

Colville, Washington
Regular City Council Meeting Minutes
February 23, 2016

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

[6:30:14 PM](#)

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

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

ABSENT: COUNCILMEMBER NANCY FOLL AND COUNCILMEMBER CHRIS LOGGERS.

STAFF PRESENT: CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANSELL, CITY TREASURER VICKIE STRONG, CHIEF OF POLICE ROBERT MESHISHNEK.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE FEBRUARY 9, 2016 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **FEBRUARY 10, 2016 MANUAL CLAIMS CHECK #56377 IN THE AMOUNT OF \$153.26 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **FEBRUARY 24, 2016 CLAIMS CHECKS #56378 ~ #56444 IN THE AMOUNT OF \$126,406.56 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **FEBRUARY 4, 2016 ~ FEBRUARY 17, 2016 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE 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 FEBRUARY 23, 2016 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: FEBRUARY 10, 2016 MANUAL CLAIMS CHECK #56377 IN THE AMOUNT OF \$153.26; FEBRUARY 24, 2016 CLAIMS CHECKS #56378 ~ #56444 IN THE AMOUNT OF \$126,406.56" AND DOES APPROVE THE CONSENT AGENDA AS READ.

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

MURIEL MEYER STATED THAT THE VINSON FUND OPERATING PRINCIPLES AND GUIDELINES DOCUMENT TALKS ABOUT COLVILLE AND THE COLVILLE REGION THEN FURTHER ON IN THE GUIDELINES IT SAYS COLVILLE AND KETTLE FALLS. SHE ASKED IF THAT MEANT THAT IT JUST COVERS THE COLVILLE CITY LIMITS OR THE KETTLE FALLS CITY LIMITS. SHE STATED THAT THE COLVILLE REGION IS MORE THAN JUST THE CITY LIMITS.

MAYOR JANKE STATED THAT IT SAYS IT COVERS THE COLVILLE AND KETTLE FALLS SCHOOL DISTRICT BOUNDARIES AND THIS WILL BE CLARIFIED DURING THE NEXT AGENDA ITEM. HE STATED THAT THE VINSON COMMITTEE HAS SOME LATITUDE IN THIS AREA.

UNFINISHED BUSINESS:

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#06. DISCUSSION/ACTION: POSSIBLE APPROVAL OF THE VINSON FUND OPERATING PRINCIPLES AND GUIDELINES.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO ADOPT THE VINSON FUND OPERATING PRINCIPLES AND GUIDELINES AS PRESENTED.

COUNCILMEMBER BIRCH MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO AMEND THE ORIGINAL MOTION TO ADD LANGUAGE TO THE GUIDELINES STATING THAT IF WE USE ANY MONEY FROM THE PRINCIPAL WE WILL REPLENISH IT IN FUTURE YEARS IF FUNDING IS AVAILABLE FROM THE INTEREST.

MOTION TO AMEND PASSED.

ORIGINAL MOTION AS AMENDED PASSED. *THERE WAS ONE DISSENSION NOTED FROM COUNCILMEMBER PIFER.*

#07. DISCUSSION/ACTION: PROPOSED ORDINANCE ESTABLISHING A WHEELED ALL-TERRAIN VEHICLE (WATV) CHAPTER IN THE COLVILLE MUNICIPAL CODE.

[6:54:22 PM](#)

CHIEF MESHISHNEK STATED THAT THE CHANGES THAT WERE REQUESTED BY COUNCIL HAVE BEEN DONE.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1557 N.S. USING THE ROUNDABOUT TO ROUNDABOUT VERSION, ESTABLISHING A WHEELED ALL-TERRAIN VEHICLE (WATV) CHAPTER IN THE COLVILLE MUNICIPAL CODE.

MOTION PASSED.

(ORDINANCE NO. 1557 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

NEW BUSINESS:

#08. DISCUSSION/ACTION: PROPOSED ORDINANCE REPEALING ORDINANCE NO. 1385 N.S. RELATING TO THE LODGING TAX ADVISORY COMMITTEE.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO ADOPT PROPOSED ORDINANCE NO. 1558 N.S. RELATING TO THE LODGING TAX ADVISORY COMMITTEE.

MOTION PASSED.

(ORDINANCE NO. 1558 N.S. IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

#09. DISCUSSION/ACTION: PROPOSED RESOLUTION ESTABLISHING A PROCEDURE AND A COMMITTEE FOR THE REVIEW OF LODGING TAX APPLICATIONS.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 02-16 ESTABLISHING A PROCEDURE AND A COMMITTEE FOR THE REVIEW OF LODGING TAX APPLICATIONS.

MOTION PASSED.

(RESOLUTION NO. 02-16 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

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#10. DISCUSSION/ACTION: PROPOSED RESOLUTION ESTABLISHING A CREDIT CARD USE POLICY.

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 03-16 ESTABLISHING A CREDIT CARD USE POLICY.

MOTION PASSED.

(RESOLUTION NO. 03-16 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

#11. DISCUSSION/ACTION: POSSIBLE APPROVAL OF THE REVISED MUNICIPAL SERVICES ADMINISTRATOR JOB DESCRIPTION.

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO APPROVE THE REVISED MUNICIPAL SERVICES ADMINISTRATOR JOB DESCRIPTION.

MOTION PASSED.

#12. DISCUSSION/ACTION: POSSIBLE APPROVAL OF THE REVISED CITY TREASURER JOB DESCRIPTION.

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO APPROVE THE REVISED CITY TREASURER JOB DESCRIPTION.

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

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

NO REPORT.

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

NO REPORT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

COUNCILMEMBER PIFER STATED THAT HE ATTENDED THE LOCAL FIRE PREVENTION MEETING. HE STATED THAT IS WAS BASICALLY NETWORKING. HE ALSO ATTENDED THE SENIOR CENTER MEETING AND THEY ANTICIPATE A SHORTFALL IN THEIR BUDGET AND THEY ARE ALREADY PLANNING ON HOW TO DEAL WITH IT.

COUNCILMEMBER CONNER STATED THAT SHE AND COUNCILMEMBER BIRCH ATTENDED THE HISTORICAL SOCIETY MEETING AND THEY TALKED ABOUT BRINGING IN VOLUNTEERS TO HELP AT THE MUSEUM.

COUNCILMEMBER LAWSON STATED THAT SHE WILL BE GONE FOR THE NEXT COUNCIL MEETING.

MAYOR JANKE STATED THAT AT THE NEXT COUNCIL MEETING WE SHOULD HAVE THE HAWTHORNE PHASE 2 BID AWARD. HE STATED THAT THE STREET SHOP IS OUT TO BID. MAYOR JANKE STATED THAT THE DONATED BUICK CONVERTIBLE THAT WAS BEING USED BY THE FIRE DEPARTMENT WAS NO LONGER NEEDED OR USED AND WAS GIVEN BACK TO THE DONOR. HE STATED THAT HE MET WITH THE CITY ATTORNEY AND THE PRESIDENT OF THE HISTORICAL SOCIETY REGARDING THE LOUIS KELLER TRUST FUND AND THEY DISCUSSED WHAT TO DO WITH THE MONEY. HE STATED THAT THEY TALKED ABOUT FUNDING A NEW ROOF FOR THE KELLER HOUSE, CARRIAGE HOUSE AND MUSEUM. HE ALSO STATED THAT THERE WILL BE A PROPOSAL TO FUND A CHARRETTE TO DISCUSS OPTIONS FOR

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HERITAGE COURT WITH A CONSULTANT AND THIS WILL BE A PARTNERSHIP WITH ROTARY. MAYOR JANKE STATED THAT HE IS LOOKING AT DOWNTOWN AND THE ISSUES WITH THE LOSS OF THE LIGHTS AND OTHER OPPORTUNITIES.

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

MOTION PASSED. [7:45:03 PM](#)

TIME OF ADJOURNMENT: 7:45 P.M.

MAYOR LOUIS F. JANKE

Attest: _____

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