**ASOTIN CITY COUNCIL MINUTES**

**Monday, June 24, 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 Paris Led the Pledge of Allegiance.

**ROLL CALL:** Jennifer Bly,Lori Loseth, Dwayne Paris, Mervin Schneider

**STAFF PRESENT:** Deputy Clerk, Tina Davidson, City Attorney, Jane Richards,

 Chief of Police**,** Monte Renzelman

**PRESS**: None

**AUDIENCE:** Elaine Greene, Oscar Bly

1. **PUBLIC HEARING: 5:35pm-5:38pm**

 A Public Hearing is being held on the Growth Management Act, Comprehensive Plan Critical Area

 update. Those wishing to make oral or written statements on this matter may do so during the

 hearing. NO COMMENTS

1. **ORAL COMMUNICATIONS- PUBLIC COMMENT**: None
2. **CONSENT CALENDAR:**
3. **Minutes of June 10, 2019 Regular Meeting**
4. Expense Checks- #42057-#42081 $77,958.80 To Include EFT’s
5. Payroll Checks- #42050-#42056 $13,152.36 To Include EFT’s
6. Voids- None

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

 All Ayes. There was no discussion. Motion carried.

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

Councilmember Bly made a motion to approve the absence of Councilmember Appleton. 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 Councilmember Schneider and Councilmember Appleton to meet with Public Works Superintendent, Bob Portlock to look at options.

1. **NEW BUSINESS:** Vikki requested this be done in Executive Session, since it is a Contract.
2. **Interlocal Jail Facility Use Agreement Draft between Asotin County, City of Asotin and City of Clarkston**

The City of Asotin received an e-mail from Asotin County Commissioner, Jim Jeffords stating the county has been working with the Jail Advisory Committee and Partners and have been making great strides toward developing a future plan for a new jail facility in our community. A draft of the inter-local agreement was provided regarding the city transfer of tax revenues to the county following the passage of the 3/10's of 1 percent public safety sales tax ballot measure which will occur on November 5th. Asotin County is asking for the council’s review and input by June 27th. Asotin County Commissioner, Jim Jeffords states time is of the essence, especially since the ballot measure has to be turned into the state by August 6th. It was agreed upon by all, that Deputy Clerk, Tina Davidson will write the questions of concern and will distribute to all to make sure questions have been addressed. The City will then present to Asotin County the list of questions and wait for their response.

1. **CONSULTANT/CONTRACTOR REPORTS:**

**Keller Associates, Inc.**

1. **2nd Street Stormwater Project**

Mayor Bonfield asked City Attorney, Jane Richards for update on Arbitration. City Attorney, Jane Richards stated discovery is not due until September. City Attorney, Jane Richards assured the council the grant is still ok.

1. **TIB 4th Street Rehabilitation**

Working on pouring the driveways.

1. **2019-2020 TIB 2nd Street Pavement Project**

Surveys are being conducted and the plans are being prepared. Marty is coming from USDA on Tuesday to talk about possible funding. Mayor Bonfield will report at the next meeting.

1. **CLERK’S REPORT:**
2. **Asotin Municipal Court Expenses**

The Asotin Municipal Court Report shows the actual expenses and the income for 2017-2019. It lists the items that have to be expensed for the court. The Asotin Municipal Court Expenses are still in the red due to the first original start up costs. People are allowed to make payments on their tickets; therefore, it is not a large cash flow. A large percentage of the income of a ticket goes back to the state. The cities keep very little.

1. **“Avista” City of Asotin streetlight service annual decrease around $700 in savings**

Avista’s, goal is to provide customers with exceptional and reliable service while

keeping costs affordable. As part of the electric service provided, significant inventory of streetlight poles is maintained. Inventory of streetlight poles in many cases, is no longer the only item attached to the pole that is serving community residents. Other services such as phone and cable lines are also on the pole, and we expect this kind of joint use to increase in the coming years. To accommodate for this shift and ensure the price paid for streetlight service aligns with the service received and the way the streetlight poles are being used. Changes in the streetlight rate code will decrease the price paid for streetlight service into the future. Customers currently on schedule 42 who are paying the wood pole rate code will remain on schedule 42, but will be charged the no pole rate code. For the City of Asotin, this will mean an approximate annual decrease in streetlight service costs of around $700. Changes on the billing will be effective July 1.

1. **Anatone Day June 29,2019 Anatone Community Hall 11am-11pm**



 **DEPARTMENTS:**

1. **POLICE DEPARTMENT:**

**Fireworks Press Release**

Approved consumer fireworks, as defined by RCW 70.77.136, may be discharged within the City of Asotin only on July 3rd between the hours of 9:00 a.m. and 11:00 p.m., on July 4th between the hours of 9:00 a.m. and 12:00 midnight, July 5th between the hours of 9:00a.m. and 11:00p.m. Consumer fireworks may not be discharged within the City of Asotin at any other time. The only legal fireworks are the “Safe and Sane” fireworks. It is important to know what a legal firework is because there are locations illegal fireworks can be sold, which does not make it legal to set off. Fire Crackers, Bottle Rockets, Sky Rockets, and Missiles are examples of those that can be purchased locally but are illegal to discharge in the city limits. Most of the following are legal, but we suggest you still check each one purchased as there are variations of each: Cylindrical and Cone Fountains, Aerial Spinners, Helicopters, Smoke Devices, Roman Candles, Parachutes, Wheels, Mine/Shells/Cakes, Ground Spinners, Dipped Stick, Sparklers, and Novelties. (Washington State Fire Marshall’s Office). Safety is of the most importance as any legal firework can become dangerous to person and property. The safest is to attend the public display. If you do purchase your own, follow these simple tips:

•Know your fireworks; read the cautionary labels and performance descriptions before igniting.

•A responsible adult SHOULD supervise all firework activities. Never give fireworks to children.

•Alcohol and fireworks do not mix. Save your alcohol for after the show.

•Have a charged water hose that can reach the furthest location of your display.

•Wear safety glasses when shooting fireworks.

•Light one firework at a time and then quickly move away.

•Use fireworks OUTDOORS in a clear area; away from buildings and vehicles.

•Never relight a “dud” firework. Wait 20 minutes and then soak it in a bucket of water.

•Always have a bucket of water to soak your spent firework into.

•Never carry fireworks in your POCKET or shoot them into METAL or GLASS containers.

•Do not experiment with homemade fireworks.

•Dispose of spent fireworks by wetting them down and place in a metal trash can away from any building or combustible materials until the next day.

•FAA regulations PROHIBIT the possession and transportation of fireworks in your checked baggage or carry-on luggage.

•Report illegal explosives, like M-80s and quarter sticks, to the fire or police department.

The Asotin Police Department wishes everyone a Happy and Safe 4th of July!!!

**Damage to City Park**

Police Chief, Monte Renzelman reported there has been lots of night activity. Mostly in the City Park. Reports of kids damaging the cook shack. Last week a vehicle tore out the fence. The City has placed a camera in the park. Councilmember Bly stated the Port of Clarkston received a Grant from Homeland Security to get cameras. Mayor Bonfield would like for the city to inquire about grants. We are looking at about 6 cameras to cover the whole park area.

**Courthouse Security**

Police Chief, Monte Renzelman stated he received an e-mail from Asotin County Commissioner, Brian Shinn stating the courthouse was going to be making security changes. One of the immediate fixes is the need for a single entrance into the Courthouse. This means that as soon as new lettering is placed on the 2nd Street doors (closest to Treasurer’s Office) those doors will be locked and the door will be for Fire Exit Only. The other door that faces 2nd Street (backstairs) will remain locked as it is now and will only be used in situations where the Prosecutor’s Office is unable to use the fire exit stairs facing the riverside as an entrance or exit for a victim or witness. Please come in and out through the Courthouse doors facing the parking lot (near Auditor’s Office). Please inform non-county visitors who regularly visit offices that the 2nd Street doors are no longer allowed as an entrance.

1. **CITY ATTORNEY:** None
2. **FIRE DEPARTMENT:**

City of Asotin Fire Lieutenant, Dwayne Paris reported on a surplus sale he put a bid on a couple of pallets of miscellaneous goods. He reported the massive amounts of supplies he got on those pallets. He stated he keeps watch on this website to be able to purchase supplies that are needed.

City of Asotin Fire Lieutenant, Dwayne Paris stated the City of Asotin Fire Department received a $1,500.00 FM Global fire prevention grant towards the purchase of smoke detectors and a Paw Patrol costume. There will be a press release with the information.

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**

June 27 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- Absent**

**Jennifer Bly-** Councilmember Blyreported that a car on 3rd Street has 4 flat tires and has been there a long time. Police Chief, Monte Renzelman reported that the car had been moved.

**Lori Loseth**- Councilmember Loseth reported she will be attending the EMS meeting next week. She stated there has been lots of turnover. It will be interesting to see how well the new group works together.

**Dwayne Paris**-None

**Mervin Schneider-** None

**MAYOR’S REPORT:**

Mayor Bonfield reported she attended the Asotin County Health District Meeting earlier in the day. Dr. Lutz was the guest speaker. He spoke about the Air Quality in the Valley during fire season. How to identify bad air quality during sports activities, school recess, events, etc. throughout the city. They are also going to be having a “NEEDLE EXCHANGE” that will be at the Asotin County Health District parking lot.

Mayor Bonfield also addressed the council in regards to outstanding utility bills. Again, we are having a large amount of delinquent bills and it doesn’t seem to matter that the late fee is $20. She asked the council what they think of raising the late fee to $50. City Attorney, Jane Richards stated by raising the late fee is not going to make people pay. It is just going to add to their hardship. However as soon as the fee hits the 90 days past due, then shut them off. The Shut off notice does get their attention. Mayor Bonfield stated Deputy Clerk, Tina Davidson is currently doing that but it creates lots of work to stay on top of these bills. We currently have $17,231.77 outstanding.

1. **RESOLUTIONS & ORDINANCES:**
2. **Resolution #2019-654** A Resolution of the City Council of the City of Asotin,

 Washington Expressing Intent to Complete, Review/Update of the City’s Critical Area

 Regulations by June 30, 2019 and Finding that this Review of its Comprehensive Plan

 Critical Area Regulations is Complete.

 Councilmember Bly made a motion to approveResolution #2019-654A

 Resolution of the City Council of the City of Asotin,

 Washington Expressing Intent to Complete, Review/Update of the City’s Critical Area

 Regulations by June 30, 2019 and Finding that this Review of its Comprehensive Plan

 Critical Area Regulations is Complete. Seconded by Councilmember Loseth. All Ayes. There was no discussion. Motion carried.

1. **First 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 Bly made a motion to approve the First 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 Paris. All Ayes. There was no discussion.

 Motion carried.

**EXECUTIVE SESSION: RCW 42.30.140 (4)(a) Contracts: 15 Minutes**

**Start Time: 6:25pm Finish Time: 6:40pm.** We will gather questions from Council, Attorney & Mayor and present them to the County and wait for their response.

**ADJOURNMENT:** Motion to adjourn the meeting made by Councilmember Bly. Seconded by Councilmember Paris. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:50pm.

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Mayor, Bonfield

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Deputy Clerk/Tina Davidson