

City of Grand Coulee  
Regular Meeting of the City Council  
July 19, 2022

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**MINUTES**

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**1. CALL TO ORDER:**

Mayor Townsend called the meeting to order at approximately 6:00pm.

**ROLL CALL:**

The following were:

Present: Mayor Townsend, Council Members Anita Eylar, Tom Poplawski, Mike Horne, Alan Cain, and Gary Carriere

Excused:

Also Present: Clerk Lorna Pearce, Ryan Fish, Fire Chief attending via ZOOM were Jacob Wagner, Star Newspaper, and Travis Irwin

**PLEDGE OF ALLEGIENCE:**

**2. VISITOR INPUT:**

**3. DEPARTMENT REPORTS:**

Clerk Pearce reminded council that the first quarter financial report was included in the packets and if they had any questions, she was available. Ms. Pearce said that the sewer line at city hall had been replaced, the cost is estimated to be between \$3000 and \$5000. The Federal Ave. street/water project is substantially complete and the final pay estimate and change order are on the agenda. Ms. Pearce informed council that the city will no longer be receiving fuel tax revenue from the county. The county was audited and it was found that the way they have been distributing the funds is incorrect, because they are federal dollars a competitive process has to be gone through to receive those funds. Grand Coulee appears to only have one street that would qualify for use of these funds. The annual report was submitted. Mr. Francis is looking at possibly working with the county next year to have city hall parking lot chip sealed. Ms. Pearce informed council that the owner of the building at 211 Mian St. contacted city hall regarding some flooding of the building during the last big storm. He thought that the sidewalk section that had been replaced in front of the building was not level. The inspector for Gray & Osborne checked the site and found that the concrete was actually slanted toward the door of the building. Mike Meskimen, Gray & Osborne, will be contacting Halme Construction regarding repairs/replacement of that section of the sidewalk.

Chief Fish reported that the ambulance has had 253 calls for service through the end of June and that the fire department had responded to twenty-three calls through the end of June. The radios ordered of the ambulances have arrived and will be installed within the next couple of weeks. The radio ordered for the new patrol vehicle has not been received.

Mayor Townsend reported that Chief Tufts has had his knee surgery and is doing well, interviews of the two applicants for the patrol officer position were conducted this morning.

**4. COMMITTEE REPORTS:**

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City of Grand Coulee, Washington  
Regular Council Meeting  
July 19, 2022

**Street Committee – Morison Street Sidewalk Discussion:** Ms. Eylar stated the Mr. Francis had measured the width of Morrison and the sidewalk is on the ROW. Mr. Cain stated that a lot of the damage to the sidewalk was probably caused by water running off of the roof that overhangs the sidewalk. Ms. Eylar said that she had reviewed several other city ordinances and liked Davenport’s because it is very detailed. The committee feels that the city needs to draft an ordinance pertaining to the repairs/replacement of existing sidewalks.

**Labor Committee – Update on Job Descriptions:** Mr. Poplawski stated that he would like the employees to be involved in the development of the job descriptions, with them giving the top five items with a percentage of time spent. The job descriptions should represent the actual job/s being performed. Mr. Poplawski asked Mayor Townsend to request assistance from department heads in gathering this information.

**Facilities Committee – Painting Exterior of City Hall:** The committee is recommending that painting the building be figured into the budget for 2023.

## 5. AGENDA REVISIONS:

New Business 8.10 Discussion of Vehicle Maintenance

## 6. CONSENT AGENDA:

- 6.1 Motion to approve Regular Council meeting minutes of June 21, 2022.
- 6.2 Motion to approve for Payment Vouchers, dated July 17, 2022, certified by the City Clerk/Treasurer as required by RCW 42.24.080, and expense reimbursement claims, dated June 21, 2022 certified by the City Clerk/Treasurer as required by RCW 42.24.090, voucher numbers 42316 through 42359 and EFT items in the amount of \$277,862.64
- 6.3 Motion to approve Payroll Vouchers, dated June 30, 2022, certified by the City Clerk/Treasurer as required by RCW 42.24.080, vouchers numbered 42296 through 42315 and Direct Deposit and EFTs (no sequenced numbers) as listed on the Payroll register in the total amount of \$161,460.32.

Mr. Carriere motioned to approve the consent agenda, Mr. Cain second, motion carried.

## 7. OLD BUSINESS:

**7.1 Resolution 22-07 RBOM ILA:** Ms. Eylar asked if there is a change in employees being paid if a new agreement would need to be drafted? Mayor Townsend said no, but an addendum to the agreement would need to be adopted. Mayor Townsend added that due to the way the ILA is worded council needs to review at budget time and be more diligent about asking for information when there questions/concerns about expenditures. Mr. Carriere motioned to approve Resolution 22-07, Mr. Cain second, motion carried.

## 8. NEW BUSINESS

**8.1 Ordinance 1085 Amending Section 8.12.170 of GC Municipal Code/Garbage Collection:** Ms. Eylar motioned to adopt Ordinance 1085, Mr. Cain second, motion carried.

**8.2 Ordinance 1086 Amending Section 13.04.140 of GC Municipal Code/Meter Exchange:** Mr. Cain motioned to adopt Ordinance 1086, Ms. Eylar second, motion carried.

**8.3 Authorizing Mayor’s Signature on Shoreline Master Plan Update ILA with Grant County:** Ms. Pearce explained that Grant County will be acting as the lead agency for the four entities participating in the ILA. All items that need council approval or consideration will be presented to council. Mr. Carriere motioned to authorize the Mayor to sign the ILA, Mr. Horne second, motion carried.

City of Grand Coulee, Washington  
Regular Council Meeting  
July 19, 2022

**8.4 Authorizing the Mayor's Signature on Agreement with Public Safety Testing:** Mr. Cain motioned to authorize the Mayor to sign the agreement, Ms. Eylar second, motion carried.

**8.5 Eagles Request for Relief of Penalty Fees on Delinquent Gambling Taxes:** Mr. Poplawski reminded council that they have taken the stance of forgiving once and feels that because this would be the third time the Eagles have made this request it should be denied. Mr. Poplawski motioned to deny the request for forgiveness of the fees, Mr. Cain second, motion carried.

**8.6 Kevin Portch - Parks and Recreation Dist. Funding of North Dam Park:** Mr. Portch was not present. Ms. Pearce told council that the funding the district receives from the city comes from the hotel/motel money collected and if council chose, they could increase the amount for 2022. Consensus of the council was to wait to make any decision until there is an update.

**8.7 Change Order 1 Federal Ave. Project:** Mr. Poplawski motioned to approve the change order in the amount of \$23,975.00, Mr. Cain second, motion carried.

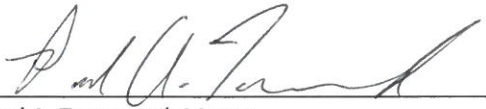
**8.8 Payment Request 2 Federal Ave. Project:** Mr. Poplawski motioned to approve the pay request in the amount of \$373,446.48, Ms. Eylar second, motion carried.

**8.9 Request for Relief of Late Fee on Utility Account 1597.0:** Mr. Poplawski asked if this was the first time the customer had requested relief, Ms. Pearce said yes, they had been excellent customer for many years. Ms. Eylar motioned to approve the removal of the late fee, Mr. Carriere second, motion carried.

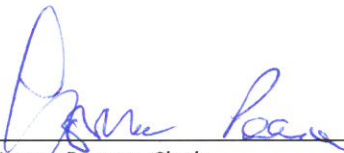
**8.10 Discussion of Vehicle Maintenance:** Mr. Poplawski would like this to be put into committee for recommendation to council. Officer Gilbert stated that there is policy within Lexipol for police vehicles. Chief Fish stated that the fire/ambulance department has a checklist that they use. Mayor Townsend asked the Public Safety Committee to review any existing maintenance policies and if necessary to draft a policy for council to review.

#### ADJOURNMENT

As there was no objection, the mayor adjourned the meeting at approximately 7:13 pm.



Paul A. Townsend, Mayor



Lorna Pearce, Clerk