

City of Grand Coulee
Regular Meeting of the City Council
September 19, 2023

MINUTES

PUBLIC HEARING: REVISED SIX YEAR STREET PLAN: Mayor Townsend opened the public hearing at approximately 6:00pm. There was no public comment, and no written comment was received. The hearing was closed at approximately 6:03pm

1. CALL TO ORDER:

Mayor Townsend called the regular meeting to order at approximately 6:04pm.

ROLL CALL:

The following were:

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

Also Present: Clerk Pearce, Superintendent Dennis Francis, Chief Fish, Rick Paris, Cheryl Hoffman, Linda Roberts, Melissa Little, NCR Library, Sage Hache, NCR Library, Mark Nash, attending via ZOOM Scott Hunter, Star Newspaper

PLEDGE OF ALLEGIANCE:

2. VISITOR INPUT: Mark Nash, 905 King St., has concerns with people not stopping when the school bus is loading and unloading. Mr. Nash also voiced concern with people parking on the corner of Dill St. and King St., suggested no parking signs be put up.

3. DEPARTMENT REPORTS:

Chief Fish reported there have been 78 fire calls to date and approximately 470 ambulance calls. The fire dept. received a \$4000 grant from DNR for electronics. The dept. has been working with Systems Design and the State to get the ambulance billing online.

Superintendent Francis reported the crew is painting crosswalks, there have been some issues with the Roosevelt lift station they are working on, the concrete work for the ADA pathway in the park is scheduled and final steps of the park project are being completed.

Ms. Pearce reported that a new officer had been offered and accepted the open position in the police department; he will be starting Oct. 2, 2023. Ms. Pearce let the council know that the deputy clerk had accepted a position elsewhere, her last day was September 15th. Ms. Pearce told the council that the city could be looking at a 20% increase over 2022 for the city's insurance.

4. COMMITTEE REPORTS:

Labor Committee: Mr. Poplawski shared sample job descriptions. Ms. Pearce said that she would provide descriptions the city is now using when advertising an open position.

Planning Committee: Mr. Carrier reported that he has not heard back from the realtor on the city parcels. Ms. Dalton and Mr. Carriere both recommend the adoption of an ordinance against feeding wildlife. Ms. Pearce will try to have the

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ordinance ready for the October meeting. After some discussion the council asked that the attorney be asked to draft an ordinance addressing ROW usage. Mr. Carriere said that he had spoken with the owners of the new short-term rental property. Chief Fish will be doing an inspection. There is a contact for the property within thirty miles of the property.

5. AGENDA REVISIONS: Mayor Townsend asked that the Fall Cleanup and Chipping Event be added to the agenda as Item 8.10. Mr. Poplawski asked that Item 8.1 and Item 8.2 be moved before Old Business so that guests could leave if they chose. The council agreed by consensus to the agenda revisions.

6. CONSENT AGENDA:

- 6.1 Motion to approve Council Meeting Minutes of August 15, 2023
- 6.1 Motion to approve for Payment Vouchers, dated September 19, 2023, certified by the City Clerk/Treasurer as required by RCW 42.24.080, and expense reimbursement claims, dated September 19, 2023, certified by the City Clerk/Treasurer as required by RCW 42.24.090, voucher numbers 43207 thru 43253 and EFT items in the amount of \$177,639.67.
- 6.2 Motion to approve Payroll Vouchers, dated August 31, 2023, certified by the City Clerk/Treasurer as required by RCW 42.24.080, vouchers numbered 43189 through 43206 and Direct Deposit and EFTs (no sequenced numbers) as listed on the Payroll register in the total amount of \$ 176,595.33

Ms. Eylar motioned to approve the consent agenda, Ms. Dalton second, motion carried.

8.1 Introduction of New Librarian: Melissa Little, NCR Library, introduced Sage Hachey. Sage was hired in August as the librarian for the Grand Coulee Library.

8.2 Library Card Month Proclamation: Mayor Townsend read the proclamation naming September Library Card Month. Mr. Poplawski motioned to approve the proclamation, Ms. Eylar second, motion carried.

7. OLD BUSINESS:

7.1 McGovern St. Tree Removal – Update: There has been no progress on the tree removal, Mr. Francis is going to try to get a couple of more bids. Ms. Eylar suggested waiting to proceed any further until the ROW ordinance is complete.

7.2 Traffic Study – Update: Ms. Eylar provided information to council. The city engineers do not feel a traffic study is warranted and made several suggestions that may improve the visibility at the crosswalks on Federal Ave.

7.3 Review of Miley Solution for Dog Containment: Council was provided information showing nothing had been done to keep the dogs contained. Ms. Pearce informed the council that there were now five dogs at the residence. By consensus the council requested that Ms. Miley be informed that she will now need to reduce the number of dogs to two within ten days, that she be issued a citation, given ten days from the date of the citation to comply or another citation would be issued. This is to carry forward until the number of dogs is reduced to two.

7.4 Discussion of Hiring WWTF Staff: Ms. Dalton motioned to broaden the advertising to different venues such as Indeed with the amount not to exceed \$500, Ms. Eylar second, motion carried.

8. NEW BUSINESS

8.3 Resolution 23-03 Revised 2024-2029 Six Year Street Plan: Mr. Poplawski motioned to approve Resolution 23-03, Mr. Cain second, motion carried.

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8.4 Discussion of Sewer Rate Increase/Preparation for Loan Repayment: After some discussion council asked the clerk to use a 3% increase for sewer rates for 2024 revenue estimates and that the \$7.75 for loan repayment be added as an assessment that would be eliminated once the WWTF loan was paid in full.

8.5 Discussion of Water Rate Increase: After discussion council asked the clerk to use a 3% increase for 2024 revenue estimates.

8.6 Discussion of Garbage Rate Increase: Ms. Pearce informed the council that Sunrise will be increasing their rates by 3.5% in 2024. After discussion the council asked the clerk to use a 3.5% increase for 2024 revenue estimates.

8.7 Sample Lodging Tax Funds Application: Council was provide several sample applications, council liked Ocean Shores application and asked that a similar form be created for Grand Coulee.

8.8 Discussion of Asset Management: Ms. Eylar provided information from the State Auditors Office. Sample policies will be provided to the council in October.


8.9 Discussion of Adding a Monthly Budget Workshop Beginning in October: by consensus council set the first Tuesday of each month through December 2023 for a budget workshop to begin at 4:30pm. The first workshop will be held on October 2, 2023.

8.10 Discussion of Participation in Fall Cleanup/Chipping Event: Mayor Townsend stated that Grand Coulee is not set up to door-to-door chipping so does not feel Grand Coulee can participate in the chipping. Fall cleanup dates will be October 23-27, 2023, for self-haul of yard debris. Electric City had asked if the wood chips could be dumped at the site of the old wastewater facility in Grand Coulee, Mr. Francis said that the chips had been placed there previously but were very hard to work with when trying to spread them out. Mr. Poplawski motioned to not allow the chips to be dumped at the old wastewater facility, Ms. Dalton second, motion carried.

There was discussion of utilizing a panel of three, selected by the Mayor to interview job applicants.

ADJOURNMENT

As there was no objection, the mayor adjourned the meeting at approximately 9:05pm.


Paul A. Townsend, Mayor
Lorna Pearce, Clerk/Treasurer