

Colville, Washington
Regular City Council Meeting Minutes
October 9, 2012

7:00 PM: MEETING CALLED TO ORDER BY MAYOR DEBORAH RARRICK.

[7:00:27 PM](#)

ROLL CALL: FOLL, BERGIN, LAWSON, BEATTY, JANKE, BIRCH AND FOSTER.

[7:01:20 PM](#)

PRESENT: COUNCILMEMBER NANCY FOLL, COUNCILMEMBER DOROTHY BERGIN, COUNCILMEMBER ANNE LAWSON, COUNCILMEMBER BILL BEATTY, COUNCILMEMBER LOU JANKE, COUNCILMEMBER MIKE BIRCH, COUNCILMEMBER TERRY FOSTER AND MAYOR DEBORAH RARRICK.

STAFF PRESENT: DIRECTOR OF BUILDING/PLANNING JIM LAPINSKI, STREET/PARK SUPERINTENDENT TERRY LeCAIRE, POLICE CHIEF ROBERT MESHISHNEK, CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG AND MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE SEPTEMBER 25, 2012 REGULAR COLVILLE CITY COUNCIL MEETING.**
- #02. **OCTOBER 10, 2012 CLAIMS CHECKS #47511 ~ #47596 IN THE AMOUNT OF \$702,028.76 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **SEPTEMBER, 2012 PAYROLL CHECKS #47452 ~ #47510 IN THE AMOUNT OF \$261,890.89 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **SEPTEMBER, 2012 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #05. **SEPTEMBER 21, 2012 ~ OCTOBER 4, 2012 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR RARRICK READ THE CONSENT AGENDA.

COUNCILMEMBER BERGIN 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 OCTOBER 9, 2012 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: OCTOBER 10, 2012 CLAIMS CHECKS #47511 ~ #47596 IN THE AMOUNT OF \$702,028.76; SEPTEMBER, 2012 PAYROLL CHECKS #47452 ~ #47510 IN THE AMOUNT OF \$261,890.89" AND DOES APPROVE THE CONSENT AGENDA AS READ.

[7:03:28 PM](#)

MOTION PASSED.

PUBLIC APPEARANCES AND FORUM TIME:

- #06. **DISCUSSION/ACTION: PROPOSED PROCLAMATION FOR THE RED RIBBON WEEK CAMPAIGN AND PERMISSION TO PUT RIBBONS ON CITY OWNED FENCE.**

MAYOR RARRICK STATED THAT SHE IS IN FAVOR OF THE PROPOSED PROCLAMATION.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE THE PROCLAMATION AND GRANT PERMISSION TO HANG RED RIBBONS ON THE FENCE ALONG THE TRUCK ROUTE THE WEEK OF OCTOBER 23-31, 2012.

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NANCY GILLAM STATED THAT THE RED RIBBON CAMPAIGN IS A STANCE AGAINST SUBSTANCE ABUSE.

[7:06:31 PM](#)

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

TRICIA WOODS, CHAMBER OF COMMERCE, STATED THAT THEY WOULD LIKE PERMISSION TO CLOSE PORTIONS OF OAK, BIRCH, MAIN AND FIRST STREETS FOR THE ANNUAL KIDDIE PARADE ON FRIDAY, OCTOBER 26, 2012.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER BEATTY SECONDED THE MOTION TO APPROVE THE REQUEST TO CLOSE PORTIONS OF OAK, BIRCH, MAIN AND FIRST STREETS FOR THE KIDDIE PARADE ON FRIDAY, OCTOBER 26, 2012 FROM 4:30 P.M. TO 5:30 P.M. BASED ON THE DECISION OF THE CHIEF OF POLICE AS TO WHICH PORTIONS WILL NEED TO BE CLOSED.

[7:09:38 PM](#)

MOTION PASSED.

JACK SMITH, 1870 EAST IVY, STATED THAT HE JUST GOT DONE READING ABOUT THE STATE INITIATIVES AND THE IRONY ABOUT THE RED RIBBON CAMPAIGN AND THE INITIATIVE TO LEGALIZE MARIJUANA. HE SUGGESTED THAT MAYBE WE SHOULD ADD SOME LANGUAGE TO THE PROCLAMATION COMING OUT AGAINST THE INITIATIVE.

JACK SMITH ASKED IF IT IS AN AUTOMATIC INCREASE OF 1% FOR THE PROPERTY TAX ISSUE WHETHER THE CITY USES IT OR NOT? CITY TREASURER VICKIE STRONG STATED THAT THERE WILL NOT BE A DECREASE IN PROPERTY TAXES EVEN IF THE CITY DOESN'T LEVY THE INCREASE.

[7:13:10 PM](#) POLICE CHIEF ROBERT MESHISHNEK ARRIVED.

UNFINISHED BUSINESS:

#08. DISCUSSION/ACTION: PROPOSAL REGARDING JOHN ACORN COURT/WAY.

COUNCILMEMBER FOLL STATED THAT THERE WAS NO INFORMATION PROVIDED FROM STAFF REGARDING THE QUESTIONS THAT WERE ASKED AT THE LAST COUNCIL MEETING.

STREET/PARK SUPERINTENDENT TERRY LECAIRE REPORTED THAT HE NEEDS TO CONTACT THE DEPARTMENT OF TRANSPORTATION (DOT), BUT HE SEES NO PROBLEM WITH PLACEMENT OF A SIGN.

DICK BOSIN STATED THAT THEY LOOKED AT A LOCATION IN FRONT OF THE CLOCK STATUE ON ASTOR AND IT IS ALREADY MARKED OFF AND WOULD BE ON THE CITY STREET.

IT WAS DECIDED THAT DICK BOSIN AND TERRY LECAIRE WILL WORK ON THE DETAILS AND PRESENT THE INFORMATION TO COUNCIL AT THE NEXT MEETING.

NEW BUSINESS:

#09. DISCUSSION/POSSIBLE ACTION: DISCUSSION REGARDING THE CURRENT AIRPORT MANAGER CONTRACT AND RESOLUTION NO. 14-07.

JEFF HARSHMAN, COLVILLE AIRPORT BOARD CHAIRMAN, STATED THAT HE WOULD LIKE TO MAKE THE MANAGER A FULL TIME POSITION WITH DECISION MAKING AUTHORITY. HE STATED THAT THE CURRENT MANAGER, DAVE GARRINGER, HAS DONE A GOOD JOB WITH HIS FUNCTIONS. THE CURRENT MANAGER CONTRACT EXPIRES AT THE END OF THE YEAR.

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COUNCILMEMBER JANKE STATED THAT THE PROPOSED DUTIES SEEM TO LEAN HEAVILY TOWARDS MANAGEMENT AND NOT MAINTENANCE. HE ASKED WHAT THE ESTIMATED CONTRACTED PRICE FOR THIS WOULD BE. HE ALSO WONDERED ABOUT THE TERM FULL-TIME, AND WHETHER OR NOT THAT MEANT 40 HOURS PER WEEK. JEFF HARSHMAN STATED THAT THE CURRENT COMPENSATION SHOULD BE ADEQUATE WITH THE ADDITIONAL RESPONSIBILITIES AND THIS IS NOT MEANT TO MEAN THAT IT WILL TAKE 40 HOURS PER WEEK FOR THESE DUTIES.

COUNCILMEMBER JANKE ASKED ABOUT INSURANCE. JEFF HARSHMAN EXPLAINED THAT DAVE GARRINGER IS A NAMED INSURED ON THE CITY POLICY AS THIS IS THE INDUSTRY STANDARD FOR AIRPORT MANAGERS. COUNCILMEMBER JANKE STATED THAT THIS SHOULD BE IN WRITING AND EXPLAINED IN THE CONTRACT. HE ALSO STATED THAT HE WOULD LIKE TO SEE THE CONTRACT ADVERTISED SINCE THE DUTIES WILL BE SO DIFFERENT. COUNCILMEMBER LAWSON DISAGREED THAT THE INCUMBENT SHOULD HAVE TO RE-APPLY FOR THE JOB JUST BECAUSE WE RE-WRITE THE DESCRIPTION.

COUNCILMEMBER FOLL STATED THAT IF WE PROVIDE ANYTHING IT DOES NOT QUALIFY AS AN INDEPENDENT CONTRACTOR. SOME THINGS ARE BEING PROVIDED AND SHOULDN'T BE UNLESS WE ARE GOING TO LOOK AT MAKING THIS A CITY EMPLOYEE.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE MOVING FORWARD AND PURSUING A CONTRACT FOR AN AIRPORT MANAGER/MAINTENANCE PERSON AND MOVE FORWARD WITH THE CITY ATTORNEY FOR THE APPROPRIATE LANGUAGE.

COUNCIL REQUESTED THAT THE CITY ATTORNEY ALSO LOOK AT A MULTIPLE YEAR CONTRACT.

[7:45:53 PM](#)

MOTION PASSED.

RESOLUTION NO. 14-07 WILL ALSO NEED TO BE REVISED WHEN THIS OCCURS.

#10. DISCUSSION/ACTION: POSSIBLE APPROVAL OF THE DWSRF (DRINKING WATER STATE REVOLVING FUND) LOAN AGREEMENT.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT WE HAVE BEEN WORKING WITH THE GARDEN HOMES GROUP ON A FINANCING OPTION FOR THEIR WATER SYSTEM. THIS IS A 20 YEAR LOAN AT 1% INTEREST, AN LID (LOCAL IMPROVEMENT DISTRICT) WILL NEED TO BE ESTABLISHED IN THE AREA.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER FOSTER SECONDED THE MOTION TO AUTHORIZE THE MAYOR TO SIGN THE DWSRF LOAN AGREEMENT IN THE AMOUNT OF \$692,810.00 FOR THE GARDEN HOMES WATER SYSTEM.

[7:56:05 PM](#)

MOTION PASSED.

#11. DISCUSSION/ACTION: PROPOSAL TO UPGRADE THE CITY HALL COMPUTER SERVER.

COUNCILMEMBER BERGIN MOVED AND COUNCILMEMBER JANKE SECONDED THE MOTION TO MOVE FORWARD WITH REPLACING THE CITY HALL COMPUTER SERVER.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO AMEND THE MOTION THAT THE FUNDING WILL COME FROM THE 2012 EXCESS BEGINNING FUND BALANCE.

[8:04:37 PM](#)

MOTION TO AMEND PASSED.

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[8:05:07 PM](#)

MOTION AS AMENDED PASSED.

#12. DISCUSSION/ACTION: POSSIBLE APPOINTMENT TO THE LODGING TAX ADVISORY COMMITTEE.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF JANET LABRECQUE TO THE LODGING TAX ADVISORY COMMITTEE.

[8:06:23 PM](#)

MOTION PASSED.

#13. DISCUSSION/ACTION: PROPOSED PROCLAMATION FOR ADULT LITERACY WEEK.

DONNA JO SMITH, SPOKANE COMMUNITY COLLEGE, STATED THAT SHE IS HERE TO SUPPORT THE PROCLAMATION FOR ADULT LITERACY WEEK.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER BERGIN SECONDED THE MOTION TO APPROVE THE PROPOSED PROCLAMATION FOR ADULT LITERACY WEEK.

[8:11:34 PM](#)

MOTION PASSED.

#14. DISCUSSION: CONTINUED REVIEW OF THE PROPOSED 2013 BUDGET.

COUNCILMEMBER LAWSON STATED THAT SHE WOULD LIKE TO PROPOSE HAVING THE BUILDING INSPECTOR WORK PART TIME DURING THE WINTER MONTHS. TAKE THOSE SAVINGS AND APPLY IT TO THE NEEDS OF THE RECREATION DEPARTMENT WITH A FULL TIME SECRETARY IN THE SUMMER AND MAYBE SOME WINTER PROGRAMS.

COUNCILMEMBER JANKE STATED THAT HE IS NOT IN FAVOR OF REDUCING THE BUILDING INSPECTOR POSITION.

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE TO SEE A CHART OF THE NUMBER OF BUILDING PERMITS THAT HAVE BEEN ISSUED OVER THE LAST 3 OR 4 YEARS DURING THE WINTER MONTHS.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE TO USE SOME OF THE ENGINEERING SERVICES FUNDS IN CURRENT EXPENSE TO HELP STREET AND POSSIBLY RECREATION.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THERE SHOULD BE SOME FUNDS LEFT OVER FROM THE 3RD AVENUE PROJECT THAT CAME OUT OF THE CONTINGENCY MONEY FROM CURRENT EXPENSE. HE STATED THAT THIS COULD BE USED TO PURCHASE A SHARED PIECE OF EQUIPMENT TO PLOW SNOW ON THE SIDEWALKS.

COUNCILMEMBER JANKE MOVED AND COUNCILMEMBER FOLL SECONDED THE MOTION TO PURSUE THE OPTIONS AS PRESENTED TO PURCHASE EQUIPMENT AND IMPLEMENT SIDEWALK SNOW REMOVAL THIS WINTER, CONTINGENT ON AVAILABLE FUNDING.

[8:51:35 PM](#)

MOTION PASSED.

COUNCILMEMBER JANKE STATED THAT HE WOULD LIKE GOALS SUBMITTED BY ALL DEPARTMENT HEADS FOR 2013.

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COMMITTEE OR SPECIAL REPORTS:

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

NO REPORT.

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

NO REPORT.

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

COUNCILMEMBER FOLL STATED THAT SHE WOULD LIKE THE MAYOR TO GO THROUGH THE LIST AND ESTABLISH A DUE DATE FOR EACH ITEM. SHE ALSO REQUESTED THAT WE ADD A COLUMN TO THE RIGHT WITH A SECTION FOR UPDATES ON THE PROGRESS. COUNCIL REQUESTED THAT ALL ITEMS THAT COME UP AT EVERY MEETING BE ADDED TO THE LIST.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

POLICE CHIEF BOB MESHISHNEK THANKED TERRY FOSTER FOR FIXING THE POLICE DEPARTMENT BACK DOOR THAT FACES OAK STREET.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT ELM STREET SHOULD BE OPENED TOMORROW.

COUNCILMEMBER BIRCH STATED THAT THE PARKING COMMISSION IS MOVING FORWARD WITH THE PARKING LOT LEASE ON THE CORNER OF MAIN AND SECOND.

COUNCILMEMBER JANKE ASKED ABOUT THE COUNTY SHOP UPDATE. JIM LAPINSKI STATED THAT IT WILL BE IN THE NEXT COUNCIL PACKET.

COUNCILMEMBER JANKE STATED THAT AT THE RECENT TEDD MEETING THE REGIONAL TRANSPORTATION IMPROVEMENT PROJECT LIST WAS REVIEWED AND HE ASKED WHAT WAS SUBMITTED BY THE CITY. HE REQUESTED THAT SOMEBODY RESEARCH THAT AND FIND OUT WHAT WE SUBMITTED. HE STATED THAT THE REGIONAL TRANSPORTATION PLAN AND OUR AIRPORT INFORMATION NEEDS TO BE UPDATED.

COUNCILMEMBER JANKE STATED THAT HE VOLUNTEERED TO WORK WITH JIM LAPINSKI ON THE COLVILLE MOUNTAIN ISSUE AND THEY WILL DEVELOP A BRIEFING SHEET AND BRING IT BACK TO COUNCIL WITH A PUBLIC COMMENT PORTION TO TALK ABOUT RECOMMENDATIONS.

COUNCILMEMBER JANKE ASKED THE MAYOR WHAT HER SCHEDULE IS AT CITY HALL. MAYOR RARRICK STATED THAT SHE IS AVAILABLE BY APPOINTMENT AFTER 3 P.M. ON MONDAY AND TUESDAY AND WEDNESDAY AND THURSDAY ARE HER OFFICE DAYS, USUALLY IN THE MORNING. IF SOMEONE WANTS TO COME IN AND SEE HER, THEY SHOULD SCHEDULE AN APPOINTMENT.

MAYOR RARRICK STATED THAT SHE TOURED ELM STREET TODAY AND IT LOOKS GOOD. SHE ALSO STATED THAT SHE ATTENDED AN AIRPORT MEETING LAST NIGHT REGARDING THE MOGAS PROPOSAL. THE OUTCOME OF THE MEETING WAS THAT THE AIRPORT IS NOT GOING TO PURSUE MOGAS AT THIS TIME.

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COUNCILMEMBER FOLL STATED THAT THE FEE CHARTS ARE BEING WORKED ON BY HERSELF AND COUNCILMEMBERS LAWSON AND JANKE. MORE INFORMATION WILL BE ACQUIRED AND HOPEFULLY BROUGHT BACK WITH RECOMMENDATIONS TO THE NEXT COUNCIL MEETING.

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

[9:11:52 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT 9:11 P.M.

MAYOR DEBORAH RARRICK

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