

**KETTLE FALLS CITY COUNCIL MEETING**  
**OCTOBER 18, 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, Raena Hallam, John Ridlington, Dave Keeley and Dave Willey.

**GUESTS**

Guests -Larry Kulesza, Mike Fuentes, Jim and Fumiko Harberd.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

**APOLLO SOLUTIONS GROUP - ENERGY EVALUATION**

Mike Fuentes of Apollo Solutions Group briefly discussed with City Council the possibility of Apollo Solutions Group doing an energy evaluation for City owned facilities. Mr. Fuentes explained there are five steps to the process and the first two steps would not cost the City any money.

The first step would be the concept introduction which would include City Council giving approval for Apollo Solutions Group to do an energy evaluation. The second step is the preliminary analysis. This step includes a preliminary walk through, data collections and a preliminary report that identifies goals and objectives.

Mr. Fuentes continued to explain the third step would be the City Council picking a project from the preliminary report and pursuing grant funds to obtain that goal. The fourth step would be the design and construction of the project and the last step is measurement and verification that the goal was accomplished.

Mr. Fuentes stated there could be three outcomes, one the City doesn't want an energy evaluation at all. Second the City

chooses to do the energy evaluation, but chooses not to do a project at this time. Third, the City does an energy evaluation, chooses a project and rolls Apollo Solutions Group fees into the construction costs.

Council Member Steve Hedrick moved to approve Apollo Solutions Group complete the first two steps of the process of an energy evaluation with no cost to the City. 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.

#### **CONSENT AGENDA**

#### **CITY COUNCIL MINUTES FOR SEPTEMBER 6, 2016 AND OCTOBER 4, 2016**

Council Member Jesse Garrett moved to approve the Consent Agenda. 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.

#### **COMMITTEE REPORTS**

##### **FIRE DEPARTMENT**

Council Member Debbie Gaskin stated Stevens County Fire District #6 adopted a new Policies and Procedures Manual for the fire department.

##### **HAPPY DELL PARK RESTROOMS**

Council Member Steve Hedrick stated he was approached by the Kettle Falls Youth Sports organization to open the bathrooms at Happy Dell Park during practices and games.

Public Works Superintendent Dave Willey stated the bathrooms were closed due to vandalism and have been winterized for the winter. DAVE stated the City has to rent a machine to winterize the lines and if they are open the City would have to rent the machine again.

Fire Chief John Ridlington stated City staff needs to let people who rent the concession stand know that they can't put anything down the drains after they have been winterized.

**STAFF REPORTS**

**FIRE DEPARTMENT**

Fire Chief John Ridlington stated Stevens County Fire District #13 burned an old house in the Evans area and used the opportunity for training.

Fire Chief John Ridlington reported pump tests were performed on all City and District fire trucks. All of the City trucks passed, one District truck did not pass.

Fire Chief John Ridlington stated Stevens County Fire District #6 adopted the new policy and Procedures Manual. John stated the City could adopt the same policy, make revisions then adopt or completely write a City policy from scratch.

**KETTLE FALLS LIBRARY BOARD APPOINTMENT**

Library Manager Katy Pike reported Valda Pancoast has written a letter of interest to serve on the Kettle Falls Library board.

845 S.Meyers  
P.O.Box 1090  
Kettle Falls, Wa 99141  
October 15, 2016

Mayor Dorothy Slagle  
Kettle Falls City Council

To Whom It Concerns:

I am interested in serving on the Kettle Falls Public Library Advisory Board because I believe a good library is very important for a community. Although I am new in town, having moved here in the spring of 2015, I am not new to community service. I organized and served on Neighborhood Watch programs in Wheat Ridge, Colorado ( a NW suburb of Denver) was active in Boy Scouts through the Cub Scouts and served on the Cultural Committee for the Wheat Ridge City Council. While my children were in school, I was active in the PTA and volunteered to help with musical programs at school. Through my work with the Cultural Committee, I helped organize both literary and musical events and staffed booths for the Carnation Festival.

I regularly use the Kettle Falls library for recorded books and movies and attend the book discussion group that meets there once a month. I read one or two books a week, so I need access to a lot of reading material. I've also needed the library's computers and happily noticed all the young people, including my grandson, who use them. A good library is absolutely necessary for good citizens of all ages!

Thank you for your consideration.

Sincerely yours,



Council Member Jesse Garrett moved to appoint Valda Pancoast to the Kettle Falls Library Board. 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.

**NEW BUSINESS**

**JIM HARBERD - WATER LINE EXTENSION**

Mr. Jim Harberd stated he applied for water hookups six months ago but Bonneville Power Company is dragging its feet about giving him an easement. Mr. Harberd requested a six month extension to develop his water hookups.

Council Member Dale Drake moved to allow Mr. Harberd an additional six months to develop his water hook ups. 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.

**PUBLIC WORKS ALARM SYSTEM UPGRADES**

Public Works Superintendent Dave Willey distributed a map showing the line of travel for the radio frequency for the Public Works Alarm System. This system sends out an alarm for trouble at the wells, reservoirs and sewer lift stations.

**PROPOSAL FOR IMPROVING THE COMMUNICATION BETWEEN THE WELLS AND THE RESERVOIRS:**

509-738-6700  
(FAX) 509-738-3052  
Public Department

Currently, the alarm system doesn't directly communicate to the Public Works Building, which is forcing us to disable the Boise alarm system (refer to red line on map). If the alarm was not disabled it would be going off continually due to the communication error between the wells and the reservoirs. This causes problems, such as a broken line. If there was a broken line, we wouldn't know about it until the lower water alarm went off on the upper reservoir (Blue Tank) and we could lose up to 500 thousands of gallons of water.

The proposal is to correct this by updating the transmitters and moving the receiver into a direct location, which is the Public Works Building (refer to blue lines on map). By doing this it will allow us to be more efficient by knowing when to respond to the alarms and to be able to fix the issue before it gets out of hand.

**PROPOSAL FOR HOOKING WELL 6 UP INTO THE ROTATION OF THE OTHER WELLS:**

Currently, well 6 has to be manual turned on and off, so it doesn't allow mineral deposits to form. It is not part of the other 4 wells rotation because it hasn't been wired into the scada system. At this time, if well 6 would be turned on and if the dynamic level of water couldn't keep up with the capacity of the pump the motor could burn out.

The proposal is to hook well 6 into the scada system so it can be part of the rotation with the other 4 wells. By allowing well 6 to be part of the other 4 wells rotation it will have the same safety features as the other 4 wells for example minimum gallons shut down protection. It will also be used to full production purposes.

**PROPOSAL FOR SEWER LIFT STATIONS:**

Currently, there is no adequate notification for the sewer lift stations. At this time, we rely on two red lights that flash to indicate any issues like back-ups or if the pumps has failed. These red lights are located at the 8<sup>th</sup> street sewer lift pump station and Singers Junction sewer lift pump station (refer to green lines on map). At the Singers Junction sewer lift pump station the warning light that flashes are in the woods and cannot be seen unless you are next to it. The only other option at this time is to rely on the public to notify us of backed-up sewer lines at their homes.

The proposal is to hook-up the sewer lift stations to the scada system so we get a direct notice of any issues/problems when it happens.

**PROPOSAL OF COSTS:**

The total cost of all upgrades is \$18,614.72 including tax and should be split between the water and sewer departments, for an equal amount of \$9,307.36.

Council Member Dale Drake moved to approve spending 18,614.72 to correct the projection path of the alarm system for the Public Works Department. 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.

#### **ROOSTERS IN TOWN**

City Planner Dave Keeley reported he received three complaints about roosters in town. He stated he sent friendly reminder letters to the properties that have roosters asking them to remove their roosters by October 31, 2016. Two of the property owners complied, but one has not responded.

After discussion, City Attorney Charlie Schuerman clarified that the next steps would be to mail a certified letter to the property owner, a fine of \$100 per day could be applied for 15 days and then a court order of abatement could be ordered by the court.

Council Member Dale Drake moved to direct City Attorney Charlie Schuerman work with City Planner Dave Keeley to draft and send a letter to the owner of the rooster. 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.

#### **OLD BUSINESS**

##### **225 E. 3<sup>rd</sup> AVENUE**

City Attorney Charlie Schuerman distributed a draft copy of a letter to be mailed to the property owners of 225 E. 3<sup>rd</sup> Avenue.

Council Member Steve Hedrick moved to approve the draft letter and mail to the property owners of 225 E. 3<sup>rd</sup> Avenue. 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.

#### **PUBLIC COMMENT**

##### **ROOSTERS IN TOWN**

Fire Chief John Ridlington stated it is difficult to tell female and male chickens apart when they are chicks. Mr. Kulesza

commented he was against allowing chickens in town and now the chickens have come home to roost.

**CROSSROADS STAGE**

Larry Kulesza stated under the Crossroads Stage are some nice cedar boards, which the kids are using to make forts. Mr. Kulesza suggested the boards be stored somewhere else.

Mr. Kulesza stated some of the equipment was removed from the building used by the baseball league. The equipment was over at the stage. Mr. Kulesza stated he picked it up, put it back in the storage building and placed a padlock on the building. Mr. Kulesza gave a key to the padlock to City Planner Dave Keeley.

**ACCESS TO HAPPY DELL PARK**

Council Member Dale Drake stated people are driving through Happy Dell Park to the stage area and shouldn't be. Dale asked if the gate could be locked.

**ADJOURNMENT**

Mayor Dorothy Slagle adjourned the meeting at 8:47 p.m.

Approved:

\_\_\_\_\_  
Dorothy Slagle, Mayor

Attest: \_\_\_\_\_  
Raena Hallam, Clerk/Treasurer