**ASOTIN CITY COUNCIL MINUTES**

**Tuesday, May 28, 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 Bly Led the Pledge of Allegiance.

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

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, Police Chief, Monte Renzelman

**PRESS**: None

**AUDIENCE:** Elaine Greene, Charlotte Tuttle, Jim Jeffreys, Judy Floch, Ellen Fuller

1. **PUBLIC HEARING: 5:35pm-5:39pm**

A Public Hearing is being held on the Proposed Year 2019–2024 City of Asotin six-year Transportation Plan.  Those wishing to make oral or written statements on this matter may do so during the hearing. Resident, Elaine Greene wanted clarification of #5. Mayor Bonfield stated she would need to see the complete plans, however her understanding is it will be replacing the west side of the sidewalk on Filmore.

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

Charlotte Tuttle reported the Asotin County Cattlewomen and Cattlemen BBQ was a success and well accepted. They will do it again next year in the same place. The Asotin County Fair offered “Buds Cookshack” to the Asotin Fair Boosters during the rodeo to sell concessions next year.

1. **CONSENT CALENDAR:**
2. **Minutes of May 13, 2019 Regular Meeting**
3. Expense Checks- #41980-#42004 $23,609.58
4. Payroll Checks- #41973-#41979 $14,728.38 To Include EFT’s
5. Voids- None

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

1. **UNFINISHED BUSINESS:**
2. **Riverpointe Park**

Mayor Bonfield stated she would like to postpone this topic until fall. Public Works Superintendent, Bob Portlock has reduced the watering schedule to monitor the water costs. Resident, Ellen Fuller wanted to know if it will be watered in the morning, during the day, or at night. She stated it is being watered at noon right now. She prefers it be watered early morning or late at night so the heat does not dissipate the water and have to use additional water. She stated she would still volunteer to pay for weed spray.

1. **Washington Street-Kings Lane Issue Committee Report**

Mayor Bonfield reported that Public Works Superintendent, Bob Portlock has not been able to obtain a tree removal estimate and it may be until fall before one is given. He is also still waiting for an estimate to fix the street as well. It will take large professional equipment to fix the street after the trees are removed. The roots from the trees have come up through the black top and has broken the street. Can’t put gravel or black top due to the damaging roots. Councilmember Schneider stated he and Councilmember Appleton still need some time to examine the property.

1. **NEW BUSINESS:** None
2. **CONSULTANT/CONTRACTOR REPORTS:**

**Keller Associates, Inc.**

1. **2nd Street Stormwater Project**

Still working on paperwork.

1. **TIB 4th Street Rehabilitation**

Mayor Bonfield reported that Stillman Norton of Keller Associates, Inc. has not been able to contact the contractor. The driveways were to be done by the end of May. An audience member asked if someone else could finish the job. Mayor Bonfield explained when the city applies for grant funding through the Transportation Improvement Board (TIB) they are in charge of the rules, funds and requires the city to accept the lowest bidder. TIB will not accept the project until it is completed correctly by the original contractor.

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

Surveys are being conducted and the plans are being prepared.

1. **CLERK’S REPORT:** None

 **DEPARTMENTS:**

1. **POLICE DEPARTMENT:**

**Union Gospel Mission**

Police Chief, Monte Renzelman stated the community leaders met with the Union Gospel Mission of Spokane. The Union Gospel Mission wants to see what the community resources are before they will open a branch in the valley. “The Rock” had to close before the Union Gospel Mission would take any action. The Union Gospel Mission is a faith-based organization, and does not receive assistant from the state. They want to see what other agencies are doing to make sure there are no duplicated services. We do have a need for assistance and at least there is someone looking at the homeless situation.

**New Jail**

Police Chief, Monte Renzelman stated the jail meetings are moving right along. Committee members were able to discuss this issue at WASPC and talk with architects. Just waiting to see if the vote passes. Moving forward there will be some kind of drawing of what we want so the voters can see what they would be getting when they vote. There is a Jail Facility Use Agreement draft being proposed with the two cities and the county. However, there are still a lot of changes being made. When it is more finalized it will go to our city attorney for review.

**Redaction Software**

Police Chief, Monte Renzelman stated there is video redaction software for Public Records requests that is going to have to be purchased since there are videos in the police cars and police body cameras. There are parts of the video that have to be blocked out when giving a Public Records request. The software costs $8,000.00. There are multiple agencies who are going to split the cost of the software. Asotin County, Garfield County, City of Clarkston and City of Asotin. Police Chief, Monte Renzelman stated since the City of Asotin does not have that many Public Records requests for video the City of Asotin will be responsible for purchasing the laptop for the software which will be our part of the agreement. Councilmember Bly ask who will do the redactions? Police Chief, Monte Renzelman stated Bryon Denny from the Clarkston Police Department. If the city does not release something, we are supposed to it will cost the city a lot more than the cost of the software.

**Spillman**

Police Chief, Monte Renzelman stated there will be billing changes for Spillman. Through the years the city has had an individual contract program with Spillman. Spillman is the program that writes all the reports, keeps the dispatch radio logs, and call logs etc... Whitcom has agreed to process the billings based off the module usage for Spillman. The city will only pay for the modules we use. The City of Asotin does not use the civil paperwork module, jail module, civil service module because we don’t have those functions. Therefore, we will not have to pay for those modules. The cities bill was $8,000.00 and we started asking why is it so much for Asotin. Upon investigation the city was paying for all the extra modules that we didn’t use. Paying directly to Spillman for all the extra modules we don’t use. For Example, the Law Module will be split between all agencies. There will be a contract soon and we will be moving in that direction. Councilmember Bly stated thank you for doing the research and saving the city some money.

**Courthouse Safety Meeting**

Police Chief, Monte Renzelman stated he had a safety meeting with the Asotin County courthouse regarding safety issues. Instituting no cost changes, just locking doors that don’t need to be open, discussing safety issues for protective windows and barriers. Councilmember Bly stated when Judge Bill Acey was at the courthouse, he had the placed locked down. You could go out but you couldn’t go in. There was only one door to go in. Councilmember Loseth stated this has to be done for monitoring internal and external safety of the courthouse, courthouse employees and patrons.

**Surplus Police Car**

Police Chief, Monte Renzelman stated the surplus police car sold for $10,000.00 to a car dealer ship in Spokane. Those monies will pay off the loan for the two original police cars.

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

1. **PLANNING COMMISSION:**
* 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:**

Chairperson, Judy Floch asked the council if 2nd Street could be shut off from traffic during Saturday, August 10th of Asotin Days for the museum, vendors, the LIONS Club Breakfast and to bring people to the main street. Chairperson, Judy Floch stated Tina Davidson sent a draft of a nomination form for the “Honorary Citizen”. She asked if the city could place this information on the back of the utility notice. Therefore, the public can nominate who they would like to be the Asotin Days “Honorary Citizen”. Mayor Bonfield stated yes it can be placed on the back of the July utility statement and will be placed on the reader board, City of Asotin Facebook and website. Councilmember Loseth encouraged people to plan their class reunions around Asotin days weekend as Asotin Days will be contacting and advertising for class reunions to join in on Asotin Days festivities. The Asotin Days Yard Sale will also be on Saturday, August 10th. People can pay $5.00 to have their name and address on a map. Those maps are distributed at the Asotin LIONS Club Breakfast, Cenex Zip Trip, City Hall, Twin River Bank and the Asotin Post Office. The next Asotin Days Meeting will be Wednesday, June 19,2019 5:30pm at Asotin 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 Bly stated she attended the Memorial Day Ceremony at the City of

Asotin Cemetery. Asotin County Commissioner, Brian Shinn did a great job as the special speaker.

 The new bleachers were great, before people had to bring lawn chairs. The speakers mentioned and

gave an appreciation shout out to the persons who donated monies and put the bleachers together and to Public Works Superintendent, Bob Portlock for his work on grading the area for the bleachers. The Clarkston High School JROTC was there along with approximately 100 in attendance. The Lewiston Morning Tribune did a fantastic article. Mike Feil played taps and it was done very, very well. Mayor Bonfield stated Mike Feil was the person who organized donations for the bleachers. American Legion Post #246 and Potlatch #1 Credit Union donated funds. Corey Mullins ordered the bleachers and helped put them together along with Bob Portlock, Mike Feil, Stan and Mike Bailey. These bleachers will stay at the cemetery year-round.

**Lori Loseth**- Councilmember Loseth stated she would like to take this opportunity to congratulate the youth of this community and the Asotin Schools for a wonderful school year through FFA, all the sport teams and the fans that represented us as a community. As she watched from afar, she stated it gave her a sense of pride to see the police escorts as they left town and returned home. She stated she is so proud to be a part of this community who supports our youth. Police Chief, Monte Renzelman stated the stands were full in Centralia for the baseball games. After the track students were finished in Cheney some drove to meet the baseball group.

**Dwayne Paris**- Absent

**Mervin Schneider-** Councilmember Schneider stated seven people attended the cemeterycleanup day the Saturday before Memorial Day. The cemetery had already been mowed and trimmed, it already looked very nice. They just pickup up old flower and broken items. Councilmember Schneider stated the church needs painted. Mayor Bonfield stated it is led based paint which costs $30,000 to remove the led based paint properly. Mayor Bonfield stated she looked at grants but was unsuccessful in locating one. She stated maybe we could just do one side each year.

**MAYOR’S REPORT:**

Mayor Bonfield stated theAsotin School Baseball Team has some great players. This is the first time in 34 years since the baseball team has won the state championship. Mayor Bonfield explained 34 years ago her son Ben Bonfield was the first one to pitch and win the 1985 state championship for Asotin School. This is an exciting time for a small town, and everyone is extremely proud of our successful athletics and they represented Asotin well.

Police Chief, Monte Renzelman stated there was an opposing team that was trying to exchange words with the Asotin Team. However, the Asotin Team had the maturity to just walk away. He also was very proud of the Asotin Team.

Mayor Bonfield would like to create a Panhandling Ordinance that covers language on panhandling by the school before it becomes a problem. Mayor Bonfield stated her concern is the backed-up traffic in the school zone areas. When school is staring and getting out there are so many little kids. Police Chief, Monte Renzelman stated we need to make sure we know the difference between a panhandler and a solicitor. Individuals on the sidewalk with a sign asking for money is a panhandler. A solicitor is a person who goes door to door selling items or handing out flyers. Therefore, the ordinance would only be for panhandling. Police Chief, Monte Renzelman stated the laws are very strict when dealing with a person who is just using a public sidewalk, you cannot arrest them due to their first amendment rights. This issue will have to be discussed with the city attorney. If they are stopping traffic, now they are disrupting traffic, therefore it becomes a violation and the police have laws that rule for that type of incident. Police Chief, Monte Renzelman stated it still goes back to the homeless issue. The 9th Circuit Court of Appeals states that cities cannot keep homeless out of public areas, parks, or sidewalks if there isn’t somewhere, they can go, such as a homeless shelter. As of right now the valley does not have a place for the homeless to go.

1. **RESOLUTIONS & ORDINANCES:**

 **1.** **Resolution 2019-652** Amended Six Year Transportation Improvement Program for January

 1,2019 to December 31,2024

 Councilmember Bly made a motion to approve Resolution 2019-652 Amended Six Year

 Transportation Improvement Program for January 1,2019 to December 31,2024.

 Seconded by Councilmember Loseth. All Ayes. There was no discussion. Motion carried.

 **2. Resolution 2019-653** A Resolution of the City Council of the City of Asotin, Washington

 Revising Resolution #2019-651 Updating City Park Rental Prices

 Councilmember Schneider made a motion to approve Resolution 2019-653 A Resolution of

 the City Council of the City of Asotin, Washington Revising Resolution #2019-651 Updating

 City Park Rental Prices. Seconded by Councilmember Bly. All Ayes. There was no

 discussion. Motion carried.

**EXECUTIVE SESSION: RCW 42.30.110:** None

**ADJOURNMENT:** Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 6:25pm.

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Mayor, Bonfield

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Clerk/Treasurer, Tiffany Rogers