

KETTLE FALLS CITY COUNCIL MEETING
AUGUST 16, 2016

CALL TO ORDER

Mayor Dorothy Slagle called the meeting to order at 7:00 p.m. and led the audience in the Pledge of Allegiance.

ROLL CALL

Steve Hedrick, Dorothy Slagle, Jesse Garrett, Dale Drake and Debbie Gaskin.

STAFF

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

GUESTS

Guests - Janet Madlin and Larry Kulesza.

ANNOUNCEMENTS AND MAIL RECEIVED

EXECUTIVE SESSION

Mayor Dorothy Slagle announced there would be an executive session at the end of the meeting for approximately ten minutes. The executive session is in accordance with RCW 42.30.100(g) *To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...*.

PUBLIC COMMENT

130 E. 3rd AVENUE, SEWER RATE - SUSAN BROWN

Clerk/Treasurer Raena Hallam stated Ms. Susan Brown was unable to attend the City Council meeting but did submit a letter asking City Council to reduce her Sewer ERU's.

Council Member Dale Drake moved to reduce the sewer billing for 130 E. 3rd Avenue to one ERU. Council Member Steve Hedrick seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes, Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

Council Member Jesse Garrett stated this change to the sewer billing is not retroactive.

CONSENT AGENDA

CITY COUNCIL MINUTES FOR AUGUST 2, 2016

Council Member Steve Hedrick moved to approve the Consent Agenda. Council Member Jesse Garrett seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

COMMITTEE REPORTS

COUNCIL MEMBER JESSE GARRETT

Council Member Jesse Garrett stated he is currently very busy working on a project for his job and will not always be available for City Council meetings and Committee meetings. He will be more available after completion of the project in a few weeks.

STAFF REPORTS

FIRE DEPARTMENT

Fire Chief John Ridlington stated the department assisted Fire District #13 today for a fire near Williams Lake. John stated a fire truck was sent to Union Town to assist with a fire in that area also.

KETTLE FALLS LIBRARY

Library Manager Katy Pike reported over 100 signed up for the summer reading program. Katy stated the mobius program had over 80 attend and was a great success.

Library Manager Katy Pike announced local author Lynn Schott will be hosting a book signing this Thursday.

Library Manager Katy Pike stated they are receiving more inquiries about using the community center.

NEW BUSINESS

225 E. 3rd AVENUE

City Planner Dave Keeley explained Mr. and Mrs. St. Pierre own the four plex behind the old liquor store. St. Pierre's built a pole barn behind the four plex supposedly for storage, but they are actually living in the pole barn. A building permit was never obtained for the finished apartment inside the pole barn, they have never paid hookup fees for water and sewer and have

never paid a monthly bill. They have lived in the apartment for over 8 years.

Mayor Dorothy Slagle stated she met with staff to discuss the issue and how to get it resolved and staff has recommended the following:

Staff Recommendations:

August 16, 2016

A proposed remedy to correct the violation at 225 E 3rd Ave.

1. Treat the unpermitted apartment located inside the pole barn as a 5th apartment unit to the existing 4-plex located on the same parcel.
2. Require St. Pierre to acquire the necessary Building Permit, Plumbing Permit and Mechanical Permit. Impose a \$250 penalty in addition to the Building Permit fee.
3. Inspect the apartment to ensure it meets code. If apartment meets code, issue a Certificate of Occupancy. If apartment does not meet code, outline the discrepancies that are necessary to meet code and a fixed date to correct.
4. Charge the proper water and sewer connection fee for hookup of the 5th apartment unit (Water connection fee: \$600, Sewer connection fee: \$50).
5. Adjust the ERU's for this property to reflect 5 units and back charge the 5th unit for a period of 6 years (RCW 4.16.040(2)).
6. City Council to direct City Attorney to draft a letter outlining the discrepancies and corrections.

Council Member Jesse Garrett moved to accept staff recommendations and direct City Attorney Charlie Schuerman to draft a letter to Mr. and Mrs. St. Pierre. Council Member Debbie Gaskin seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

PROVISIONAL POLICE OFFICER

Mayor Dorothy Slagle stated it has been almost a year since Police Officer Tim Dollar was in a car accident. She has directed staff to pursue vacating Officer Dollar's position or determine when he will be able to return to work.

Mayor Slagle explained to City Council she would like to appoint Ms. Crystal Lofts as a full time provisional police officer, but Ms. Lofts would need benefits in order to leave her current employment.

Council Member Dale Drake asked if Ms. Lofts would be taking a leave of absence from her current employment. Ms. Lofts stated no, she would like to leave her current employment with Stevens County to work for the City of Kettle Falls, but to do that she would need benefits for her and her children.

Ms. Janet Madlin stated this summer a shooting occurred in her neighborhood and Ms. Lofts came to her house and was very professional. Ms. Madlin stated hiring Ms. Lofts would be an excellent addition to the department.

Council Member Dale Drake moved to confirm the Mayors appointment of Crystal Lofts as a provisional Police Officer for a period of four months. Council Member Jesse Garrett seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

CITY SUPERINTENDENT JOB DESCRIPTION

Clerk/Treasurer Raena Hallam asked City Attorney Charlie Schuerman if the job description states *Public Works Superintendent* instead of *City Superintendent* do all of the ordinances need to be changed accordingly. After discussion, it was decided to call the position Public Works City Superintendent.

Council Member Dale Drake asked if anyone on staff had the current certifications required for the position. City Superintendent Joel Gassaway stated yes two employees, almost three have certifications required for the position.

City Superintendent Joel Gassaway stated the Department of Health works with cities who hire management level employees who need their certifications as soon as possible.

Council Member Dale Drake stated the job description requires computer skills and asked what the test was. Clerk/Treasurer Raena Hallam stated there is not test for computer skills as part of the hiring process.

Council Member Dale Drake stated the City Crew is upset about being required to live within five miles and one of the reasons they are going union. Dale asked if this could be changed.

Council Member Jesse Garrett stated it is required for response time.

City Attorney Charlie Shuerman stated it is a job requirement to be within the five miles.

Council Member Jesse Garrett moved to approve the Public Works City Superintendent Job Description. Council Member Dale Drake seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

NUISANCE PROPERTIES

Mayor Slagle stated she discussed nuisance properties with staff this week. During that discussion it was determined the Public Works Department would mark the right of way with tape or marking paint showing the right of way boundary. Residents of the streets that are marked will receive a letter stating no vehicles, junk or debris may be kept in the right of way. Mayor Slagle stated she hopes this will help neighbors help neighbors clean up properties on their block.

Ms. Janet Madlin stated the Adventist Church will help some individuals clean their properties. Mr. Larry Kulesza stated he remembers the previous City Attorney Patrick Monasmith telling Council the ordinance was not enforceable as written. Larry stated it would be easier to change the ordinance now.

City Planner Dave Keeley stated this process is based on RCW's not the ordinance.

WATER SYSTEM PLAN AMENDMENT NO. 2

City Superintendent Joel Gassaway explained the Water System plan needed updated in response to the agreement with Mission Ridge. Basically it needed updated to reflect that the City is using their water right in a different location than previously stated in the water system plan.

Council Member Steve Hedrick moved to approve the Water System Plan Amendment No. 2. Council Member Jesse Garrett seconded the motion. Motion carried by all. Council Member Steve Hedrick - yes, Council Member Jesse Garrett - yes Council Member Dale Drake - yes and Council Member Debbie Gaskin - yes.

OLD BUSINESS

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

PUBLIC COMMENT

DOGS ON LEASH

Mr. Larry Kulesza told a story to City Council about walking his dogs in the Locust Grove area and being threatened by dogs not on a leash. Larry questioned if he is in Happy Dell Park and himself or his dog is attacked by dogs not on a leash what are the legal rights he has to defend himself. Larry suggested the City put signage up at Happy Dell Park stating dogs should be on a leash.

EXECUTIVE SESSION

Mayor Slagle stated the City Council would now go into Executive Session to discuss qualifications of an applicant for public employment. The executive Session would last approximately ten minutes.

City Council entered into Executive Session at 8:22 p.m.

Clerk/Treasurer Raena Hallam notified the public the Executive Session would be another 5 minutes.

City Council returned to the regular meeting at 8:36 p.m.

ADJOURNMENT

Mayor Dorothy Slagle adjourned the meeting at 8:36 p.m.

Approved:

Dorothy Slagle, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer