**ASOTIN CITY COUNCIL MINUTES**

**Monday, July 8, 2019**

**Asotin City Hall, 121 Cleveland Street, Asotin WA**

1. **CALL TO ORDER:** Mayor Bonfield, called the City Council Meeting to order at 5:30p.m.
2. **PLEDGE OF ALLEGIANCE:** Councilmember Appleton Led the Pledge of Allegiance.

**ROLL CALL:** Joe Appleton, Lori Loseth, Dwayne Paris

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, City Attorney, Jane Richards,

 Chief of Police**,** Monte Renzelman, Public Works Superintendent, Bob

 Portlock, Deputy Clerk, Tina Davidson

**PRESS**: Kerri Sandaine, Lewiston Morning Tribune

**AUDIENCE:** Elaine Greene, Mark Heuett, Sarah Geiger, Tyler Elliot, Jim Robertson,

Larry Robeson, Mark Aulward, Michelle Raoanarer, Charlotte Tuttle, Greg Boice,

 Greg Egbert

1. **PUBLIC HEARING:** None

1. **ORAL COMMUNICATIONS- PUBLIC COMMENT**:

Resident, Greg Egbert of 501 First Street, stated he and his new neighbor would like to vacate the strip of property between the two houses. People use that area as a turnaround and his children are playing in that area. Greg Egbert stated he has to do something to stop the traffic from coming in that area as his youngest son was almost hit. Mayor Bonfield stated she believes there is a stormwater and utility easement issue in that area that would prevent vacation. Mayor Bonfield will ask the street committee, Councilmember Schneider and Councilmember Appleton to research this area. Police Chief, Monte Renzelman stated the state was going to put an island there, however, Greg Egbert decided not to have the island installed as he wouldn’t be able to get his vehicles in and out of his property. Clerk/Treasurer, Tiffany Rogers provided the ordinance to Greg Egbert last week. Mayor Bonfield stated follow the ordinance and bring back what needs to be done on your part. Mayor Bonfield stated this will be placed on the August agenda per Greg Egbert’s request.

1. **CONSENT CALENDAR:**
2. **Minutes of June 24, 2019 Regular Meeting**
3. Expense Checks- #42093-#42124 $27,223.99 To Include EFT’s
4. Payroll Checks- #42082-#42091 $24,331.17 To Include EFT’s
5. Voids- #42092 $188.17

Councilmember Loseth made a motion to approve the consent calendar. Seconded by Councilmember Paris.

All Ayes. There was no discussion. Motion carried.

**Approval of Unexcused and/or Excused Councilmember’s absence**:

Councilmember Paris made a motion to approve the absence of Councilmember Schneider and Councilmember Bly. Seconded by Councilmember Loseth. All Ayes. There was no discussion. Motion carried.

1. **UNFINISHED BUSINESS:**
2. **Washington Street-Kings Lane Issue Committee Report**

Mayor Bonfield asked again for Councilmember Schneider and Councilmember Appleton to meet with Public Works Superintendent, Bob Portlock to look at options.

1. **Interlocal Jail Facility Use Agreement Draft between Asotin County, City of Asotin and City of Clarkston**

Mayor Bonfield stated Asotin County Commissioner, Jim Jeffords met with the safety committee last week to discuss questions and concerns about the Interlocal Agreement.

1. **NEW BUSINESS:**
2. **Mark Heuett to discuss the Flour Mill Building**

Mark Heuett introduced himself to the council. He stated he has lived here all his life. He is disappointed that the five story building has not been taken care of. Mark Heuett stated he has purchased the building from Gerald Halsey. Mark Heuett has been studying what the best use for the building would be and has decided to turn the building into a year round event center that will cater to different venues such as anniversaries, benefit auctions, weddings, receptions, meetings, wine tasting and/or reunions. Just like the unique venues at the Pataha Flour Mill and the Dahmen Barn. This building is worthy of renovation. This building would not work to turn it into a strip mall due to the fact the City of Asotin does not have that kind of traffic. It was built in 1881 as a flour mill which was owned by Luther Stimson and Frank Curtis. In 1934 it was sold to the Robeson Family and operated as a mercantile until 1974. Gerald Halsey purchased it and lived in part of it. Larry Robeson who lives in the house next door, he and his son are working on the project from the demo, clean up and new construction. Mark Heuett introduced his team that will be working on the renovation. This is one of the oldest buildings still standing in Asotin County from 1881. It has approximately 15,000 square feet. They have been removing the artifacts and have removed 18” of silt from the basement due to the 1996 flood. He will soon have a set of plans and would like to ask the city if he can do a two stage permit. One to fix the foundation, concrete, and masonry wall around the building to square the building. Then to put a new roof, add new and additional windows, new siding, a full wrap around porch, new plumbing, electrical and a fire sprinkler system. He would like to invite the council for a walk through. Mark Heuett presented drawings and a slide show of pictures of future plans. He plans on having a level paved parking lot that will host 102 vehicles. There is a seed milling machine in the building that was built in 1880 in New York, however, that will be removed. There is a dust silo on the 3rd floor that will be kept. Mark Heuett stated he and his company have experience in remodeling historic buildings. He has renovated the Lee Morris building which is now the CHAS Clinic, the Inland Metals building and historic buildings around the state. Mark Heuett stated there are some issues that will have to be addressed with the City of Asotin. The first issue Mark Heuett now owns most of the road going into the City of Asotin park. Lot line adjustments will have to be completed. Also he would like to hook into the sewer as the property is now on septic. The property is being surveyed by Cutty and Associates next week and will be placing survey markers and pins will be visible. The second issue is setbacks to property lines. Mayor Bonfield stated Mark Heuett will be working with City of Asotin Public Works Superintendent, Bob Portlock, Waste Water Treatment Plant Operator, Bill Frye and the street committee. Right now, the city park driveway is 50 feet wide. A comfortable size road should be approximately 24 feet. Stormwater retention will be buried so there is no open stagnant water. Councilmember Appleton asked if the parking will be open to the public. Mark Heuett stated no. Nor will there will camping. He will be placing a respectful sign stating it is private property. There will be two entrances on both sides of the building with creating a more gradual sloped driveway. The city and event center will share one road of entrance. City Attorney, Jane Richards asked if any deeds mention an easement. Mark Heuett stated that was the first item he looked for and nothing was noted on any deed. The city does not have an easement. The question would be at any point in time was the park property and the flour mill property the same parcel. Was the park there first or was the flour mill there first. The last survey on the property was conducted in 1975. A new survey will be filed and will place the road back the best they can before the 1974 and 1996 floods which may have changed the channels of the crick and the road. There will be five floors counting the basement. An elevator and ADA ramps will be installed. Each floor has approximately 2,000 square feet. The first floor will have room for 162 people to sit which will include activities on the porch in the summer time. The second floor will have vaulted ceilings. There will be private quarters for the brides and grooms to get ready for weddings. There will be event office support rooms and bathrooms. The second floor will look into the first floor. The third and fourth floors will be all office space to be used for his development company. There will not be a restaurant in the building, but there will be a catering room for local caters to work out of which will have warming ovens and everything a cater would need to store food. There will be a portable bar and a band area. The floors will be made out of oak flooring. The building will be remodeled to reflect the 1880’s flavor. The basement is 4,500 square feet and will be a concrete floor. The basement will be for storage of chairs, tables, and props. City Attorney, Jane Richards asked for the estimated time to be in operation. Mark Heuett stated it will take longer than he thinks because it is a half million dollar renovation. He expects the building to be protected by the weather by the end of 2020. Mayor Bonfield stated the building has amazing timbers, she also stated she is extremely excited and thanked Mark Heuett for caring for our community and doing this. Mark Heuett stated he is looking forward to working with the city. Mayor Bonfield stated the conversation has already started on how to get the sewer pipe to the building, which would also allow Larry Robeson to hook in. City of Asotin Fire Lieutenant, Paris stated the fire hydrant in that area is weak due to a smaller line. You may want to think about installing an additional hydrant. Resident, Charlotte Tuttle asked about parking at the event center during fair time when the city park has a big event. He stated his parking lot is private, however, that doesn’t mean they couldn’t cooperate, but it would be at his discretion to allow parking or not. If there is not an event during the fair, then maybe they could work something out for parking. The Council and Mayor thanked Mark Heuett for taking on this project.

1. **CONSULTANT/CONTRACTOR REPORTS:** None

**Keller Associates, Inc.**

1. **2nd Street Stormwater Project**
2. **TIB 4th Street Rehabilitation**
3. **2019-2020 TIB 2nd Street Pavement Project**
4. **CLERK’S REPORT:**
5. **Past Due Utility Accounts for June**

Clerk/Treasurer, Tiffany Rogers reported there were 53 past due utility accounts for June.

 **DEPARTMENTS:**

1. **POLICE DEPARTMENT:**

Police Chief, Monte Renzelman stated the city is seeing the normal summer activities. Reserve Officer, Donna Manchester is working when available. Councilmember Appleton asked Police Chief, Monte Renzelman if the correct process is to contact dispatch if there is a situation. Police Chief, Monte Renzelman stated yes, please contact dispatch to start the documentation process it will speed the progress for the situation.

1. **CITY ATTORNEY:**

City Attorney, Jane Richards stated the city is waiting for an updatedJail contract due to the questions sent to Asotin County from the City of Asotin. Police Chief, Monte Renzelman stated there is a jail committee meeting tomorrow.

1. **FIRE DEPARTMENT:**

City of Asotin Fire Lieutenant, Dwayne Paris reported on the July 4th fire calls. There was one grass fire, one dumpster fire in Asotin and an Asotin County fire on highway 12 that the City of Asotin assisted with for 4 hours. Having the Junior program supplement the fire department has been a great asset. The fire department has responded to normal summer time calls such as two wrecks, two structure fires and two electric fires.

1. **PLANNING COMMISSION:** None
* Next Planning Commission meeting will be Thursday, July 11, 2019 7:00pm City Hall

* Planning Commission Opening Contact City Hall for an application or call 509-243-4411
1. **ASOTIN MUNICIPAL COURT:**

**2019 ASOTIN MUNICIPAL COURT DATES**

July 25 August 22 September 26 October 24 November 21 December 19

1. **ASOTIN DAYS:** None

Next Regular Meeting Wednesday, July 17 ,2019 5:30pm City Hall

**COMMITTEE REPORTS:**

a. **Mayor Pro-Tem–**Jennifer Bly

b. **Administrative Personnel**-Jennifer Bly

c. **Public Safety (Law Enforcement, Fire Safety, Emergency Services)**–Joe Appleton & Dwayne Paris

d. **Public Works (Water, Sewer, Utility Franchises)**–Jenifer Bly

e. **Transportation (Streets, Dept of Transportation Liaison)** - Mervin Schneider

f. **Parks and Recreation (Parks, Cemetery, Asotin Community Center)**– Joe Appleton & Mervin Schneider

g. **Finance -** Jennifer Bly & Mervin Schneider

h. **Asotin County EMS Board -**Lori Loseth Quarterly 2nd Tuesday @ 7:30am Tri-State Hospital

i. **Asotin County Health District -** Vikki Bonfield & Lori Loseth 4th Monday @ 1pm Asotin County Annex

j. **PTBA -** Mervin Schneider 2nd Wednesday @ Clarkston PTBA Bldg 15th Street

k. **MPO Technical Advisory Committee** - Bob Portlock 4th Wednesday @ 1:30pm Lewiston Public Works Bldg

l. **MPO Policy Board**–Vikki Bonfield 2ndThursday @ 4pm Lewiston Public Works Bldg

m. **Stormwater -** Jennifer Bly & Bob Portlock Quarterly 2nd Monday @ 3-5pm Asotin County Annex

n. **Asotin Days** - Lori Loseth 3rd Wednesday of the month @ 5:30pm City Hall

1. **COUNCIL COMMUNICATIONS:**

**Agenda Related Topics**

**Joe Appleton-** Councilmember Appleton stated the driveways on 4th Street are paved.

**Jennifer Bly-** Absent

**Lori Loseth**- Councilmember Loseth stated the EMS committee meeting is tomorrow.

**Dwayne Paris**- None

**Mervin Schneider-** Absent

**MAYOR’S REPORT:**

Mayor Bonfield stated she will be meeting with Cathy McMorris Rodgers regarding the U.S. Army Corp of Engineers and the land conveyance before December.

1. **RESOLUTIONS & ORDINANCES:**
2. **Second reading of Ordinance #2019-843 Being** An Ordinance Amending Ordinance #127

Asotin Municipal Code Section 3.08.040, and Providing for the Effective Date Hereof.

 Councilmember Paris made a motion to approve the Second reading of Ordinance

 #2019-843 Being An Ordinance Amending Ordinance #127 Asotin Municipal Code Section

 3.08.040, and Providing for the Effective Date Hereof. Seconded by Councilmember

 Loseth. All Ayes. There was no discussion. Motion carried.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** Motion to adjourn the meeting made by Councilmember Appleton. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:39pm.

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Mayor, Bonfield

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Clerk/Treasurer, Tiffany Rogers