

KETTLE FALLS CITY COUNCIL MEETING
OCTOBER 15, 2013

CALL TO ORDER

Mayor Slagle called the meeting to order at 7:00 p.m. and led the audience in the pledge of allegiance.

ROLL CALL

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

Council Member Bonnie Bradley was absent.

STAFF/GUESTS

Staff - Dave Keeley, Chris Courchene, Joel Gassaway, Raena Hallam and Charlie Schuerman.

Guests - Suzi Fode, Dianna Michaels, Linda Kendle and Dave Gordon.

ANNOUNCEMENTS AND MAIL RECEIVED

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

PUBLIC COMMENT

FAMILY SUPPORT CENTER

Suzi Fode, Assitant Director of Family Support Services discussed with City Council the importance of their organization to the Kettle falls community. Ms. Fode asked City Council for their continued support in the 2014 budget of \$3,000.

Volunteer Linda Kendle and Youth Coordinator Dave Gordon discussed their time spent volunteering for Family Support Services. Family Support Services currently has 49 volunteers.

Mayor Slagle thanked Family Support Services for the work throughout the community.

CONSENT AGENDA

CITY COUNCIL MINUTES FOR SEPTEMBER 17, 2013

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 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 REPORTS

SECRETARY/CLERK POSITION

Clerk/Treasurer Raena Hallam reported interviews for the Secretary Clerk position has started and expect to fill the position soon.

BUDGET WORKSHOP REMINDER

Clerk/Treasurer Raena Hallam reminded City Council of the budget workshop scheduled for October 22, 2013 at 6:30 p.m.

SEPTAGE RECEIVING PUMP

City Planner Dave Keeley reported the septage receiving pump installed at the Wastewater Treatment Plant is too small. The Dept. of Ecology has approved replacement of the pump, but it must go through the bid process. The City is not able to do the labor of installing the pump ourselves. Dave further stated the City will receive a \$1,400 credit towards purchasing a new pump.

LIBRARY SURVEY

City Planner Dave Keeley reported the phone surveys for the library expansion project started last week. 9 volunteers will be calling in hopes of obtaining 300 completed surveys.

NEW BUSINESS

MEYERS STREET RESURFACING PROJECT

City Planner Dave Keeley reported Stevens County engineering design did not account for enough asphalt to complete the project. The design is 550 tons short of what is needed. The cost for the additional asphalt will be approximately \$35,000.

City Planner Dave Keeley stated the design also did not include enough of the fiberglass cloth to cover existing cracks. The design is about 400 square yards short of what is needed. This will be an additional cost of about \$4,000.

City Planner Dave Keeley also reported the subcontractor responsible for laying the fiberglass cloth is not responding to phone calls from Knife River.

City Planner Dave Keeley stated to take care of the above mentioned issues will cost the City an additional \$39,000. To move forward

with the project City Council will need to authorize expending the additional funds.

Council Member Jesse Garrett moved to amend the Meyers Street Resurfacing Project in the amount of \$39,000. Council Member Ray Smith seconded the motion. Motion carried by all. Council Member Ray Smith - yes, Council Member Jesse Garrett - yes, Council Member Cris Haynes - yes and Council Member Debbie Gaskin - yes.

LIBRARY PARKING LOT

City Planner Dave Keeley stated the Kettle Falls Library would like to have their parking lot paved. Dave stated has Knife River quoted \$7,590 to complete the project. Dave explained this cost can't be included for reimbursement as part of the Meyers Street Project.

Council Member Jesse Garrett moved to authorize the library to spend \$7,590 from the Library Reserve Fund to pave the parking area. Council Member Debbie Gaskin seconded the motion. Motion carried by all. Council Member Ray Smith - yes, Council Member Jesse Garrett - yes, Council Member Cris Haynes - yes and Council Member Debbie Gaskin - yes.

2014 BUDGET REQUESTS

POLICE DEPARTMENT

Police Chief Chris Courchene presented his 2014 budget request to the City Council.

KETTLE FALLS POLICE DEPARTMENT					
BUDGET WORKSHEET FOR THE YEAR 2014					
		2011	2013	2014	
1)	521.10.11	Salaries & Wages	\$255,000.00	193,000.00	264,000.00
2)	521.10.12	Overtime	15,000.00	15,000.00	20,000.00
Total Salary & Wages			\$270,000.00	\$208,000.00	\$284,000.00
3)	521.10.21	Personnel Benefits	97,000.00	68,000.00	94,000.00
4)	521.10.23	Uniform Allowance	5,200.00	5,200.00	5,200.00
5)	521.10.24	LEOFP 1-Medical Reim.	2,800.00	1,750.00	0
Total Personnel Benefits			\$105,000.00	\$74,950.00	\$99,200.00
6)	521.10.21	Office Supplies	2,900.00	2,750.00	\$2,900.00
7)	521.10.32	Gas/Oil/Fuel	11,000.00	13,000.00	13,000.00
8)	521.10.35	Small Tools/Minor Equipment	1,500.00	750.00	1,600.00
Total Supplies			\$15,400.00	\$16,500.00	\$17,400.00
9)	521.10.41.01	Civil Service Commission	300.00	500.00	500.00
10)	521.10.41.02	Investigation Services	750.00	500.00	1,200.00
11)	521.10.42	Communication	12,500.00	12,000.00	12,000.00
12)	521.10.43	Travel	3,000.00	2,500.00	2,500.00
13)	521.10.46	Insurance	3,056.00	3,800.00	3,800.00
14)	521.10.47	Utility Services	4,500.00	4,000.00	4,000.00
15)	521.10.48	Repair & Maintenance	4,500.00	6,000.00	6,000.00
16)	521.10.49.01	Miscellaneous	1,350.00	500.00	1,000.00
17)	521.10.49.02	CWP-Fingerprints/FBI Checks	300.00	350.00	500.00
Total Other Services & Charges			\$30,256.00	\$30,150.00	\$31,500.00
18)	521.10.51.01	Jail Services	34,500.00	36,000.00	42,000.00
19)	521.10.55	Dispatch Services	20,183.00	27,272.00	27,300.00
20)	521.10.56	Stevens County Detective Services	500.00	1,900.00	2,090.00
Total Intergovernmental Services			55,183.00	\$65,172.00	\$71,390.00
TOTAL LAW ENFORCEMENT			\$475,839.00	\$394,772.00	\$503,490.00

Explanation of Increased Budget (Request Yr. "2014")
 Kettle Falls Police Department

- #1 – Salaries & Wages
 In need of another patrol officer. Not enough personnel to cover shifts. Constant complaints from citizens for lack of coverage. Also asking for 10% cost of living increase for entire department. Wages have not increased for over 5 years – although the cost of living increases every year.
- #2 – Overtime
 Department is having to do more with less. Desperate need for more overtime just for shift coverage alone.
- #3 – Personnel Benefits
 Personnel Benefits would automatically increase with wages.
- #6 – Office Supplies
 This line item was decreased for 2013 and will now end in a negative number. Need the original amount put back in due to the increase in supply cost.
- #8 – Small Tools, Minor Equipment
 In the event that we have an active shooter situation, our department is severely lacking in equipment to respond to it.
- #10 – Investigation Services
 In the process of taking on a few Reserve Officers and need this line item increased to cover background check fees.
- #16 – Miscellaneous
 See #6 and #8 above – same circumstance.
- #17 – CWP-Fingerprints/FBI Checks
 Concealed Weapon Permit sales tripled for 2013. Line item needs increased to cover Fingerprint check fees.
- #18 – Jail Services
 Now that each agency is responsible for the medication fees and/or medical care that occurs while an inmate is incarcerated, the jail budget needs to be increased to cover these extra cost.
- #20 – SC Detective Services
 See attached quote from Stevens County on increase of fees.

- Item #1. Tires & Maintenance for Patrol Vehicles
 Tires + mounting and balancing\$2,000.00
 3 Vehicles overdue for 60K check.....\$4,500.00
- Item #2. Ammunition
 Estimated cost\$2,000.00
- Item #3. Portable Radios
 See Attached Bid.....\$4,741.80
- Item #4. Ballistic Vests
 Expired Vests need replaced\$3,000.00
- Item #5 LEA Program
 Equipment\$400.00
- Item #6 Property Room "A" Credited
 SEP Consultants\$600.00
- Item #7 Building Maintenance & Awning Repair
 Outside of Building needs painted & Awning needs repaired
 Estimated cost.....\$2,000.00

PUBLIC WORKS DEPARTMENT

City Superintendent Joel Gassaway reviewed his 2014 Budget request with City Council.

UTILITY DEPARTMENTS
BUDGET PROPOSAL 2014

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WATER DEPT.

Budget Update 10/14/13. Unanticipated expenditures in 2013 included New motor and rebuilt pump for Well # 2 (\$69,750) and repairs and upgrades to pump control system (\$4,700).

CAPITAL OUTLAY

Pump Station for Well #6 (Drilled in 2008)	\$120,000.00	
Well 6 Cleaning and Development	\$20,000.00	
<i>Prior to installation of pump we will video inspect well to determine if pre-cleaning is needed and</i>		
Upgrade Electrical Falls Pump	\$55,000.00	
<i>This item has been in the budget since 2012 (\$45,000). Archeological concerns from the Park Service set us back while we waited for a new work permit. That permit was granted on Sept 19th but is now on hold due to Federal shutdown. Because of the long delay and price increases we are going to re-advertise for proposals on the electrical work. I have increased budget request amount to cover price increases and archeological monitoring.</i>		
Reservoir Maintenance	\$5,000.00	
Paint Boise Reservoir	\$76,000.00	Info Only
<i>\$81,000 was put in 2013 budget for these two items. We spent \$29,344 on repainting Boise Reservoir. I am requesting \$5,000 for 2014.</i>		
Well 4 Electrical Upgrade, Elec. Motor Overhaul	\$40,000.00	Info Only
<i>Well 4 motor has been overhauled. Waiting on contractor to complete remaining electrical work. Project should come in under \$16,000 total and be completed this year.</i>		
6 inch Water Line & Hydrants Sandy's/CPC	\$20,000.00	
<i>No progress to date</i>		
TOTAL Water Capital Outlay	\$220,000.00	
Lift Station Cleaning	\$1,000.00	
WWTP Construction Budget		
<i>We are still shopping for a vehicle with snow plow for the treatment plant and additional furnishings/equipment for the lab/ops with the WWTP Construction Budget</i>		

UTILITY DEPARTMENTS
BUDGET PROPOSAL 2014

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STREET DEPT.

Budget Update 10/14/13. Meyers St. Repaving is in progress. Dave has applied for TIB funds to cover the City's match. If successful, the project will not impact the City budget (other than borrowing several years ahead from County maintained STP Account.)

CAPITAL OUTLAY

Chip-seal city streets	\$30,000.00	
<i>We have applied for TIB funds which will fully fund all of our high priority chip-seal projects plus chip-sealing of all of 9th Ave. from Oak to W. 400 block in 2014. In case we don't receive grant money, we will still have chip sealing that needs to be done.</i>		
Storm Drain Cleaning	\$1,000.00	
Misc. Paving Projects	\$10,000.00	
<i>Various locations such as: W 5th by the Post Office, E 6th by Dist 6 Fire Hall, Evergreen Dr. City crew can prepare, Knife River can pave.</i>		
TOTAL Street Projects	\$31,000.00	
Canister Repair and Replacement	\$6,000.00	
TOTAL Garbage Dept.	\$6,000.00	
ADA Lift Chair <i>(If pool opens)</i> Replace/Repair 2 sections of Concrete Deck <i>(If pool doesn't open)</i>	\$8,000.00	
TOTAL Pool Capital Outlay	\$8,000.00	
New Bathroom Project HDP (Misc. Costs)	\$2,000.00	
TOTAL Parks	\$2,000.00	
New Pickup	\$25,000.00	
Misc. Tools	\$3,000.00	
TOTAL Multi-departmental	\$28,000.00	
Cost of Living Increase		

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 Adjournment.

ADJOURNMENT

Mayor Dorothy Slagle adjourned the meeting at 8:48 p.m.

Approved:

Dorothy Slagle, Mayor

Attest:

Raena Hallam, Clerk/Treasurer