

KETTLE FALLS CITY COUNCIL MEETING
DECEMBER 11, 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, Raena Hallam, John Ridlington and Joel Gassaway.

Guests - Dorothy George, Sandra Cox, Bob Haynes, Bev & Larmie Edwards, Diane Durbin, Greg Goodnight, Travis and Deanna Hurst.

ANNOUNCEMENTS AND MAIL RECEIVED

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

PUBLIC COMMENT

UTILITY RATES

Dorothy George, 620 Narcissus, requested the Mayor and City Council review the utility Rates for low income senior citizens. Mrs. George stated she is on a fixed income and the utility rates continue to increase every year. Mrs. George explained it is not only the utility rates, but groceries, gas, electric etc. continue to increase making it difficult for senior citizens and low income families.

Mayor Dorothy Slagle explained the sewer rates were increased to cover the costs of the Wastewater Treatment Plant. Mayor Slagle stated the rate was increased the minimum amount possible and was \$4 less than expected.

SAVE THE POOL COMMITTEE

John Ridlington stated he understands the 2013 budget does not include funding to open the Kettle Falls swimming pool. John stated the Save The Pool Committee does have a considerable amount of funding left over to help with the costs if possible. John further explained the STPC can't keep doing fund raisers to keep the pool open.

Mr. Ridlington stated in the past there was discussion about creating a Parks & Recreation District but it was not pursued. If the pool is not open to at least teach swimming lessons it is the

kids that lose. Kettle Falls is located next to Lake Roosevelt and all kids should learn how to swim. Mr. Ridlington asked the Mayor and City Council to review the 2013 budget and try to open the swimming pool.

Mr. Haynes asked if there would be a possibility to enclose the swimming pool, he thought Boise Cascade would donate the materials. Seniors could use it year around creating revenue.

Mayor Slagle explained she has never stated the swimming pool would be closed forever. Due to the economy it was decided to close the pool for two years and during those two years make needed repairs. The STPC raised enough money in 2012 to open the pool and not all of the repairs were completed. There is money in the 2013 budget to finish those repairs while the pool is closed this summer. It has always been the City's goal to review the 2014 budget to open the pool as the economy improves.

Mr. Greg Goodnight explained the citizens that donated to the STPC were all told the money would be used solely to keep the pool open. Not opening the swimming pool in 2013 creates a dilemma for the STPC. Mr. Goodnight asked if the City would be open to creating a Parks & Recreation District.

Mayor Slagle stated neither she nor the city Council has enough information to make that determination. Mayor Slagle invited the STPC to prepare a presentation for City Council regarding creation of a Parks & Recreation District.

Mrs. Dorothy George commented if the City can't afford to keep the pool open, then close it down. Mrs. George explained the City is close to Lake Roosevelt and kids can swim in the river.

Mrs. Deanna Hurst stated she grew up in a lifeguard family, she is very proud of the kids and Pool Manager Diane Durbin for the excellent job they do at the swimming Pool. Mrs. Hurst stated she would hate to see the swimming pool close.

Mr. Travis Hurst stated there used to be lifeguards at Bradbury beach, but not anymore. It would be a shame not to invest in teaching kids not only how to swim, but life saving techniques. It is investing in the future.

Mr. Larmie Edwards stated the STPC is being pushed to use the extra money. Basically a use it or lose it situation.

CONSENT AGENDA

APPROVAL OF THE NOVEMBER 20, 2012 CITY COUNCIL MINUTES AND NOVEMBER VOUCHERS & PAYROLL

Council Member Ray Smith moved to approve the Consent Agenda. Council Member Debbie Gaskin 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.

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 several fires lately, but not in the City limits. John stated Boise had a stubborn fire in the hog fuel bin.

Fire Chief John Ridlington stated he has been busy working with the City of Marcus annexation into Stevens County Fire District #6.

WASTEWATER TREATMENT FACILITY

City Superintendent Joel Gassaway reported the Wastewater Treatment Facility is up and running. There is a lot of fine tuning and the Lab Ops building still needs a lot of work.

Mayor Slagle stated it is time to start thinking about having a Grand Opening for the Wastewater Treatment Facility.

NEW BUSINESS

RESOLUTION NO. 12-06 - A RESOLUTION ESTABLISHING THE WATER UTILITY BUSINESS AND OCCUPATION RATE FOR FISCAL YEAR 2013

RESOLUTION NO. 12-06

A RESOLUTION ESTABLISHING THE WATER UTILITY BUSINESS AND OCCUPATION RATE FOR FISCAL YEAR 2013.

WHEREAS, Ordinance #1426 of the City of Kettle Falls requires the annual review of the water utility business and occupation tax rate; and

WHEREAS, the City Council at its regular meeting on December 11, 2012 reviewed the above mentioned rate, now therefore,

BE IT RESOLVED pursuant to the requirements of Kettle Falls Municipal Code Ordinance #1426, the Council of the City of Kettle Falls establishes the Water Utility Business and Occupation rate beginning January 1, 2013, as eleven percent (11%) of the gross water utility fees paid to the Water Fund (401), which shall be paid monthly into the Current Expense Fund. Beginning January 1, 2013 five percent (5%) of that eleven percent (11%) shall be transferred monthly into the Street Fund.

Passed and adopted by the City Council of the city of Kettle Falls, Washington, at their regular council meeting on December 11, 2012.

Council Member Debbie Gaskin moved to approve Resolution No. 12-06. Council Member Cris Haynes 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.

RESOLUTION NO. 12-07 - A RESOLUTION ESTABLISHING THE AMOUNT OF COMPENSATION TO BE PAID TO THE CLERK/TREASURER

RESOLUTION NO. 12-07

A RESOLUTION ESTABLISHING THE AMOUNT OF COMPENSATION TO BE PAID TO THE CLERK/TREASURER

WHEREAS, pursuant to Kettle Falls Municipal Code (KFMC) 2.08.040 compensation for the Clerk/Treasurer shall be set by resolution; and

WHEREAS, the Council of the city of Kettle Falls has determined to adjust the compensation of the Clerk/Treasurer effective January 1, 2013 now therefore

BE IT RESOLVED by the Council of the city of Kettle Falls that the compensation for the Clerk/Treasurer position shall be \$48,236.96 per year beginning January 1, 2013, paid in monthly installments twice per month.

Approved by the City Council at their regular council meeting held on December 11, 2012.

Council Member Jesse Garrett moved to approve Resolution No. 12-07. 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.

RESOLUTION NO. 12-08 - A RESOLUTION ESTABLISHING RESERVED FUNDS FOR FISCAL YEAR 2012

RESOLUTION NO. 12-08

A RESOLUTION ESTABLISHING RESERVED FUNDS FOR FISCAL YEAR 2012.

WHEREAS, The Washington State Auditor's Office informed the Clerk/Treasurer during their regularly scheduled audit of requiring all internal reserved funds be formally identified by the City Council

WHEREAS, The Washington State Budgeting and Accounting and Reporting System (BARS) manual requires all reserved funds for internal commitments be imposed by formal adoption of the City Council;

WHEREAS, the Kettle Falls City Council has identified a portion of the sewer utility base rate to be reserved for the purpose of building, operation and debt reduction of the Wastewater Treatment Facility;

BE IT RESOLVED pursuant to the requirements of Washington State BARS manual Part 1, Chapter 3, the Council of the City of Kettle Falls reserves \$32 of each sewer utility base rate from January 1, 2012 through November 15, 2012 and \$40 from November 16, 2012 through December 31, 2012 for the purpose of the Wastewater Treatment Facility;

Passed and adopted by the City Council of the city of Kettle Falls, Washington, at their regular council meeting on December 11, 2012.

Clerk/Treasurer Raena Hallam explained during the 2012 audit it was brought to her attention that reserved funds are not necessarily reserved unless it is set forth by legislation or City Council. Raena stated Resolution No. 12-08 is for 2012 and Resolution 12- 09 is for fiscal year 2013.

Council Member Ray Smith moved to approve Resolution No. 12-08. Council Member Bonnie Bradley 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.

RESOLUTION NO. 12-09 - A RESOLUTION ESTABLISHING RESERVED FUNDS FOR FISCAL YEAR 2013

RESOLUTION NO. 12-09

A RESOLUTION ESTABLISHING RESERVED FUNDS FOR FISCAL YEAR 2013.

WHEREAS, The Washington State Budgeting and Accounting and Reporting System (BARS) manual requires all reserved funds for internal commitments be imposed by formal adoption of the City Council;

WHEREAS, the Kettle Falls City Council has identified a portion of the sewer utility base rate to be reserved for the purpose of building, operation and debt reduction of the Wastewater Treatment Facility;

BE IT RESOLVED pursuant to the requirements of Washington State BARS manual Part 1, Chapter 3, the Council of the City of Kettle Falls reserves \$40 of each sewer utility base rate from January 1, 2013 through December 31, 2012 for the purpose of the Wastewater Treatment Facility;

Passed and adopted by the City Council of the city of Kettle Falls, Washington, at their regular council meeting on December 11, 2012.

Council Member Debbie Gaskin moved to approve Resolution No. 12-09. 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.

KETTLE FALLS HISTORICAL CENTER ADDITION



City Superintendent Joel Gassaway explained the Kettle Falls Historical Center wishes to build an addition to their building. Usually a caretaker stays in an RV hooked up to City water during the summer months while the Historical Center is open.

In order to obtain a building permit the Historical Center is requesting a letter from the City stating it will provide water. City Council gave City Superintendent Joel Gassaway permission to write the letter.

WWTP CHANGE ORDER NO. 4

Form 5 Change Order Form

Change Order No. 4

Date of Issuance:	November 6, 2012	Effective Date:	
Project: Kettle Falls WWTP	Owner: City of Kettle Falls	Owner's Contract No.:	KF-W11
Contract: Kettle Falls WWTP		Date of Contract:	June 8, 2011
Contractor: IMCO General Construction		Engineer's Project No.:	N/A
The Contract Documents are modified by the following Change Order Proposals upon execution of this Change Order:			
ECOP22 Cemetery Irrigation Mainline			28,098.00
ECOP23 Raise Infiltration Basin 1 Inlet Piping			17,041.00
ECOP24 Sludge Lagoon Over Excavation			20,124.00
ECOP25 Sludge Removal In Infiltration Basins 3 and 4			7,988.00
ECOP26 Junction Box for Septage Receiving			3,792.00
ECOP27 Irrigation Control Box Power			1,176.00
ECOP30 Kifer Rocks for Landscaping			1,352.00
ECOP31 Power to Motor Mixer Heaters			2,569.00
CCOP7 Alternate Lagoon Bottom and Ramp Deletion			19,020.00
Total Change Order No. 4			101,160.00
Attachments: (List documents supporting change): ECOPs 22,23,24,25,26,27,30,31; CCOP7;			
CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIMES:	
Original Contract Price:	\$9,717,630.38	Original Contract Times:	<input type="checkbox"/> Working days x <input checked="" type="checkbox"/> Calendar days
[Increase] [Decrease] from previously approved Change Orders		Substantial completion (days or date): 590 days	
No. <u>1</u> to No. <u>3</u>		Ready for final payment (days or date): 28 days	
-\$71,930.17 (with tax)		[Increase] [Decrease] from previously approved Change Orders	
Contract Price prior to this Change Order:		No. <u>1</u> to No. <u>3</u>	
\$9,645,700.21 (with tax)		Substantial completion (days): 3	
[Increase] [Decrease] of this Change Order:		Ready for final payment (days): 0	
\$101,160.00		Contract Times prior to this Change Order:	
Sales Tax at 7.6% on this Change Order		Substantial completion (days or date): 593 days	
\$7,688.16		Ready for final payment (days or date): 28 days	
[Increase] [Decrease] of this Change Order:		Contract Times with all approved Change Orders:	
Contract Price with this Change Order:		Substantial completion (days or date): 13	
\$9,754,548.37		Ready for final payment (days or date): 0	
		Substantial completion (days or date): 606 days	
		Ready for final payment (days or date): 28 days	
RECOMMENDED:	ACCEPTED:	ACCEPTED:	
By: 	By: _____	By: 	
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Date: 11/30/12	Date: _____	Date: 11/28/12	
Approved by WADOE:	By: _____	Date: _____	
Approved by CDBG (if req'd):	By: _____	Date: _____	

Mayor Slagle explained Change Order No. 4 is a compilation of smaller change orders she has approved.

Council Member Jesse Garrett moved to adopt Change Order No. 4 for the Wastewater Treatment Plant. 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.

OLD BUSINESS

WASTEWATER OPERATOR I SALARY

City Superintendent Joel Gassaway presented a memo to City Council asking their approval of a temporary wage increase.

MEMO

From: Joel
To: Mayor and City Council
Date: November 30, 2012
Subject: Temporary Wastewater Position

Rod Sly is going to fill in as our secondary wastewater technician at the new treatment plant until we hire someone to fill the position permanently. Beginning in December, Paul and Rod will be spending most of their time at the plant preparing for startup scheduled for December 10. Paul and Rod will coordinate their schedules to provide for 24 hour on-call monitoring, 7 days a week. I would like to request that Rod's wage be temporarily increased to \$19.90/Hr. (from \$19.02) during this transitional period.

Council Member Ray Smith moved to increase Crewman Rod Sly's wage to \$19.90 per hour while he is working as a Wastewater Operator I. Council Member Bonnie Bradley 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.

NEW GARBAGE TRUCK

City Superintendent Joel Gassaway stated the cost of a new garbage truck will be increasing by 5% at the first of the year. Joel stated the garbage truck is in the 2013 budget and asked for member-bonnie bradley - yes, council member jesse garrett - yes, council member cris haynes - yes and council member debbie gaskin - yes.

PUBLIC COMMENT


As there was no Public Comment, City Council moved on to Adjournment

As there was no Public Comment, City Council moved on to Adjournment


ADJOURNMENT

Mayor Dorothy Slagle adjourned the meeting at 8:31 p.m.

Approved:


Dorothy Slagle, Mayor

Attest:


Raena Hallam, Clerk/Treasurer