

Colville, Washington
Regular City Council Meeting Minutes
May 9, 2017

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

[6:30:30 PM](#)

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

PRESENT: COUNCILMEMBER NANCY FOLL, COUNCILMEMBER CHRIS LOGGERS, COUNCILMEMBER MALLORY CONNER, COUNCILMEMBER BILL PIFER, COUNCILMEMBER MIKE BIRCH, COUNCILMEMBER DOUG KYLE AND MAYOR JANKE.

ABSENT: COUNCILMEMBER ANNE LAWSON.

STAFF PRESENT: CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, POLICE CHIEF ROBERT MESHISHNEK, RECREATION COORDINATOR JILLIAN MARSHALL, CITY PLANNER RJ KEETCH (ARRIVED AT 7:00 P.M.) AND CITY ATTORNEY CHARLIE SCHUERMAN.

SALUTE TO THE FLAG.

CONSENT AGENDA:

- #01. **MINUTES OF THE APRIL 25, 2017 REGULAR CITY COUNCIL MEETING.**
- #02. **MINUTES OF THE OCTOBER 19, 2016 SPECIAL CITY COUNCIL MEETING WORK SESSION.**
- #03. **MAY 10, 2017 CLAIMS CHECKS #59548 ~ #59633 IN THE AMOUNT OF \$121,890.54 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **APRIL, 2017 PAYROLL CHECKS #59519 ~ #59547 IN THE AMOUNT OF \$276,871.81 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **APRIL 30, 2017 EFT DEBITS AND INTERNAL CHECKS #100534 ~ #100544 IN THE AMOUNT OF \$11,024.67.**
- #06. **APRIL, 2017 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #07. **APRIL 20, 2017 ~ MAY 3, 2017 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE READ THE CONSENT AGENDA.

COUNCILMEMBER KYLE 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 MAY 9, 2017 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: MAY 10, 2017 CLAIMS CHECKS #59548 ~ #59633 IN THE AMOUNT OF \$121,890.54; APRIL 2017 PAYROLL CHECKS #59519 ~ #59547 IN THE AMOUNT OF \$276,871.81; APRIL 30, 2017 EFT DEBITS AND INTERNAL CHECKS #100534 ~ #100544 IN THE AMOUNT OF \$11,024.67" AND DOES APPROVE THE CONSENT AGENDA AS READ.

MOTION PASSED.

PUBLIC COMMENT PERIOD:

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

STEWART KENT, PARKING COMMISSION, STATED THAT HE STRONGLY RECOMMENDS THAT WE PURCHASE THE PARKING LOT AT 2ND AND MAIN.

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PUBLIC HEARING:

- #09. PUBLIC HEARING: REVIEW COMMUNITY DEVELOPMENT AND HOUSING NEEDS, INFORM CITIZENS OF THE AVAILABILITY OF FUNDS AND ELIGIBLE USES OF THE STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG).**

[6:35:35 PM](#)

MAYOR JANKE DECLARED THE PUBLIC HEARING TO REVIEW COMMUNITY DEVELOPMENT AND HOUSING NEEDS, INFORM CITIZENS OF THE AVAILABILITY OF FUNDS AND ELIGIBLE USES OF THE STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) OPEN AT 6:35 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.

MAYOR JANKE EXPLAINED THAT THIS IS TO APPLY FOR CDBG PLANNING FUNDS FOR THE PROPOSED INTERAGENCY EMERGENCY FACILITY AND THIS IS A REQUIREMENT OF THE CDBG PROCESS.

[6:36:56 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 RESOLUTION AUTHORIZING THE SUBMISSION OF A CDBG APPLICATION TO DEVELOP A SITE LOCATION, FACILITY USE REQUIREMENTS AND BASIC DESIGN FOR THE COLVILLE INTERAGENCY EMERGENCY CENTER.**

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 05-17 AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION TO DEVELOP A SITE LOCATION, FACILITY USE REQUIREMENTS AND BASIC DESIGN FOR THE COLVILLE INTERAGENCY EMERGENCY CENTER.

COUNCILMEMBER KYLE STATED THAT HE WILL BE VOTING AGAINST THIS MOTION AS HE IS NOT COMFORTABLE WITH THE PARAGRAPH "HAS ADOPTED (OR WILL ADOPT) AND ENFORCE A POLICY PROHIBITING THE USE OF EXCESSIVE FORCE BY LAW ENFORCEMENT AGENCIES WITHIN ITS JURISDICTION AGAINST ANY INDIVIDUALS ENGAGED IN NONVIOLENT CIVIL RIGHTS DEMONSTRATIONS; AND HAS ADOPTED (OR WILL ADOPT) AND IMPLEMENT A POLICY OF ENFORCING APPLICABLE STATE AND LOCAL LAWS AGAINST PHYSICALLY BARRING ENTRANCE TO OR EXIT FROM A FACILITY OR LOCATION THAT IS THE SUBJECT OF SUCH NONVIOLENT CIVIL RIGHTS DEMONSTRATION WITHIN ITS JURISDICTION, IN ACCORDANCE WITH SECTION 104(1) OF THE TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OR 1974, AS AMENDED." HE STATED THAT HE IS OPPOSED TO BACK DOOR LEGISLATION, WHERE SOMETHING IS ADDED INTO A BILL OR MEASURE THAT WOULD NOT PASS ON ITS OWN.

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

(RESOLUTION NO. 05-17 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)

PUBLIC APPEARANCES:

- ~~#11. DISCUSSION/ACTION: REQUEST TO PLACE AN EDUCATIONAL DISPLAY ON CITY PROPERTY.~~

UNFINISHED BUSINESS:

- #12. EXECUTIVE SESSION: DISCUSS LITIGATION OR POTENTIAL LITIGATION PER RCW 42.30.110(1)(i).**

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[6:43:39 PM](#)

MAYOR JANKE CALLED FOR AN EXECUTIVE SESSION AT 6:43 P.M. TO DISCUSS LITIGATION OR POTENTIAL LITIGATION PER RCW 42.30.110(1)(i) AND STATED THAT IT WOULD LAST FOR APPROXIMATELY FIFTEEN MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL AND CITY ATTORNEY CHARLIE SCHUERMAN REMAINED IN ATTENDANCE.

[6:59:08 PM](#)

MAYOR JANKE RECONVENED THE REGULAR MEETING AT 6:59 P.M.

#13. DISCUSSION/ACTION: **DISCUSS REAL ESTATE AND PROPERTY ACQUISITION REGARDING THE LOT LOCATED AT 2ND AND MAIN STREET.**

RYKE DAHLEN, PARKING COMMISSION CHAIRMAN, STATED THAT HE WOULD LIKE TO REQUEST FUNDING TO PURCHASE THE LOT AT 2ND AND MAIN OUT OF BUSINESS IMPROVEMENT DISTRICT (BID) FUNDS.

COUNCILMEMBER KYLE STATED THAT THERE ARE TWO ACTION ITEMS, ONE TO APPROVE THE PURCHASE OF THE LOT AND THE OTHER IS THE FUNDING AND TIMING OF THE IMPROVEMENTS.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER PIFER SECONDED THE MOTION TO TREAT ITEM #13 AS TWO SEPARATE ITEMS, ONE FOR THE PURCHASE OF THE PROPERTY AND ITS FUNDING SOURCE AND THE SECOND ITEM IS TO CONSIDER THE IMPROVEMENTS TO THE LOT AND ASSOCIATED COSTS AND FUNDING.

MOTION PASSED.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE PURCHASE OF THE LOT AT 202 NORTH MAIN STREET WITH THE USE OF BID FUNDS FOR \$45,000.

MOTION PASSED.

RYKE DAHLEN STATED THAT HE WOULD PROPOSE A 50/50 SPLIT BETWEEN BUSINESS IMPROVEMENT DISTRICT (BID) FUNDS AND AN INTERFUND LOAN TO DO THE NECESSARY IMPROVEMENTS. HE STATED THAT THE IMPROVEMENTS SHOULD BE BETWEEN \$40,000 AND \$50,000.

MAYOR JANKE STATED THAT THE IMPROVEMENTS WOULD NEED TO BE SCOPED AND THEN SENT OUT FOR BID.

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO AUTHORIZE RYKE DAHLEN AND THE BUSINESS IMPROVEMENT DISTRICT (BID) TO WORK WITH CITY STAFF TO DO A BID ON THE UPGRADES TO THE LOT ON MAIN AND 2ND TO BRING IT IN COMPLIANCE WITH THE BUILDING AND PLANNING DEPARTMENT REQUIREMENTS.

MOTION PASSED.

NEW BUSINESS:

#14. DISCUSSION/ACTION: **POSSIBLE APPROVAL OF TASK ORDER 17-03 WITH WELCH COMER FOR ENGINEERING SERVICES TO UPDATE THE CITY'S WATER SYSTEM CAPITAL IMPROVEMENT PLAN AND MASTER PLAN.**

[7:18:37 PM](#)

COUNCILMEMBER KYLE MOVED AND COUNCILMEMBER PIFER SECONDED THE MOTION TO APPROVE TASK ORDER 17-03 WITH WELCH COMER FOR ENGINEERING SERVICES TO UPDATE THE CITY'S WATER SYSTEM CAPITAL IMPROVEMENT PLAN AND MASTER PLAN UP TO A MAXIMUM OF \$5,640 FROM WATER/SEWER CAPITAL RESERVES.

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MOTION PASSED.

- #15. DISCUSSION/ACTION: POSSIBLE APPROVAL OF VINSON FUNDING FOR THE COLVILLE RECREATION DEPARTMENT.**

[7:25:23 PM](#)

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO APPROVE VINSON FUNDING IN THE AMOUNT OF \$1,400 FOR THE DANCE EVENTS AT YEP KANUM PARK ON JULY 29, 2017 AND AUGUST 26, 2017.

MOTION PASSED.

- #16. DISCUSSION/ACTION: POSSIBLE APPROVAL OF VINSON FUNDING FOR THE CHEWELAH ARTS GUILD.**

[7:27:33 PM](#)

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO APPROVE VINSON FUNDING IN THE AMOUNT OF \$1,500 FOR THE CHEWELAH ARTS GUILD FOR MUSIC ON THE MOUNTAIN.

MOTION PASSED.

- #17. DISCUSSION/ACTION: POSSIBLE APPROVAL OF A LEASE TO FARM CITY OWNED LAND.**

[7:32:34 PM](#)

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO AUTHORIZE THE MAYOR TO SIGN THE LEASE AGREEMENT FOR FARMING OF DESIGNATED CITY OWNED LAND.

MOTION PASSED.

- #18. DISCUSSION/ACTION: POSSIBLE BID AWARD FOR A NEW SPLASH PAD AT YEP KANUM PARK.**

[7:40:56 PM](#)

COUNCILMEMBER PIFER MOVED AND COUNCILMEMBER BIRCH SECONDED THE MOTION TO AWARD THE SPLASH PAD PROJECT AT YEP KANUM PARK TO JEREMIAH RAINER CONSTRUCTION IN THE AMOUNT OF \$56,033.78 TO BE FUNDED WITH SPENCER FUNDS.

MOTION PASSED.

COUNCILMEMBER FOLL MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO AUTHORIZE THE MAYOR TO PURCHASE EQUIPMENT OFF OF THE STATE BID FOR \$42,247, UNLESS LOWER, AND FUND IN HOUSE WORK FOR A TOTAL UP TO \$48,217.78 TO BE FUNDED WITH SPENCER FUNDS.

MOTION PASSED.

- #19. EXECUTIVE SESSION: DISCUSS PERSONNEL PER RCW 42.30.110(1)(g).**

[7:55:49 PM](#)

MAYOR JANKE CALLED FOR AN EXECUTIVE SESSION AT 7:55 P.M. TO DISCUSS PERSONNEL PER RCW 42.30.110(1)(g) AND STATED THAT IT WOULD LAST FOR APPROXIMATELY FIVE MINUTES. CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANSELL REMAINED IN ATTENDANCE.

[8:00:44 PM](#)

MAYOR JANKE RECONVENED THE REGULAR MEETING AT 8:00 P.M.

- #20. DISCUSSION/ACTION: POSSIBLE APPROVAL TO MOVE FORWARD WITH A PARKS & RECREATION DIRECTOR POSITION.**

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[8:00:57 PM](#)

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER KYLE SECONDED THE MOTION TO APPROVE THE PARKS AND RECREATION DIRECTOR JOB DESCRIPTION AND AUTHORIZE THE MAYOR TO PROCEED WITH THE RE-ORGANIZED DEPARTMENT EFFECTIVE AUGUST 25, 2017 WITH ADDITIONAL FUNDING COMING FROM THE CURRENT EXPENSE UNDESIGNATED ENDING FUND BALANCE.

MOTION PASSED.

- #21. DISCUSSION/ACTION: POSSIBLE APPOINTMENT TO THE COLVILLE PARK AND RECREATION BOARD.**

[8:07:51 PM](#)

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO APPROVE THE APPOINTMENT OF BRIAN CECIL TO THE PARK AND RECREATION BOARD.

MOTION PASSED.

COMMITTEE OR SPECIAL REPORTS:

- #22. DISCUSSION: APRIL MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.**

THERE WERE NO COMMENTS.

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

COUNCILMEMBER LOGGERS ASKED ABOUT THE RABIES ORDINANCE. MAYOR JANKE STATED THAT THE CHIEF OF POLICE IS STILL FINE TUNING WHAT THE COST WILL BE TO IMPLEMENT IT.

MAYOR JANKE STATED THAT BUILDING OFFICIAL/INSPECTOR DAVE HARPER IS DONE WITH THE INSPECTIONS AND WILL BE PREPARING THE REPORTS.

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

COUNCILMEMBER KYLE ASKED ABOUT THE GARDEN HOMES WATER TRANSFER AGREEMENT. MAYOR JANKE STATED THAT THERE HAS BEEN NO UPDATES ON THIS ITEM AND HE WILL FOLLOW UP ON IT.

INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:

RECREATION COORDINATOR JILLIAN MARSHALL STATED THAT SHE WILL BE HIKING COLVILLE MOUNTAIN TOMORROW FOR SIGN LOCATIONS. SHE STATED THAT THE NEW FILTERS AT THE POOL ARE UP AND RUNNING AND WORKING GOOD.

CITY PLANNER RJ KEETCH STATED THAT HE ATTENDED THE REVITALIZE WASHINGTON CONFERENCE. HE STATED THAT THE GROCERY OUTLET IS LOOKING TO START WORK IN JULY AND OPEN IN NOVEMBER. HE STATED THAT THE STRATEGIC PLAN IS IN DRAFT FORM AND HE HOPES TO BRING IT TO COUNCIL SOON.

COUNCILMEMBER CONNER STATED THAT SHE ALSO ATTENDED THE REVITALIZE WASHINGTON CONFERENCE AND IT WAS INSPIRING.

COUNCILMEMBER BIRCH STATED THAT THE ROADS ARE FAILING ON PHEASANT RIDGE. MAYOR JANKE STATED THAT THE CITY WILL BE DOING THE REPAIRS.

MAYOR JANKE STATED THAT THE DEPARTMENT OF ECOLOGY (DOE) IS GIVING US \$20,000 FOR A PM10 GRANT. HE STATED THAT HE SUBMITTED A \$53,000 STREET REPAIR GRANT FROM FEMA THROUGH THE COUNTY. HE ALSO STATED THAT A TRANSPORTATION IMPROVEMENT BOARD (TIB) GRANT FOR STREET REPAIR WAS SUBMITTED FOR \$50,000. HE STATED THAT THE GILBERT SHELTER RE-BUILD WILL START

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SOON. HE STATED THAT TWO NEW POLICE VEHICLES ARE HERE AND BEING PREPARED FOR THE STREETS. HE STATED THAT A PROPOSED RESOLUTION FOR A \$12,000 MATCH WILL BE COMING TO THE NEXT COUNCIL MEETING FOR A POTENTIAL AVIATION GRANT. HE STATED THAT WSDOT STARTED THE AMERICANS WITH DISABILITY ACT (ADA) SIDEWALK WORK ON MAIN STREET THIS WEEK. HE STATED THAT THE FIRE CHIEF HAS RESIGNED AS OF JULY 1, 2017 AND AT THIS TIME NOBODY HAS VOLUNTEERED TO BE NOMINATED. HE STATED THAT HE RECEIVED A LETTER FROM THE AWC SCHOLARSHIP PROGRAM AND OUR APPLICANT WAS NOT SELECTED.

MAYOR JANKE STATED THAT CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANSELL RECEIVED HER MASTER MUNICIPAL CLERK (MMC) CERTIFICATION AND PRESENTED HER WITH HER PLAQUE.

COUNCILMEMBER KYLE STATED THAT WSDOT HAS NOT PUT UP DETOUR ROUTES FOR PEDESTRIANS WHILE WORKING ON THE ADA SIDEWALK PROJECT. MAYOR JANKE STATED THAT HE WILL FOLLOW UP WITH WSDOT REGARDING THE DETOUR ROUTES.

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

[8:25:20 PM](#)

MOTION PASSED.

TIME OF ADJOURNMENT: 8:25 P.M.

MAYOR LOUIS F. JANKE

Attest: _____

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