**ASOTIN CITY COUNCIL MINUTES**

**November 9, 2020**

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

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

**ROLL CALL:** Steve Cowdrey,Lori Loseth, Tim Ottmar, Mervin Schneider, David Weakland

**STAFF PRESENT:** Clerk/Treasurer, Tiffany Rogers, Deputy Clerk, Tina Davidson, City Attorney,

Jane Richards

**PRESS**: None

**AUDIENCE:**None

1. **PUBLIC HEARING:** None
2. **ORAL COMMUNICATIONS- PUBLIC COMMENT**: None
3. **CONSENT CALENDAR:**
4. **Minutes of Tuesday, October 26, 2020 Regular Meeting**
5. Expense Checks- #43369 $2500.00 #44385-#43416 $264,866.94 To Include EFT’s
6. Payroll Checks-#43329-#43368 $29,372.29 #43370-#43384 $11,424,.72 To Include EFT’s
7. Voids-#43357 $278.00

Councilmember Cowdrey 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**: None

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

Continued to November 23, 2020

1. **Council Committee updates/descriptions/mission statements**

Suggested committee members as follows:

Administration/Finance - Schneider/Loseth

Public Safety -Loseth/Ottmar

Public Works - Cowdrey/Weakland

Transportation- Weakland/Ottmar

Parks-Recreation/Cemetery -Schneider/Cowdrey

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

**Keller Associates, Inc.**

1. **TIB 4th Street Rehabilitation**

 City Attorney, Jane Richards is still working on processing the appropriate paperwork.

 Mayor Paris stated he hopes this issue is taken care of by the next council meeting.

1. **CLERK’S REPORT:**
2. **2021 Budget Workshop immediately following the council meeting**

Clerk/Treasurer, Tiffany Rogers stated there will be a 2021 budget workshop immediately following the council meeting.

1. **Asotin’s Lighted Christmas Parade has been canceled**

Clerk/Treasurer, Tiffany Rogers stated the Asotin’s Lighted Christmas Parade has been cancelled.

1. **Correction to the September 28, 2020 Minutes to remove the word PUD from the Oral**

 **Communications- Public Comment section**

Clerk/Treasurer, Tiffany Rogers stated the is a correction to the September 28th minutes to

 remove the word PUD from the Oral Communications- Public Comment section. PUD

 employees nor the staff were a part of the planning for the water rate deduction as

 perceived in the minutes. However, PUD water rates were used as a comparison.

 Councilmember Weakland made a motion to approve the correction to the September 28th

 minutes. Seconded by Councilmember Cowdrey. All Ayes. There was no discussion.

 Motion carried.

**DEPARTMENTS:**

1. **POLICE DEPARTMENT:**

**This public announcement was posted in the Lewiston Morning Tribune today.**

**Driving in Snow and Ice**

The best advice for driving in bad winter weather is not to drive at all, if you can avoid it.  Don't go out until the snow plows and sanding trucks have had a chance to do their work, and allow yourself extra time to reach your destination.

If you must drive in snowy conditions, make sure your car is prepared, and that you know how to handle road conditions.  Consult your owner's manual for tips specific to your vehicle.

***Driving safely on icy roads***

* Decrease your speed and leave yourself plenty of room to stop.  You should allow at least three times more space than usual between you and the car in front of you.
* Brake gently to avoid skidding.  If your wheels start to lock up, ease off the brake.
* Turn on your lights to increase your visibility to other motorists.
* Keep your lights and windshield clean.
* Use low gears to keep traction, especially on hills.
* Don't use cruise control or overdrive on icy roads.
* Be especially careful on bridges, overpasses and infrequently traveled roads, which will freeze first.  Even at temperatures above freezing, if the conditions are wet, you might encounter ice in shady areas or on exposed roadways like bridges.
* Don't pass snow plows and sanding trucks.  The drivers have limited visibility, and you're likely to find the road in front of them worse than the road behind.
* Don't assume your vehicle can handle all conditions.  Even four-wheel and front-wheel drive vehicles can encounter trouble on winter roads.

***If your rear wheels skid...***

* Take your foot off the accelerator.
* Steer in the direction you want the front wheels to go.  If your rear wheels are sliding left, steer left.  If they're sliding right, steer right.
* If your rear wheels start sliding the other way as you recover, ease the steering wheel toward that side.  You might have to steer left and right a few times to get your vehicle completely under control.

***If your front wheels skid...***

* Take your foot off the gas and shift to neutral, but don't try to steer immediately.
* As the wheels skid sideways, they will slow the vehicle and traction will return.  As it does, steer in the direction you want to go.  Then put the transmission in "drive" or release the clutch, and accelerate gently.

***If you need to brake***

* If you have standard brakes, pump them gently.
* If you have anti-lock brakes (ABS), do not pump the brakes.  Apply steady pressure to the brakes.  You will feel the brakes pulse - - this is normal.

***If you get stuck...***

* Do not spin your wheels.  This will only dig you in deeper.
* Turn your wheels from side to side a few times to push snow out of the way.
* Use a light touch on the gas, to ease your car out.
* Use a shovel to clear snow away from the wheels and the underside of the car.
* Pour sand, kitty litter, gravel or salt in the path of the wheels, to help get traction.
* Try rocking the vehicle.  (Check your owner's manual first - - it can damage the transmission on some vehicles.)  Shift from forward to reverse, and back again.  Each time you're in gear, give a light touch on the gas until the vehicle gets going.
* If you are stranded, follow these tips.

**Winterize Your Car**

Driving in the winter means snow, sleet and ice that can lead to slower traffic, hazardous road conditions, hot tempers and unforeseen dangers.  To help you make it safely through winter, here are some suggestions from the National Safety Council to make sure that you are and your vehicle is prepared.

 ***Weather***

At any temperature - - 20 degrees Fahrenheit, below zero- or 90-degrees Fahrenheit above - - weather affects road and driving conditions and can pose serious problems.  It is important   to monitor forecasts on the Web, radio, TV, cable weather channel, or in the daily papers.

 ***Your Car***

Prepare your car for winter.  Start with a checkup that includes:

* Checking the ignition, brakes, wiring, hoses and fan belts.
* Changing and adjusting the spark plugs.
* Checking the air, fuel and emission filters, and the PCV valve.
* Inspecting the distributor.
* Checking the battery.
* Checking the tires for air, sidewall wear and tread depth.
* Checking antifreeze levels and the freeze line.

Your car should have a tune-up (check the owner's manual for the recommended interval) to ensure better gas mileage, quicker starts and faster response on pick-up and passing power.

***Necessary Equipment***

An emergency on the road can arise at any time and you must be prepared.  In addition to making sure you have the tune-up, a full tank of gas, and fresh antifreeze, you should carry the following items in your trunk:

* Properly inflated spare tire, wheel wrench and tripod-type jack
* Shovel
* Jumper cables
* Tow and tire chains
* Bag of salt or cat litter
* Tool kit

***Essential Supplies***

Be prepared with a "survival kit" that should always remain in the car.  Replenish after use.  Essential supplies include:

* Working flashlight and extra batteries
* Reflective triangles and brightly-colored cloth
* Compass
* First aid kit
* Exterior windshield cleaner
* Ice scraper and snow brush
* Wooden stick matches in a waterproof container
* Scissors and string/cord
* Non-perishable, high-energy foods like unsalted canned nuts, dried fruits, and hard candy.

In addition, if you are driving long distances under cold, snowy, and icy conditions, you should also carry supplies to keep you warm such as heavy woolen mittens, socks, a cap and blankets.

***If you Become Stranded...***

* Do not leave your car unless you know exactly where you are, how far it is to possible help, and are certain you will improve your situation.
* To attract attention, light two flares and place one at each end of the car a safe distance away.  Hang a brightly colored cloth from your antenna.
* If you are sure the car's exhaust pipe is not blocked, run the engine and heater for about 10 minutes every hour or so depending upon the amount of gas in the tank.
* To protect yourself from frostbite and hypothermia use the woolen items and blankets to keep warm.
* Keep at least one window open slightly.  Heavy snow and ice can seal a car shut.
* Eat a hard candy to keep your mouth moist.
1. **CITY ATTORNEY:** None
2. **FIRE DEPARTMENT:**

City of Asotin Fire Lieutenant, Dwayne Paris stated the city is setting a new record for calls and will be reaching over 125 calls responding to fire/ems by the end of this year compared to last year at 75 calls to service.

1. **PLANNING COMMISSION:** TBD
2. **ASOTIN MUNICIPAL COURT:**
* Next Asotin Municipal Court will be Thursday, November 19,2020 1:30pm City Hall

FOURTH THURSDAY OF THE MONTH

1. **ASOTIN DAYS:** TBD

1. **COUNCIL COMMUNICATIONS**

**COMMITTEE/LIAISON REPORTS**

**Steve Cowdrey-** Councilmember Cowdrey stated today is the 131st Birthday for Washington State born in 1889.

**Lori Loseth**- None

**Tim Ottmar-** None

**Mervin Schneider-** None

**David Weakland**- None

1. **MAYOR’S REPORT:** None

1. **RESOLUTIONS & ORDINANCES:**

 **1****.** First reading of **Ordinance #2020-857** Being an Ordinance Amending Asotin Municipal Code

 Chapter 2.06 Section 2.06.070, Public Works Committee-Areas of responsibility.

 Councilmember Weakland made a motion to approve theFirst reading ofOrdinance #2020-857

Being an Ordinance Amending Asotin Municipal Code Chapter 2.06 Section 2.06.070, Public

 Works Committee-Areas of responsibility. Seconded by Councilmember Schneider. 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 Cowdrey. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 5:42pm.

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Mayor Paris

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Clerk/Treasurer, Tiffany Rogers