

Colville, Washington
Regular City Council Meeting Minutes
January 10, 2017

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

[6:30:04 PM](#)

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

PRESENT: COUNCILMEMBER NANCY FOLL, COUNCILMEMBER CHRIS LOGGERS, COUNCILMEMBER ANNE LAWSON, COUNCILMEMBER MALLORY CONNOR, COUNCILMEMBER BILL PIFER, COUNCILMEMBER MIKE BIRCH, COUNCILMEMBER DOUG KYLE AND MAYOR LOU JANKE.

STAFF PRESENT: CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, CITY PLANNER RJ KEETCH, MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS AND RECREATION COORDINATOR JILLIAN MARSHALL.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE DECEMBER 13, 2016 REGULAR CITY COUNCIL MEETING.**
- #02. **DECEMBER 21, 2016 MANUAL CLAIMS CHECKS #58570 ~ #58642 IN THE AMOUNT OF \$353,681.11 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **DECEMBER 29, 2016 MANUAL CLAIMS CHECKS #58685 ~ #58711 IN THE AMOUNT OF \$37,446.07 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **DECEMBER 31, 2016 CLAIMS CHECKS #58712 ~ #58777 IN THE AMOUNT OF \$114,718.38 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **DECEMBER, 2016 PAYROLL CHECKS #58643 ~ #58684 IN THE AMOUNT OF \$293,636.85 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #06. **NOVEMBER 30, 2016 EFT DEBITS AND INTERNAL CHECKS #100492 ~ #100498 IN THE AMOUNT OF \$155,816.02.**
- #07. **DECEMBER 8, 2016 ~ JANUARY 4, 2017 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE READ THE CONSENT AGENDA.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER LOGGERS 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 JANUARY 10, 2017 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: DECEMBER 21, 2016 MANUAL CLAIMS CHECKS #58570 ~ #58642 IN THE AMOUNT OF \$353,681.11; DECEMBER 29, 2016 MANUAL CLAIMS CHECKS #58685 ~ #58711 IN THE AMOUNT OF \$37,446.07; DECEMBER 31, 2016 CLAIMS CHECKS #58712 ~ #58777 IN THE AMOUNT OF \$114,718.38; DECEMBER 2016 PAYROLL CHECKS #58643 ~ #58684 IN THE AMOUNT OF \$293,636.85; NOVEMBER 30, 2016 EFT DEBITS AND INTERNAL CHECKS #100492 ~ #100498 IN THE AMOUNT OF \$155,816.02" AND DOES APPROVE THE CONSENT AGENDA AS READ.

MOTION PASSED.

PRIORITY ITEMS:

- #08. **DISCUSSION/ACTION:** ELECTION OF A NEW MAYOR PRO-TEMPORE.

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COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO ELECT COUNCILMEMBER FOLL AS MAYOR PRO-TEM.

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

AVRUM BAUM, 1512 MCFARLAND RD, STATED THAT THE CITY IS DOING A GOOD JOB WITH WINTER CONDITIONS.

PUBLIC APPEARANCES AND FORUM TIME:

#10. DISCUSSION/ACTION: UPDATE ON THE STRATEGIC PLAN PROJECT.

THIS ITEM WAS DELAYED PENDING THE ARRIVAL OF THE CONSULTANTS.

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BILL GRIMES, STUDIO CASCADE, STATED THAT HE IS HOPING TO REVIEW THE PROCESS TONIGHT AND BRING COUNCIL UP TO SPEED. HE ALSO STATED THAT HE IS TRYING TO PLAN A FEBRUARY WORKSHOP.

RYAN HUGHES, STUDIO CASCADE, HANDED OUT THE DRAFT VISION STATEMENT AND THE SURVEY THAT IS BEING CIRCULATED. HE STATED THAT AT THE SEPTEMBER 13, 2016 WORKSHOP THEY GATHERED VISION SNIP-ITS FROM THE COMMUNITY ON WHAT THEY WOULD LIKE TO SEE. HE ALSO STATED THAT THE VISION GAP EXERCISE HELPED THEM SEE WHERE RESIDENTS SEE COLVILLE TODAY AND WHERE THEY WOULD LIKE TO BE IN THE FUTURE.

COUNCILMEMBER PIFER ASKED ABOUT THE USE OF THE WORD QUICKLY IN THE 2ND PARAGRAPH OF THE VISION STATEMENT. HE STATED THAT HE DID NOT THINK IT WAS THE CORRECT WORD TO USE. COUNCILMEMBER LOGGERS SUGGESTED THE WORD THOUGHTFULLY OR EFFECTIVELY COULD BE USED INSTEAD. RYAN HUGHES STATED THAT THE WORD QUICKLY COULD BE CHANGED TO ANY OF THE SUGGESTED WORDS.

RYAN HUGHES STATED THAT THE SECOND PORTION OF THE LAST WORKSHOP HAD TO DO WITH CONSIDERING INVESTMENTS AND WHAT TYPES OF PROJECTS THE CITY BE INVESTING IN. HE ALSO STATED THAT THEY HAD THE COMMUNITY RATE THE INITIATIVES ON A 1-10 SCALE. HE STATED THAT DOWNTOWN REVITALIZATION CAME TO THE TOP OF THE LIST.

RYAN HUGHES STATED THAT THEY LAUNCHED AN ONLINE SURVEY LAST WEEK REGARDING THE STRATEGIC PLAN. HE STATED THAT THE PURPOSE OF THE SURVEY IS TO AFFIRM THE VISION AND VALUE STATEMENTS THAT CAME OUT OF THE WORKSHOPS. HE STATED THAT THE SURVEYS SHOULD BE FILLED OUT BY THE END OF JANUARY IN ORDER TO HAVE THE RESULTS PUBLISHED IN FEBRUARY.

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BILL GRIMES STATED THAT THE FEBRUARY WORKSHOP IS INTENDED FOR THE COUNCIL AND DEPARTMENT HEADS. HE ALSO STATED THAT THEY WILL REFLECT ON WHAT THEY HAVE HEARD FROM THE COMMUNITY CONVERSATIONS AND TAKE ANOTHER LOOK AT THE VISION STATEMENT.

MAYOR JANKE ASKED THAT THE INFORMATION PACKETS BE AVAILABLE ABOUT 10 DAYS TO 2 WEEKS BEFORE THE WORKSHOP. BILL GRIMES STATED THAT THEY WOULD HAVE THE INFORMATION PACKET READY BY FEBRUARY 14TH.

MAYOR JANKE STATED THAT THERE COULD BE A PUBLIC COMMENT PERIOD AT THE BEGINNING OF THE WORK SESSION.

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THE WORK SESSION WAS TENTATIVELY SCHEDULED FOR TUESDAY, MARCH 7, 2017 FROM 1:00 P.M. TO 4:00 P.M. AT THE TRI COUNTY ECONOMIC DEVELOPMENT DISTRICT (TEDD) OFFICE. COUNCILMEMBER CONNER WILL CHECK ON THE AVAILABILITY.

COMMITTEE OR SPECIAL REPORTS:

#11. REPORTS: DECEMBER MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.

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COUNCILMEMBER FOLL STATED THAT SHE APPRECIATES THE TIME AND EFFORT FROM THE DEPARTMENT HEADS ON THEIR MONTHLY REPORTS.

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

[6:38:05 PM](#)

MAYOR JANKE STATED THAT THE RABIES ORDINANCE WILL BE COMING IN FEBRUARY AND THAT THE WATV ORDINANCE WILL BE AT THE NEXT COUNCIL MEETING. HE ALSO STATED THAT THE MEDICAL MARIJUANA LAW AMENDMENT SHOULD BE AT THE NEXT COUNCIL MEETING.

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

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MAYOR JANKE STATED THAT CITY PLANNER RJ KEETCH IS LOOKING AT DOING A CALL FOR CAPITAL FACILITY PROJECTS (CFP) SO THAT WE HAVE AN UPDATED LIST.

COUNCILMEMBER PIFER ASKED ABOUT CFP MONEY FOR THE PROPOSED SPLASH PAD. MAYOR JANKE STATED THAT THE COUNCIL HAS NOT ALLOCATED CFP MONEY FOR THE PROPOSED SPLASH PAD.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

[8:26:07 PM](#)

RECREATION COORDINATOR JILLIAN MARSHALL STATED THAT THE BOYS BASKETBALL REGISTRATION IS CLOSED AND THEY ARE STILL LOOKING FOR COACHES.

CITY PLANNER RJ KEETCH STATED THAT THEY ISSUED A CERTIFICATE OF OCCUPANCY TO THE NEW FOGLE PUMP BUILDING. HE ALSO STATED THAT THEY ARE WORKING ON THE PROPERTY MAINTENANCE CODE, FLOODPLAIN ORDINANCE UPDATE AND A COMPLETE STREETS ORDINANCE.

MUNICIPAL SERVICES ADMINISTRATOR ERIC DURPOS STATED THAT THE LAST WALL SECTION AT THE RESERVOIR WAS POURED AND THERE WILL BE A SHORT SHUTDOWN BEFORE THEY FINISH. HE STATED THAT THE SOLAR PROJECT IS UP AND RUNNING. HE ALSO STATED THAT THEY ARE WORKING ON THE SIDEWALK PROJECT, TRANSMISSION MAIN, WATER PROJECT AND SEWER PROJECT.

CITY TREASURER VICKIE STRONG STATED THAT SHE IS WORKING ON YEAR-END FINANCIALS.

CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL STATED THAT SHE IS ALSO WORKING ON YEAR-END FINANCIALS.

COUNCILMEMBER KYLE STATED THAT BUSINESS OWNERS ARE MAINTAINING THEIR SIDEWALKS AND THAT THE BUSINESSES ARE LEAVING LARGE PILES OF SNOW AT SOME CORNERS THAT ARE BLOCKING VIEWS AT INTERSECTIONS. HE ALSO STATED THAT HE WILL CONTACT STREET/PARKS SUPERINTENDENT TERRY LECAIRE ABOUT THE LOCATIONS.

COUNCILMEMBER BIRCH STATED THAT THE CITY IS DOING A GOOD JOB PLOWING BUT THEY NEED MORE SAND ON THE NORTH HILL.

COUNCILMEMBER PIFER STATED THAT HE MET WITH THE PARK AND RECREATION BOARD AND STATED THEIR FOCUS RIGHT NOW IS THE PROPOSED SPLASH PAD PROJECT AND A MASTER PLAN FOR THE PARK AND THEY ARE LOOKING AT TAKING SUGGESTIONS TO THE COUNCIL FOR OTHER PARKS IN THE CITY. HE ALSO STATED THAT HE MET WITH THE LIBRARY GROUP.

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COUNCILMEMBER CONNER STATED THAT SHE WANTS TO GET THE SKATEPARK BACK ON THE AGENDA FOR THE PARK AND RECREATION BOARD.

COUNCILMEMBER LOGGERS STATED THAT HE ATTENDED THE VINSON FUND MEETING AND THAT IT WAS MENTIONED THAT THE COMMITTEE MEMBERS ARE NOT TO APPROACH THE CITY ATTORNEYS REGARDING CITY ISSUES. ANY EXPENSES MUST BE APPROVED BY THE VINSON FUND COMMITTEE AND COUNCIL FIRST.

COUNCILMEMBER FOLL STATED THAT SHE APPRECIATED THE TIME BREAKDOWN FOR THE CITY ATTORNEY. SHE STATED THAT SHE LIKES THE AMERICANS WITH DISABILITIES ACT (ADA) RAMP IN FRONT OF CITY HALL. SHE ALSO STATED THAT ROTARY CHAIRMAN BARRY MCCOMBS STATED THAT ROTARY MEMBER BRUCE NELSON AND HIS SON WOULD LIKE TO BE INVOLVED IN THE SPLASH PAD PROJECT. SHE ALSO STATED THAT THE ROTARY WOULD LIKE TO KNOW IF OR HOW THEY WILL BE INVOLVED. MAYOR JANKE STATED THAT THERE WILL BE MORE INFORMATION PRESENTED AT THE JANUARY 24, 2017 COUNCIL MEETING. COUNCILMEMBER FOLL ALSO STATED THAT THERE WAS A TECHNOLOGY MEETING AND THINGS ARE MOVING ALONG AND THAT WE WILL HAVE NEW SOFTWARE IN 2017 IN NUMEROUS AREAS.

MAYOR JANKE STATED THAT THE LEASE AGREEMENT WAS SENT OUT FOR THE UNDERGROUND TANK AT THE AIRPORT. HE ALSO STATED THAT THERE HAS BEEN DISCUSSION ON THE KEEFE PARKING LOT WITH THE REALTOR. HE STATED THAT OFFICER EMILY HAS RETIRED AND WE WILL BE ADVERTISING TO ESTABLISH AN ELIGIBILITY ROSTER. HE ALSO STATED THAT THE NEW LED LIGHTS ARE IN AT CITY HALL, LIBRARY AND THE POLICE DEPARTMENT. HE STATED THAT THE FIRE DEPARTMENT HAS 4 NEW FIREFIGHTERS. HE ALSO STATED THAT AN AMENDED OPERATING PLAN FOR THE FIRE DEPARTMENT WILL BE COMING FORWARD. HE STATED THAT HE WILL BE HAVING STANDING DEPARTMENT HEAD MEETINGS TWICE A MONTH. HE ALSO STATED THAT LIBRARY MANAGER KRISTA OHRTMAN IS LEAVING IN MARCH TO TAKE A JOB IN SOUTH DAKOTA. HE STATED THAT HE WILL BE DOING A STATE OF THE CITY ADDRESS AT CHAMBER ON JANUARY 17, 2017.

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

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MOTION PASSED.

TIME OF ADJOURNMENT: 8:55 P.M.

MAYOR LOUIS F. JANKE

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