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**MINUTES**

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**1. CALL TO ORDER:**

Mayor Pro Tem Dalton called the regular meeting to order at approximately 6:00pm.

**ROLL CALL:**

The following were:

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

Also Present: Clerk Lorna Pearce, Fire Chief Ryan Fish, City Superintendent Dennis Francis, Officer Johnson, Officer Hopper, Officer Blake Martin, Chuck & Chantel Crowe, Becky Billups, Diane Canady, Paul & Janet Townsend, Tyler and Krissy Donn, Tim Snead, Josh Sainsbury - Grant County Sherriff, Rick Paris and Renata Rollins - Star Newspaper

**PLEDGE OF ALLEGIENCE:**

**2. VISITOR /PUBLIC INPUT:**

Rick Paris would like to see better communication between the civil service commission and the mayor and council. Mr. Paris said that May is proclamation month; law enforcement week was last week, and this week is EMS week. Council thanked all the officers and EMS staff for their service.

Becky Billups addresses her concern with the condition of her neighborhood, she would like to see some code enforcement.

Paul Townsend asked council to look at alternate parking options available for the city park. Mr. Townsend feels that having to park on the side of Hwy 174 is dangerous.

**3. DEPARTMENT REPORTS:**

Fire Department: Chief Fish reported approximately 238 ambulance calls to date and five fire calls. The newly acquired truck is licensed and is the change over is in process. Grant County EMS have provided a big screen tv to the fire dept.

Police Department: Officer Johnson reported 38 calls for service since April 16<sup>th</sup>.

Public Works Department: Mr. Francis reported that things are little behind tis year due to water and sewer line breaks. The Fortuyn St/James Saunders St. project has started, the project is expected to be complete sometime in July. Federal Ave. will be repaired as part of an upcoming street project and should be complete sometime in July.

**4. COMMITTEE REPORTS:**

Planning Committee: Update on City Parcels: Some of the parcels in question will be re-classified as ROW according to the Grant County Assessor. Coulee Community Hospital has applied for a grant for staff housing, they are looking at placing tiny houses on the property across from the hospital. This is in very preliminary stages.

**5. AGENDA REVISIONS:**

Addition of Authorization of Mayor Pro Tem to sign the TIB bid authorization the combined street projects as Item 8.12, move Item 8.1 before Item 7.1 to allow Deputy Sainsbury to leave.

**6. CONSENT AGENDA:** Mr. Poplawski moved to approve the consent agenda, Mr. Carriere second, motion passed.

**New Business**

**8.1 Discussion of Administrative Assistance for the Police Department:** Grant County will assist the police department with any Washington State compliance issues there may be through June 10 at no charge to the city. Grant County is open to a six-month contract to assist the police department in streamlining some of the current processes and possibly coverage of some night shifts. Council thanked Deputy Sainsbury for the information.

**7. UNFINISHED BUSINESS:**

**7.1 Review of Revised City Council Rules of Procedure and Ethics Handbook:** Mr. Poplawski had concerns that some of the requested revisions had not been included in the copy that council had received. Ms. Eylar and Mr. Poplawski will meet to discuss and will provide the revised handbook to council in June.

**8. NEW BUSINESS:**

**8.2 Request to Close Main St. June 15, 2024, for Koulee Kids Fest and Car Show:** Ms. Eylar motioned to close Main St. June 15, 2024, for Koulee Kids Fest and Car Show, Mr. Nash second, motion carried.

**8.3 Discussion of Ecology Funding Options for WWTF Design Phase:** After some discussion Mr. Carriere motioned to pay the loan amount incurred for the facility plan prior to moving on to the design funding, Ms. Eylar second, motion carried.

**8.4 Authorize Mayor Pro Tem Signature on Agreement for Services – Bill Paying Assistance:** Mr. Poplawski motioned to authorize the Mayor Pro Tem to sign the agreement for services, Ms. Eylar second, motion carried.

**8.5 Authorize the Mayor Pro Tem Signature on MOU for Interim Police Chief:** Mr. Poplawski motioned to authorize the Mayor Pro Tem to sign the MOU for Interim Police Chief, Ms. Eylar second, motion carried.

**8.6 Authorize the Mayor Pro Tem Signature on MOU for Interim Public Works Director:** Ms. Eylar motioned to authorize the Mayor Pro Tem to sign the MOU for Interim Public Works Director, Mr. Nash second, M. Poplawski asked if the candidate held any certifications needed for the position, Mr. Francis stated that she had the same certifications he held other than pesticide license. Ms. Pearce informed council that the union representative, Augustine Gallegos, had some concerns about the language in the MOU. Mayor Pro Tem Dalton called for the vote, Ms. Eylar, nay, Mr. Carriere nay, Mr. Poplawski, nay, Mr. Nash, nay, motion failed.

**8.7 Authorize Mayor Pro Tem Signature on Amendment to SJ Environmental Services Agreement:** Mr. Poplawski motioned to authorize the Mayor Pro Tem to sign the amended services agreement, Mr. Carriere second, motion carried.

**8.8 Authorize Mayor Pro Tem Signature on the 2023 – 2025 Union Contract:** Mr. Poplawski motioned to authorize the Mayor Pro Tem to sign the 2023 – 2025 Union Contract, Mr. Carriere second, motion carried.

**8.9 Discussion of Mayor Pro Tempore Position:** Grand Coulee is a Non-Charter Code City there was a question as to whether the city operated under RCW 35 or 35A. Grand Coulee municipal code states that the city operates under RCW 35, after some research into the archived minutes of the council, it appears that the intent of the city at the time was to operate under RCW 35A. Operating under RCW 35 the Mayor Pro Tem is appointed to a six month term, under RCW 35A the Mayor Pro Tem can be appointed for up to a two year term. Council discussed filling the vacated mayor position. Ms. Eylar motioned to open the vacancy to council and citizens, requesting a letter of interest be submitted to the clerk's office by June 10, 2024, Mr. Carriere second, motion carried.

**8.10 1<sup>st</sup> Quarter Budget Review:** There was discussion on the 1<sup>st</sup> quarter financials. Ms. Eylar suggested a meeting with the mayor, finance committee, clerk and dept. heads, no date was set.

**8.11 Request to Move the June Council Meeting:** Mr. Poplawski asked if the council meeting could be moved to a later date as he will be out of town. Ms. Eylar motioned to move the regular council meeting to June 25, 2024; Mr. Carriere second, motion carried.

**8.12 Authorize the Mayor Pro Tem Signature on the TIB Bid Authorizations:** Mr. Poplawski motioned to authorize the Mayor Pro Tem to sign the bid authorizations, Mr. Nash second, motion carried.

**ADJOURNMENT**

As there was no objection, Mayor Pro Tem Dalton adjourned the meeting at approximately 7:45pm.

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City of Grand Coulee, Washington  
Regular Council Meeting  
May 21, 2024

*Ruth Dalton*

Ruth Dalton, Mayor Pro Tem

*Lorna Pearce*

Lorna Pearce, Clerk Treasurer

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City of Grand Coulee, Washington  
Regular Council Meeting  
May 21, 2024