

KETTLE FALLS CITY COUNCIL MEETING
OCTOBER 16, 2012

CALL TO ORDER

Mayor Slagle called the meeting to order at 7:00 p.m.

ROLL CALL

Dorothy Slagle, Ray Smith, Bonnie Bradley, Jesse Garrett, Cris Haynes and Debbie Gaskin.

STAFF/GUESTS

Staff - Charlie Schuerman, Dave Keeley, Joel Gassaway, Raena Hallam and John Ridlington.

Guests - Mary Page.

ANNOUNCEMENTS AND MAIL RECEIVED

As there were no Announcements or Mail Received, City Council moved on to Public Comment.

PUBLIC COMMENT

FAMILY SUPPORT SERVICES

Mary Page shared a success story of their family support programs with the City Council. The story regarded a single mom in an abusive relationship who sought help from Family Support Center. She received protection, housing assistance and counseling. She finished nursing school, obtained a job and now lives in the Wenatchee area. Ms. Page explained that Family Support Services is an investment in the community for generations.

HOTEL/MOTEL FUNDS

Clerk/Treasurer Raena Hallam referred to a memo she wrote dates September 14, 2012.

Memo

To: Mayor Slagle and City Council
From: Raena Hallam, Clerk/Treasurer
CC: Kettle Falls Chamber of Commerce
Date: 9/14/12
Re: Tourism Funds

The Kettle Falls Chamber of Commerce will be requesting Tourism Funds from City Council during the September 18, 2012 Council meeting. The Chamber has received a large portion of the available funds for reimbursement of advertising expenses and to purchase whiskey barrels. These reimbursements were authorized by the Mayor and paid on June 6th and 11th, 2012 for a total amount of \$1,746.20. (Sherry can provide a copy for review if needed)

At this time, there is \$300 remaining in the Tourism budget that could be available for the Kettle Falls Chamber of Commerce. If City Council approves use of the entire \$300 then the Chamber will not be required to return to City Council each time to request reimbursement.

It is my recommendation to approve the Kettle Falls Chamber of Commerce's request of \$300 and confirm the previous Tourism Funds already spent in the amount of \$1,746.20.

Council Member Jesse Garrett moved to allow the Kettle Falls Chamber of Commerce to use \$300 of the Hotel/Motel funds to help with 2012 holiday events. Council Member Ray Smith seconded the motion. Motion carried by all. Council Member Ray Smith - yes, Council Member Bonnie Bradley - yes, Council Member Jesse Garrett - yes, Council Member Cris Haynes - yes and Council Member Debbie Gaskin - yes.

CONSENT AGENDA

As there was no Consent Agenda, City Council moved on to Committee Reports.

COMMITTEE REPORTS

As there were no Committee Reports, City Council moved on to Staff Reports.

STAFF REPORT

FIRE DEPARTMENT

Fire Chief John Ridlington reported there have been 47 fires in 2012 compared to 35 fires in 2011. John stated it was a dry summer.

MISCELANEOUS PROJECTS

City Planner Dave Keeley reported that the Washington State Department of Transportation came to look at the Hwy 395 sidewalk project. They are considering helping fund the rest of the project to complete the north side sidewalks to the city limits.

City Planner Dave Keeley reported he attended a conference in Wenatchee and was approached about submitting a grant application to the CDBG for a community Center. Dave stated he has met with the library and will have a public hearing at the

next City Council meeting as part of the grant application process.

PUBLIC WORKS

City Superintendent Joel Gassaway reported the Wastewater Treatment Facility is progressing and staff training has started. The plant is expected to be operating by the end of November, 2012.

City Superintendent Joel Gassaway stated 6th Street will be closed all day Monday due to having to move a water line.

City Superintendent Joel Gassaway reported the Kettle Falls Cemetery Association has signed an agreement with the City of Kettle Falls for irrigating wastewater on cemetery property.

City Superintendent Joel Gassaway stated he needs to progress with the job description for the Wastewater Operator II position. City Council stated they would review.

NEW BUSINESS

KETTLE FALLS ROTARY UPDATE

Harry Santos and Fire Chief John Ridlington talked with City Council about their upcoming dinner auction fund raiser. Mr. Santos stated it has grown so much that it needs to be held at the Colville Ag Center to have enough room. Mr. Santos stated he had tickets for sale and all proceeds will go towards building new bathrooms at Happy Dell Park.

WATER CONTRACTS

Clerk/Treasurer Raena Hallam referred to an email requesting the wording of a contract be changed from "Terminated" to "Interrupted". City Attorney Charlie Schuerman explained that the older water contracts stated water may be terminated at any time and the newer contracts say water services may be interrupted. Charlie stated the language using the word "terminated" is much stronger, therefore he recommends not changing the language and using the word "terminated" in future contracts.

From: Travis Hoover [<mailto:Travis.Hoover@impacmail.com>]
Sent: Friday, October 12, 2012 10:46 AM
To: schambers@kettle-falls.com
Cc: Geoff E. Gerding
Subject: RE: Parcel number 1701193 (MABEN)

Hi Sherry,
Please see the attachment. The first page of the .pdf is the water contract

for my subject property located at 1080 HARBERD WAY in Kettle Falls, 99141 which was originally recorded in 1983. The second page of the .pdf is a contract for a neighboring property which was recorded in 1995. As you can see, the verbiage of the contract changed and our lender is wanting to see if we can get the contract on our house changed/updated to match that of the neighboring property.

Our contract states that the "water service provided to the second party by the City may be TERMINATED at any time by the city" whereas the neighbor contract states that the "water service provided to the second party by the City may be INTERRUPTED at any time".

Further, our contract states that the termination could be for "any other reason deemed necessary by the City for the best interest of the City and the City residents" - and the newer contract does not have that line.

Basically we would like to see if it's possible to get section 1 of our contract changed to exactly match section one of the neighbors contract. Is that possible and if so, what is the process and timeline for getting the change made? Our subject property is under contract and is scheduled to close on 10/19 which is a week from today. Please let me know what you think at your earliest possible convenience.

Best,
Travis Hoover

Loan Officer NMLS# 118538
Impac Mortgage NMLS# 128231
5885 Meadows Rd. #600

Lake Oswego, OR 97035
Cell (971) 219-6178
Toll Free (855) 434-6722
Fax (503) 214-8534
www.impac lending.com/travish
www.nmlsconsumeraccess.org



City Council made no motion to change the contract and directed Staff to use the term "Terminate" in future contracts.

OLD BUSINESS

As there was no Old Business, City Council moved on to Public Comment.

PUBLIC COMMENT

As there was no Public Comment, City Council moved on to Budget Presentations.

BUDGET PRESENTATIONS - PUBLIC WORKS, FIRE DEPARTMENT,
 CLERK/TREASURER

City Superintendent Joel Gassaway presented his 2013 budget request to City Council.

WATER DEPT.	i=HIGH PRIORITY	
CAPITAL OUTLAY		
Upgrade Electrical Falls Pump		\$45,000
<i>Carryover from 2012 Budget</i>		
Reservoir Maintenance		\$5,000
Paint Boise Reservoir		\$76,000
Well 4 Electrical Upgrade, Elec. Motor		
Overhaul		\$40,000
Matching Funds for new shop		\$150,000
6 inch Water Line & Hydrants Sandy's/CPC		\$20,000
<i>No progress to date</i>		
TOTAL Water Capital Outlay		\$336,000
SEWER DEPT.		
Matching Funds for new shop.		50,000
Ongoing outfitting of Lab/Ops building		
<i>to stay within project budget</i>		
STREET DEPT.		
CAPITAL OUTLAY		
Matching Funds for new shop		\$30,000
TOTAL Street Projects		\$30,000
<i>Stevens County will be doing chip-seal in our area in 2014. I will be looking for around \$40,000 at that time to maintain our chip-sealed streets</i>		
GARBAGE DEPT.		
Canister Replacement		\$5,000
New Garbage Truck		\$90,000
TOTAL Garbage Dept.		\$95,000
POOL		
CAPITAL OUTLAY		
ADA Lift Chair		\$5,000
Recirculation System Maintenance Items		\$700
<i>New valve, motor bearings, find leak under deck</i>		
Replace/Repair 2 sections of Concrete Deck		\$8,000
TOTAL Pool Capital Outlay		\$13,700
PARK		
No Projects Assigned, Need New Bathrooms Happy Dell Park		
MULTI-DEPARTMENTAL (Water/Sewer/Street)		
New Pickup		\$22,000
Misc. Tools		\$3,000
TOTAL Multi-departmental		\$25,000
SALARIES & BENEFITS		
Cost of Living Increase		

FIRE DEPARTMENT:

Fire Chief John Ridlington briefly reviewed the proposed 2013 Budget. The budget is anticipated to equal 2012.

	2013 DRAFT BUDGET	Joint Budget	City Share	District Share
001.522.10.10	SALARIES			
	Fire Chief Salary	\$6,500.00	\$1,950.00	\$4,550.00
	TOTAL SALARIES	\$6,500.00	\$1,950.00	\$4,550.00
001.522.10.20	BENEFITS			
	Fire Chief Benefits	\$650.00	\$195.00	\$455.00
	TOTAL BENEFITS	\$650.00	\$195.00	\$455.00
001.522.10.30	SUPPLIES			
	Batteries/Water/Misc.	\$1,500.00	\$450.00	\$1,050.00
	TOTAL SUPPLIES	\$1,500.00	\$450.00	\$1,050.00
001.522.10.32	GAS/OIL/FUEL			
	Fuel & Oil	\$4,000.00	\$1,200.00	\$2,800.00
	TOTAL GAS/OIL/FUEL	\$4,000.00	\$1,200.00	\$2,800.00
001.522.10.35	SM. TOOLS/MINOR EQUIP.			
	Helmets 6 @ \$200	\$1,000.00	\$300.00	\$700.00
	Gloves/Miscellaneous	\$3,000.00	\$900.00	\$2,100.00
	TOTAL SMALL TOOLS	\$4,000.00	\$1,200.00	\$2,800.00
001.522.10.43	TRAINING			
	Training	\$4,000.00	\$1,200.00	\$2,800.00
	Educational Materials – Kids	\$500.00	\$150.00	\$350.00
	Firemen Reimbursement	\$20,500.00	\$6,150.00	\$14,350.00
	Physicals (10 @ \$100 each)	\$1,000.00	\$300.00	\$700.00
	20 Hepatitis Shots	\$1,522.92	\$456.88	\$1,066.04
	TOTAL TRAINING	\$27,522.92	\$8,256.88	\$19,266.04
001.522.10.48	REPAIRS/MAINTENANCE			
		\$1,750.00	\$525.00	\$1,225.00
	TOTAL REPAIRS & MAINT.	\$1,750.00	\$525.00	\$1,225.00

001.522.10.49	MISCELLANEOUS			
	Annual Dinner /Hose Test	\$1,200.00	\$360.00	\$840.00
	Coats/Hats/Miscellaneous	\$500.00	\$150.00	\$350.00
	TOTAL MISCELLANEOUS	\$1,700.00	\$510.00	\$1,190.00
001.522.10.55	DISPATCH			
	Stevens County 911	\$1,000.00	\$300.00	\$700.00
	TOTAL DISPATCH	\$1,000.00	\$300.00	\$700.00
001.594.22.60	FIRE CAPITAL OUTLAY			
	Turnout Gear 5 @ \$2000	\$10,000.00	\$3,000.00	\$7,000.00
	Pagers 15 - 20	\$10,000.00	\$3,000.00	\$7,000.00
	Tax/Shipping/Miscellaneous	\$1,850.00	\$555.00	\$1,295.00
	TOTAL CAPITAL OUTLAY	\$21,850.00	\$6,555.00	\$15,295.00
001.597.34.00	HYDRANTS			
	Transfer to Water Dept.	\$1,550.00	\$465.00	\$1,085.00
	TOTAL HYDRANTS	\$1,550.00	\$465.00	\$1,085.00
	GRAND TOTAL	\$72,022.92	\$21,606.88	\$50,416.04

CLERK/TREASURER

Clerk/Treasurer Raena Hallam reviewed her 2013 budget request with City Council.

Memo

*To: Mayor Slagle & City Council
 From: Raena Hallam, Clerk/Treasurer
 Date: 10/16/12
 Re: Clerk's 2013 Budget Request*

As the end of the year approaches I do not anticipate any major changes in the budget for 2013. I will be completing the 3rd quarter reports for City Council next week with updated figures.

My 2013 Budget Request is as follows:

New Computers/Software - The funds to purchase the new computers are in the 2012 budget and the initial down payment for software is also in the 2012 budget. I have been afraid to spend the money from our savings to actually purchase them. Our computers are giving us some problems the last 3 months pertaining to low memory, so I will order them before the end of the year. After the numbers are in for the 3rd quarter I will need to review

and decide to purchase the software or ask City Council to carry it over into 2013.

Sprinklers at City Hall - There has been discussion about moving the old sprinkler system from the old Chamber office area over to City Hall. Great idea, but I can't seem to get the guy to call me back. I would like to keep \$2,500 in the 2013 budget for this project.

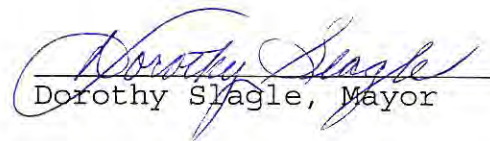
Lighting upgrade - Avista visited our office a couple weeks ago and took inventory of all of our lights in City Hall. Evidently the type of bulbs we are using will not be available in the near future. Avista is offering partial grants and incentives to upgrade all of our lights. The cost to the City will be about \$3,500. Joel is checking for me to see if in fact the bulbs we use will be discontinued immediately or if we have a couple years. If they are, then the City will need to do some lighting fixture upgrades.

Thank you and feel free to call me if you have any questions.

ADJOURNMENT

Mayor Dorothy Slagle adjourned the meeting at 8:35 p.m.

Approved:


Dorothy Slagle, Mayor

Attest:


Raena Hallam, Clerk/Treasurer