT OF \$5,000 PER EVENT, ALSO THE COLVILLE AREA DEFINITION AND FUNDING FUNDRAISERS.

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

COUNCILMEMBER FOLL STATED THAT REGARDING POLITICAL SIGNS, THE ISSUE IS THAT THEY ARE BEING PUT IN THE RIGHT-OF-WAY. SHE STATED THAT SHE WOULD LIKE A GROUP TO BE APPOINTED TO LOOK AT THIS ISSUE. COUNCILMEMBER KYLE STATED THAT IT IS NOT ILLEGAL TO PUT A POLITICAL SIGN IN THE RIGHT-OF-WAY.

IT WAS DECIDED THAT CITY PLANNER RJ KEETCH WILL WORK WITH COUNCILMEMBER PIFER AND COUNCILMEMBER BIRCH ON THIS ISSUE.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

CITY PLANNER RJ KEETCH STATED THAT OUT OF STATE TRAVEL REQUIRES COUNCIL APPROVAL. HE STATED THAT BUILDING OFFICIAL DAVE HARPER HAS AN OPPORTUNITY TO ATTEND SOME TRAINING IN POST FALLS, IDAHO.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE THE OUT OF STATE TRAVEL REQUEST FOR THE BUILDING OFFICIAL TO GO TO IDAHO ON NOVEMBER 20-22, 2015.

[7:49:35 PM](#)

MOTION PASSED.

COUNCILMEMBER FOLL ASKED IF WE HAVE A REQUIREMENT TO PUT IN CONDUIT WHENEVER A DITCH IS OPENED. SHE STATED THAT IF WE DON'T WE NEED TO ADD IT TO THE LIST. MAYOR JANKE ASSIGNED THIS QUESTION TO THE TRC (TECHNICAL REVIEW COMMITTEE) FOR A RECOMMENDATION.

COUNCILMEMBER KYLE STATED THAT HE JOINED THE RECREATION COORDINATOR AND OTHERS AND WENT UP COLVILLE MOUNTAIN LOOKING FOR POTENTIAL TRAILS. HE ALSO STATED THAT THERE WAS A MEETING WITH THE SCHOOL DISTRICT REGARDING THE NEXT PHASE OF HAWTHORNE.

MAYOR JANKE STATED THAT THERE WAS A MEETING WITH THE INSURANCE COMPANY AND THE ARCHITECT ON THE STREET SHOP RE-BUILD. HE STATED THAT WE SHOULD HAVE A PRELIMINARY DESIGN BY THE 14TH. MAYOR JANKE STATED THAT HE MET REGARDING THE FRANCHISE AGREEMENT WITH CHARTER COMMUNICATIONS AND THERE WILL BE A NEW PROPOSAL SUBMITTED. MAYOR JANKE ALSO STATED THAT SOME SIDEWALK GRINDING IS BEING DONE IN THE DOWNTOWN CORE IN AREAS WHERE THE SIDEWALK IS RAISED AND PRESENTING A HAZARD.

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

[8:14:16 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT: 8:14 P.M.

MAYOR LOUIS F. JANKE

Attest:_____

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