

**Colville, Washington**  
**Regular City Council Meeting Minutes**  
**October 9, 2018**

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

[6:30:05 PM](#)

**ROLL CALL:** FOLL, LOGGERS, LAWSON, CONNER, THOMPSON, SMITH AND STALP.

**PRESENT:** COUNCILMEMBER CHRIS LOGGERS, COUNCILMEMBER ANNE LAWSON, COUNCILMEMBER MALLORY CONNER, COUNCILMEMBER ADENEA THOMPSON, COUNCILMEMBER JACK SMITH AND MAYOR LOU JANKE.

**ABSENT:** COUNCILMEMBER NANCY FOLL AND COUNCILMEMBER MELISSA STALP.

**STAFF PRESENT:** CITY CLERK/HUMAN RESOURCES MANAGER HOLLY PANNELL, CITY TREASURER VICKIE STRONG, CITY PLANNER RJ KEETCH, PUBLIC WORKS DIRECTOR JEFF COCHRAN, POLICE CHIEF ROBERT MESHISHNEK, LIBRARY MANAGER SARAH ENGLISH, PARKS AND RECREATION DIRECTOR JILLIAN MARSHALL AND FIRE CHIEF RAY WINSOR.

**SALUTE TO THE FLAG.**

**CONSENT AGENDA:**

- #01. **MINUTES OF THE SEPTEMBER 25, 2018 REGULAR CITY COUNCIL MEETING.**
- #02. **SEPTEMBER 26, 2018 MANUAL CLAIMS CHECK #63259 IN THE AMOUNT OF \$2,993.99 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #03. **OCTOBER 10, 2018 CLAIMS CHECKS #63260 ~ #63337 IN THE AMOUNT OF \$114,516.98 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #04. **SEPTEMBER, 2018 PAYROLL CHECKS#63215 ~ #63258 IN THE AMOUNT OF \$309,521.01 AS APPROVED FOR PAYMENT BY THE AUDIT COMMITTEE.**
- #05. **SEPTEMBER, 2018 REPORTS: EXPENDITURE, REVENUE, VENDOR AND TREASURER.**
- #06. **SEPTEMBER 30, 2018 EFT DEBITS AND INTERNAL CHECKS #100673 ~ #100677 IN THE AMOUNT OF \$15,273.60.**
- #07. **SEPTEMBER 20, 2018 ~ OCTOBER 3, 2018 CONTRACT/AGREEMENT LIST REVIEW.**

MAYOR JANKE READ THE CONSENT AGENDA.

COUNCILMEMBER SMITH 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, 2018 AND DOES APPROVE FOR PAYMENT THOSE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS: SEPTEMBER 26, 2018 MANUAL CLAIMS CHECK #62359 IN THE AMOUNT OF \$2,993.99; OCTOBER 10, 2018 CLAIMS CHECKS #63260~ #63337 IN THE AMOUNT OF \$114,516.98; SEPTEMBER, 2018 PAYROLL CHECKS #63215 ~ #63258 IN THE AMOUNT OF \$309,521.01; SEPTEMBER 30, 2018 EFT DEBITS AND INTERNAL CHECKS #100673 ~ #100677 IN THE AMOUNT OF \$15,273.60" AND DOES APPROVE THE CONSENT AGENDA AS READ.

MOTION PASSED.

**PUBLIC COMMENT PERIOD:**

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

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DOUG KYLE, 518 S. ELM, VINSON COMMITTEE, STATED THAT STEVEN HIGGINS COMPLETED THE TWO STUMP CARVINGS IN THE PARK.

STEVEN HIGGINS, KANSAS CITY, MISSOURI, STATED THAT HE IS ORIGINALLY FROM NORTHPORT AND THAT HE APPRECIATED THE OPPORTUNITY TO DO THE SCULPTURES IN THE PARK. HE STATED THAT HE HAS ADDITIONAL IDEAS FOR FUTURE CARVINGS.

ROSEMARY SHAW, COLVILLE TOGETHER, STATED THAT THEY WILL BE HAVING A TOUR TOMORROW CALLED BEHIND THE FAÇADE. SHE STATED THAT THEY WILL BE GOING INSIDE SOME OF THE DOWNTOWN BUILDINGS AND LEARNING THE HISTORY OF THE BUILDINGS AND EVERYONE IS INVITED.

**UNFINISHED BUSINESS:**

- #09. DISCUSSION/ACTION:      REVIEW AND POSSIBLE ADOPTION OF THE 2018 FEE CHARTS.**

[6:41:40 PM](#)

MAYOR JANKE STATED THAT THERE WAS A CHANGE TO THE AIRPORT FEE CHART. HE CLARIFIED THAT THE STORAGE FEE IS FOR ITEMS STORED OUTSIDE OF THE HANGAR.

COUNCILMEMBER SMITH STATED THAT ON PAGE 5 THE ANIMAL CONTROL YEARLY INCIDENT IMPOUND FEES SHOULD BE CHANGED TO \$20 EACH FOR THE 2019 PROPOSED FEES.

COUNCILMEMBER SMITH MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO ADOPT THE 2018 FEE CHARTS WITH THE CHANGE ON PAGE 5, COLUMN I, TO \$20 FOR EACH OF THE YEARLY INCIDENT IMPOUND FEES AND THE AIRPORT STORAGE FEE CLARIFICATION.

MOTION PASSED.

**NEW BUSINESS:**

- #10. DISCUSSION/ACTION:      POSSIBLE FINAL ACCEPTANCE OF THE 2<sup>ND</sup> AND MAIN PARKING LOT PROJECT.**

[6:47:11 PM](#)

PUBLIC WORKS DIRECTOR JEFF COCHRAN STATED THAT THE PARKING LOT IS COMPLETED AND IS BEING USED.

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER LAWSON SECONDED THE MOTION TO APPROVE FINAL ACCEPTANCE OF THE 2<sup>ND</sup> AND MAIN PARKING LOT PROJECT WITH KNIFE RIVER IN THE AMOUNT OF \$38,485.29.

MOTION PASSED.

- #11. DISCUSSION/ACTION:      POSSIBLE FINAL ACCEPTANCE OF THE WALMART LIFT STATION VAULT INSTALLATION PROJECT.**

[6:48:35 PM](#)

COUNCILMEMBER CONNER MOVED AND COUNCILMEMBER THOMPSON SECONDED THE MOTION TO APPROVE FINAL ACCEPTANCE OF THE WALMART LIFT STATION VAULT INSTALLATION PROJECT WITH COLVILLE CONSTRUCTION IN THE AMOUNT OF \$60,740.20.

MOTION PASSED.

- #12. DISCUSSION/ACTION:      RECOMMENDATION FOR PROPERTY EAST OF WATER/SEWER DEPARTMENT BUILDING.**

[6:49:47 PM](#)

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PUBLIC WORKS DIRECTOR JEFF COCHRAN STATED THAT THE PROPERTY WAS SUBDIVIDED IN 2016 AND RECORDED IN 2017. HE STATED THAT IF IT IS SUBDIVIDED AGAIN BEFORE THE END OF FIVE YEARS WE WILL NEED TO DO ALL OF THE REQUIRED IMPROVEMENTS, WATER, SEWER, SIDEWALKS, ETC.

COUNCILMEMBER SMITH MOVED AND COUNCILMEMBER LOGGERS SECONDED THE MOTION TO WAIT UNTIL THE FIVE (5) YEAR PERIOD FOR SUBDIVISION HAS LAPSED AND CONTINUE TO EVALUATE USES FOR THE PROPERTY.

MOTION PASSED.

- #13. DISCUSSION/ACTION:      **PROPOSED RESOLUTION DECLARING CITY PROPERTY AS SURPLUS.****

[6:54:09 PM](#)

PUBLIC WORKS DIRECTOR JEFF COCHRAN STATED THAT THEY ARE ONLY LOOKING AT THE SURPLUS OF PARCEL A, THE PARCEL WITH THE HOME ON IT. HE STATED THAT THERE ARE A FEW OPTIONS FOR THE PROPERTY. HE STATED THAT WE CAN KEEP THE PROPERTY AND CONTINUE BEING A LANDLORD, KEEP THE PROPERTY AND FIND OTHER USES FOR IT WHICH MAY INCLUDE DESTROYING THE HOME OR WE CAN ADOPT A RESOLUTION TO SURPLUS THE PROPERTY.

COUNCILMEMBER LAWSON MOVED AND COUNCILMEMBER CONNER SECONDED THE MOTION TO ADOPT PROPOSED RESOLUTION NO. 09-18 DECLARING CITY PROPERTY AS SURPLUS EXCLUDING PARCEL B.

MOTION PASSED.

*(RESOLUTION NO. 09-18 IN ITS ENTIRETY IS ON FILE IN THE CITY CLERK'S OFFICE.)*

- ~~**#14. DISCUSSION/ACTION:      **PROPOSED ORDINANCE ADOPTING A PROCESS FOR FUTURE SMALL CELL ANTENNAS/WIRELESS SERVICE FACILITIES.****~~

- #15. DISCUSSION:      **MAYOR WILL PRESENT THE PROPOSED 2019-2020 CITY OF COLVILLE BIENNIAL BUDGET.****

[7:00:14 PM](#)

MAYOR JANKE EXPLAINED THAT THE BUDGET WILL BE A STANDING AGENDA ITEM AT ALL COUNCIL MEETINGS UNTIL IT IS APPROVED. HE STATED THAT IF THERE ARE ANY PROPOSED CHANGES IT WILL NEED TO BE DONE BY MOTION AND THE BUDGET WILL NEED TO CONTINUE TO BE A BALANCED BUDGET. HE STATED THAT HE WOULD LIKE TO HAVE THE FINAL BUDGET COMPLETED AT THE END OF NOVEMBER. MAYOR JANKE REVIEWED HIS PROPOSED BUDGET FOR THE 2019-2020 BIENNIUM.

**COMMITTEE OR SPECIAL REPORTS:**

- #16. REPORTS:      **SEPTEMBER MONTHLY REPORTS FROM ALL DEPARTMENT HEADS.****

THERE WAS NO DISCUSSION.

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

[7:50:15 PM](#)

MAYOR JANKE STATED THAT THE CITY ATTORNEY IS WORKING ON AN ORDINANCE TO CLARIFY THE REGULATIONS FOR OPEN BURNING IN TOWN. HE ALSO STATED THAT HE IS IN CONTACT WITH THE DEPARTMENT OF ECOLOGY (DOE) REGARDING THE UNDERGROUND TANK AT THE AIRPORT.

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

THERE WAS NO DISCUSSION.

**INDIVIDUAL REPORTS BY MAYOR, COUNCILMEMBERS AND STAFF:**

[7:52:52 PM](#)

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LIBRARY MANAGER SARAH ENGLISH STATED THAT THIS SATURDAY THEY WILL BE HAVING THEIR IMPROVEMENT CLUB BOOK SALE. SHE STATED THAT LADY LONG RIDER WHO HAS TRAVELED ACROSS AMERICA ON HORSEBACK WILL BE HERE ON OCTOBER 22, 2018 TO SHARE HER STORY. SHE STATED THAT BRUCE HOLBERT, WHO IS A LOCAL AUTHOR FROM LAKESIDE WILL BE HERE ON OCTOBER 24, 2018. SHE STATED THAT ON OCTOBER 25, 2018 THE WASHINGTON STATE LIBRARY WILL BE HOSTING AN OPEN SOURCE WORKSHOP TO LEARN HOW TO FIND INFORMATION FOR FREE ON THE INTERNET.

PARKS AND RECREATION DIRECTOR JILLIAN MARSHALL STATED THAT GIRLS BASKETBALL SEASON IS STARTING. SHE STATED THAT ON OCTOBER 20, 2018 THEY WILL HAVE THE ANNUAL ONE DAY BABYSITTING CLASS. SHE STATED THAT THE ZOMBIE DASH IS ON OCTOBER 26, 2018. SHE ALSO STATED THAT THEY ARE IN NEED OF VOLUNTEER ZOMBIES. SHE STATED THAT THE PARK AND RECREATION BOARD MET REGARDING TIGER TRI AND SHE WILL PRESENT THEIR RECOMMENDATION AT THE NEXT CITY COUNCIL MEETING. SHE STATED THAT THE TRENCHING AND MULCHING STARTS TOMORROW IN THE PARK.

FIRE CHIEF RAY WINSOR STATED THAT THEY DID THE PUMP TESTING LAST MONTH AND SOME REPAIRS WERE IDENTIFIED. HE STATED THAT TOMORROW THEY WILL BE DOING THE HOSE AND GROUND LADDER TESTING. HE STATED THAT OCTOBER IS FIRE PREVENTION MONTH.

PUBLIC WORKS DIRECTOR JEFF COCHRAN STATED THAT HE MET WITH WELCH COMER AND THEY ARE MOVING AHEAD WITH THE HERITAGE COURT DESIGN. HE STATED THAT THEY ARE PREPARING FOR THE FALL LEAF PICK UP NEXT MONTH. HE STATED THAT JIM FLOTT, URBAN FORESTER, WILL BE HERE ON OCTOBER 11, 2018 TO GIVE AN UPDATE ON THE TREE PLAN. HE STATED THAT THERE WAS WIND DAMAGE LAST WEEK TO THE ROOF OF THE OLD SANITATION BUILDING. MAYOR JANKE STATED THAT THE INSURANCE COMPANY WILL COVER THOSE COSTS.

CITY PLANNER RJ KEETCH STATED THAT THERE ARE SEVERAL ITEMS COMING UP FOR THE PLANNING COMMISSION. HE ALSO STATED THAT THEY ARE IN NEED OF MEMBERS ON THE PLANNING COMMISSION. HE STATED THAT VAAGENS TIMBER IS PROPOSING A STREET NAME CHANGE. HE STATED THAT THEY WILL HAVE A SIGN ORDINANCE UPDATE SOON. HE STATED THAT THE HISTORIC PRESERVATION COMMITTEE MET AND ARE PROPOSING A HISTORIC DISTRICT FOR DOWNTOWN COLVILLE. HE ALSO STATED THAT THEY WILL HAVE DESIGN GUIDELINES FOR THE HISTORIC DISTRICT. HE STATED THAT THEY ARE PUTTING TOGETHER THE WORK PLAN FOR THE COMPREHENSIVE PLAN UPDATE. HE STATED THAT THEY HAVE A DRAFT PLAN FOR THE BIKE, PEDESTRIAN AND TRAIL PLAN. HE STATED THAT THE TECHNICAL REVIEW COMMITTEE (TRC) APPROVED THE PUBLIC USE PERMIT TO CLOSE TWO OF THE STREETS IN THE DOMINION HEIGHTS AREA FOR HALLOWEEN. HE STATED THAT THEY APPROVED A LAND USE EXPANSION FOR A STORAGE UNIT ON BUENA VISTA DRIVE AND THAT HOPE STREET IS PROPOSING A HOUSING DEVELOPMENT ON BUENA VISTA DRIVE. HE STATED THAT THE TRC APPROVED THE PUBLIC USE PERMIT FOR THE CHAMBER OF COMMERCE TREE LIGHTING CEREMONY. HE STATED THAT HE WAS A SPEAKER LAST WEEK AT THE WASHINGTON STATE PLANNING ASSOCIATION CONFERENCE.

COUNCILMEMBER SMITH STATED THAT THE STUMPS IN THE PARK WERE A GREAT IDEA AND HE LIKES THE CARVINGS.

COUNCILMEMBER THOMPSON STATED THAT SHE ALSO LIKES THE TREE STUMP CARVINGS.

MAYOR JANKE STATED THAT HE HAS TALKED TO THE VINSON COMMITTEE MEMBERS ABOUT A POSSIBLE THEME FOR FUTURE PROJECTS.

COUNCILMEMBER CONNER STATED THAT SHE IS WORKING WITH COUNCILMEMBER THOMPSON AND COLVILLE TOGETHER PREPARING FOR SMALL BUSINESS SATURDAY. SHE STATED THAT ROSEMARY SHAW IS DRAFTING LETTERS TO THE BUSINESSES THAT PARTICIPATED LAST YEAR. SHE STATED THAT SHE HAS BEEN WORKING WITH WSU, TRI-COUNTY ECONOMIC DEVELOPMENT DISTRICT (TEDD), COLVILLE SCHOOL DISTRICT AND ROTARY ON THE CAREER EXPO. SHE STATED THAT THE CAREER EXPO WILL BE ON OCTOBER 18 AT THE COLVILLE COMMUNITY COLLEGE AND IT WILL BE OPEN FROM 9:00 A.M. TO 2:30 P.M. FOR STUDENTS AND FROM 3:00 P.M. UNTIL 5:30 P.M. FOR THE PUBLIC. SHE ALSO STATED

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THAT THERE WILL BE SEVERAL SCHOOL DISTRICTS THAT WILL BE BRINGING STUDENTS TO MEET WITH POTENTIAL EMPLOYERS.

COUNCILMEMBER LAWSON STATED THAT SHE LIKES THE PERMANENT ART WORK IN THE COMMUNITY. SHE STATED THAT THE TREE BOARD WILL BE RECOGNIZING BUSINESSES THAT PLANT TREES.

MAYOR JANKE STATED THAT HE IS STILL WORKING WITH SENATOR SHELLY SHORT FOR STATE FUNDING FOR THE KELLER HOUSE. HE STATED THAT THE ELECTRIC CAR CHARGING STATION IS IN THE WORKS FOR CITY HALL. HE STATED THAT HE ATTENDED THE DEDICATION OF THE MEDICINE KIOSK TO DISPOSE OF MEDICINE AT MOUNT CARMEL HOSPITAL. HE STATED THAT THE STREET DEPARTMENT HAS REMOVED THE TREE GRATES ON MAIN STREET AND REPLACED THEM WITH BARK. HE STATED THAT THE BRONZE BEAR SCULPTURE, BY JERRY MCKELLAR, IS IN HERITAGE COURT.

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

[8:17:19 PM](#)

MOTION PASSED.

**TIME OF ADJOURNMENT: 8:17 P.M.**

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MAYOR LOUIS F. JANKE

Attest: \_\_\_\_\_  
Holly Pannell, MMC, PFO, City Clerk/  
Human Resources Manager