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**MINUTES**

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**1. CALL TO ORDER:**

Mayor Eylar called the regular meeting to order at approximately 6:07pm.

**ROLL CALL:**

The following were:

Present: Mayor Eylar, Council Members Anita Eylar, Tom Poplawski, Gary Carriere, Ruth Dalton and Mark Nash

Also Present: Deputy Clerk Crowe, Chief Fish, Dennis Francis, City Superintendent, Officers Hopper, Johnson and Martin, Renata Rollins, Ty Donn, Krissy Donn, Chuck Crowe, Nancy Wetch, Gray & Osborne, Attorney Julie Norton, Ogden Murphy Wallace P.L.L.C., Becky Billups, Cheryl Hoffman

**PLEDGE OF ALLEGIANCE:**

**2. Executive Session: Potential Litigation**

Mayor Eylar and Council moved executive session to the Mayor's office at 6:08 pm. Return from executive session at 6:15 pm.

**3. VISITOR INPUT:**

Becky Billups, concern regarding hiring of the police chief. Concern with hiring a consultant and wondering why not our guys.

Cheryl Hoffman wants to thank the Council and the Mayor and City staff personally, on behalf of the senior center, for getting the speed sign by the senior center put up.

**4. DEPARTMENT REPORTS:**

Public Works Department: Dennis Francis reported he will be retiring from the City after 32 years with his last day being May 31, 2024.

Fire Department: Chief Fish reported approx. 50 ambulance calls and three fire calls, one being a structure fire. The military chassis has arrived as well as funds to outfit it. Statement of appreciation to the two officers which helped in the structure fire. Mayor Eylar commended the two officers which helped in the structure fire.

Police Department: Officer Hopper reported leadership need for the department.

**5. COMMITTEE REPORTS:**

**Planning Committee: Update on City Parcels**

Councilwoman Dalton reported many deeds found, potential options for eliminating some parcels through Grant County to unburden the City of fees required to pay, two possible parcel sales available. Will speak with Grant County for possible solutions and report back.

**Council Procedures Committee: Draft Council Procedures**

Councilwoman Eylar reported needed council review, need for committee assessment inclusion, and intention to bring to next regular meeting for a vote.

**6. AGENDA REVISIONS:**

Councilwoman Eylar moved for agenda items 9.3, 9.4 and 9.5 be moved to agenda items 9.1, 9.2, and 9.3 respectively.

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City of Grand Coulee, Washington  
Regular Council Meeting  
March 19, 2024

- 7 **CONSENT AGENDA:** Councilman Poplawski moved to approve the consent agenda with changes, Councilwoman Eylar seconded, motion carried. Councilwoman Eylar motioned to have Agenda Item 7.1 moved to New Business Agenda Item 9.4, Councilman Poplawski seconded, motion carried.
- 7.1 Motion to approve Council Meeting Minutes of February 20, 2024.
- 7.2 Motion to approve for Payment Vouchers, dated March 19, 2024, certified by the City Clerk/Treasurer as required by RCW 42.24.080, and expense reimbursement claims, dated March 19, 2024, certified by the City Clerk/Treasurer as required by RCW 42.24.090, voucher numbers 4356 thru 43610 and EFT items in the amount of \$193,032.01.
- 7.3 Motion to approve Payroll Vouchers, dated February 29, 2024, certified by the City Clerk/Treasurer as required by RCW 42.24.080, vouchers numbered 43549 through 43560 and Direct Deposit and EFTs (no sequenced numbers) as listed on the Payroll register in the total amount of \$142,767.59.
8. **UNFINISHED BUSINESS:**
- 8.1 **Recommendation on Chamber Membership:** Councilwoman Eylar recommended Spillway plan with the cost of \$375.00. Councilwoman Eylar motioned the City become a Spillway level member of the Chamber, Councilwoman Dalton seconded, discussion-Councilman Poplawski stated MRCS does not recommend the membership fees be paid using the hotel/motel tax funds, the funds for membership are not currently in the budget, recommend to put off until next year's budget, and noted if the hotel/motel tax funds were to be used there would be reporting requirements. Councilman Nash motioned to move to next meeting, Councilman Carriere seconded, motion carried.
- 8.2 **Review of Draft Ordinance 1096:** Councilwoman Eylar motioned to accept Ordinance 1096, Councilwoman Dalton seconded, motion passed.
9. **NEW BUSINESS:**
- 9.1 **Bid Award for Fortuyn Street Project ~Contingent on Funding Agency Approval and Availability of Funding:** Councilman Poplawski motioned to award bid, Councilwoman Eylar seconded, motion carried.
- 9.2 **Authorize Mayor's Signature on Consultant Agreement for Fortuyn Street Project ~ Contingent on Funding Agency Approval:** Councilwoman Eylar motioned to authorize, Councilwoman Dalton seconded, motion carried.
- 9.3 **Authorize Mayor's Signature on Updated Cost Estimate for Fortuyn Street Project:** Councilwoman Eylar motioned to authorize, Councilwoman Dalton seconded, motion carried.
- 9.4 **Correction to the Council Meeting Minutes of February 20, 2024, Item 8.6:** Councilwoman Eylar motioned to make the following correction to the February Council meeting minutes of February 20, 2024, Councilman Nash seconded, motion carried.
- "Discussion of Adopting Guidelines for Council Procedures:** ~~Ms. Eylar~~ Council, per the council meeting retreat in February, believes it would be beneficial for new council members to have guidelines. Mayor Eylar asked Ms. Eylar and Ms. Dalton to draft the guidelines for council review in March."
- 9.5 **Consideration of Citizen Appointment to the Planning Agency:** Letter of interest from Chuck Crowe read to Council for consideration. Councilman Poplawski motioned to appoint Chuck Crowe to the Planning Agency, Councilwoman Eylar seconded, motion passed.
- 9.6 **Discussion of Speed Reduction on Speed Limit on a Section of Federal Ave:** Existing speed limits, potential changes to either 25 MPH or 20 MPH, sign location needs. Council asked Public Works to provide cost estimate for both scenarios.
- 9.7 **Review of Interlocal Agreement for Chip Seal Project:** Councilwoman Eylar discussed concern the rates for services are blank, Councilman Nash asked for clarification on who would be administrating the project and was told it would be Coulee Dam would be the lead agency as they have the largest portion of the project.

- 9.8 Transfer of Chief's Surplus Pistol to Local FFL:** Councilman Nash moved to use Shear Armory LLC, located in Electric City, to transfer the retired Chief's surplus piston to local FFL, Councilwoman Eylar seconded, motion passed.
- 9.9 Discussion of Filling the Assistant Wastewater Position:** Mayor Eylar explained the recent hire for the wastewater plant was hired at a higher rate than anticipated and the need for a second position funding supplement perhaps the position can be split between public works and the wastewater plant.
- 9.10 Discussion of Utilizing DOJ Grant Funds:** Council previously moved to rescind the Better Community Relations grant funds approved by the Department of Justice based on funding contingencies with the school district and fund matching requirements however through the Department of Justice contact we have been informed they would like us to utilize said funding. They have provided information which leads us to believe we can utilize this funding with some changes in use. There are still restrictions such as cannot be used for land or building purchases but perhaps can be used for training, hiring of personnel, and without matching funds. Mayor Eylar will be investigating and understands it must be a clear, written statement of what they are proposing before moving forward on it.
- 9.11 Discussion of Hiring Police Clerk/Civil Service Secretary:** Potential for using the Better Community Relations grant funds with the understanding there is a need for position to be budgeted from other funds beyond said grant funding.
- 9.12 Status of Police Chief Position:** Mayor Eylar stated there are negotiations taking place at this time for an interim Chief position and understands this to be a high priority. Councilman Poplawski stated he was unclear if, per Civil Service process, the Mayor was tasked to hire from the three applicants the Civil Service Board had provided from him. It was suggested to have the City attorney review and provide information back to the Council.
- 9.13 Discussion of Potential City Billing on Street Projects:** Mayor Eylar presented the possibility of the city billing State and Federal Street projects for city employee work provided for the projects which is allowed by both TIB and FHWA. He spoke with the Newport City Administrator who successfully has this process in place, and she potentially is willing to come here and explain the process they have. This could be a multi-town benefit.
- 9.14 Discussion of All Council Town Hall Meeting in April:** The April "All Council Town Hall Meeting" at Coulee Dam City Hall been postponed from April 20, 2024 to April 27, 2024, due to prom activities taking place the prior week.

**10.0 END OF MEETING VISITOR INPUT:**

Officer Johnson asked why we aren't hiring the Chief of Police at this time, Mayor Eylar stated he wants to make sure the City gets the right person in the position.

Officer Johnson asked what the problem with the three interview candidates was, Mayor Eylar stated looking for the correct leadership skills.

Officer Martin stated the current police officers are unsure at this time who to contact if they are sick, Mayor Eylar stated they were to contact him.

**ADJOURNMENT**

As there was no objection, the mayor adjourned the meeting at approximately 7:44pm.




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Michael Eylar, Mayor




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Chantel Crowe, Deputy Clerk

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