
MINUTES

1. CALL TO ORDER:

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

ROLL CALL:

The following were:

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

Also Present: Clerk Lorna Pearce, Public Works Director Ruth Olmstead, Chief Johnson, Chief Fish, Sam Snead, SJ Environmental, Jolena Mills, Paul Townsend, Janet Clark, Keri Kruis, Tim Snead, Diane Canady, Karen Wright, Chuck & Chantel Crowe, Lori, Tammara Byers, Janet Christy, Linda Roberts, Renata Rollins - Star Newspaper

PLEDGE OF ALLEGIANCE:

2. VISITOR INPUT:

3. DEPARTMENT REPORTS:

Fire/Ambulance: Chief Fish reported there had been 50 ambulance calls and 20-25 fire calls since the July meeting. The fire department should receive some reimbursement for assisting with the Swawilla Fire.

Police Department: Chief Johnson reported that the department had received 112 calls for service since last months meeting which included a shooting in the Delano area and several DUI's.

Public Works Department: Ms. Olmstead reported that the James Saunders/Fortuyn Street project is substantially complete and the city-wide crack seal/chip seal project has started. Ms. Olmstead also informed council that the wastewater employee had resigned.

Finance Department: Ms. Pearce informed that she had been in contact with the State Auditor and the 2022-2023 audit will begin in September. Also reported that budget requests to department heads will be going out so the 2025 budget process can begin. The retroactive pay has been processed; the benefits have not been finalized. Ms. Pearce

4. COMMITTEE REPORTS:

Public Safety Committee: Mr. Poplawski said that he had been in contact with DOT regarding a crosswalk and signage on Highway 174 by the park, DOT said they would not install either. DOT did suggest a bike lane in the area to draw more attention to pedestrians, also suggested that the city could install signage notifying there is a park in the area.

Wastewater Committee: At the joint board meeting staffing at the WWTF was discussed, the board would like to see an operator hired to run facility.

Planning Committee: There has been no progress on the sale of city parcels. Ms. Eylar asked that the planning committee review where things are and move forward.

5. AGENDA REVISIONS: Ms. Eylar motioned to remove Item 6.2, the July 16, 2024, council minutes from the consent agenda and add to the agenda as Item 7.5, Mr. Nash second, motion carried.

6. **CONSENT AGENDA:** Mr. Poplawski motioned to approve the consent agenda with the removal of Item 6.2, Mr. Carriere second, motion carried

7. **UNFINISHED BUSINESS:**

7.1 Review Sample Small and Attractive Asset Policy: Ms. Eylar motioned to approve Resolution 24-04 Adopting Policy and Procedure for the Small and Attractive Asset Program for the City of Grand Coulee, Mr. Carriere second, Mr. Poplawski had concerns that the amount of \$400 dollars had been changed to \$150 dollars without going through council. He also felt that a ten-digit number was excessive and could be reduced to five digits. Ms. Eylar amended her motion to include the change from \$150 dollars to \$400 dollars, the identification number will be five digits with the clerk/treasurer dispensing the labels for tracking numbers, Mr. Carriere second, motion carried with Ms. Eylar, Mr. Carriere, Mr. Poplawski voting yea and Mr. Nash voting Nay.

7.2 Job Descriptions – Discussion: Ms. Eylar said that she has received job descriptions and has sent them to the Police Chief and Public Works Director for their input. Augustine Gallegos, Teamsters Local 760, will receive the job descriptions for union review once the department heads have reviewed them and provided their input.

7.3 Council Handbook: Council was provided the draft copy with the attorney’s recommended changes for review, bring back in September for adoption.

7.4 DOJ Grant – Updated Proposal and Budget: Mr. Poplawski motioned to accept the grant with updated proposal and budget, Mr. Carriere second, motion carried.

7.5 Amending the July 16, 2024, Meeting Minutes: Ms. Eylar provide council and the clerk with the requested change to the minutes. Ms. Eylar motioned to include the following in the July 16, 2024, minutes in the Public Works department report: “The public works staff is very short staffed and only working on emergency projects because they don’t have the resources with her previous position open now that she is the director.” (Note: a replacement can’t be hired due to an MOU with union for Ruth O’s director position until after 6 months from the signature of the MOU). Mr. Nash second, motion carried.

8. **NEW BUSINESS:**

8.1 Consideration of Letters of Interest – Appointment to Council Position #4: Prior to the meeting Ms. Christiansen rescinded her letter of interest. The three remaining applicants, Kari Kruiz, Tim Snead and Janet Christy were asked to leave the chamber and were asked back in one at time, Council then asked each of the remaining three applicants the same series of questions. Once the three had been interviewed, Mr. Nash motioned to appoint Mr. Tim Snead to council position #4, Mr. Carriere second, motion carried.

8.2 Update on WWTF- SJ Environmental: Sam Snead, SJ Environmental, spoke to council regarding the contract for service to operate the WWTF, the original contract was for nine months, with the loss of both WWTF employees, SJ Environmental has agreed to a month-by-month contract. Mr. Snead shared his insight on hiring certified employees saying that is getting very difficult for small entities to hire and keep certified employees due to costs. SJ would like to enter into a long-term contract with the city, with that if the city did hire an operator that was not certified they could work under SJ and receive the training that is required. Council has some concerns that will need to be addressed with the union prior to making any decisions.

8.3 Authorize Mayor’s Signature on Engineering Agreement for Spokane Way Improvements: Mr. Poplawski motioned to authorize the Mayor to sign the engineering agreement, Mr. Carriere second, motion carried.

8.4 Discussion/Direction ROW Use/Encroachment Permits: Ms. Pearce asked council to set fees for both ROW use permit and encroachment permit. After discussion council consensus was to charge \$25 dollars for a ROW use permit and \$25 plus any associated city fees for encroachment permits. Attorney to draft permit applications for review in September.

8.5 Discussion of Wastewater Staffing: No discussion.

8.6 Discussion – Future of USBR Law Enforcement Contract: Ms. Pearce let council know that she had received an email from the Bureau stating; “As of now, we will not be renewing unless our security posture changes, and it is required.” Ms. Pearce recommended that council move forward at budget time as if the contract will not be renewed. There was some discussion about contacting the Bureau to possibly enter into an agreement for on-call services.

8.7 Discussion – Police Chief: The MOU in place for the Interim Police Chief will expire November 15, 2024. There was some discussion about removing the police chief from civil service, this would make the hiring process less cumbersome. Mayor Dalton said that she will meet with Ms. Eylar and Mr. Poplawski to review the matter and provide information to council in September.

8.8 Request to Close Federal Ave from Main St. to Continental for a Day: Ms. Pearce said that she had received this request from Nic Alexander on behalf of the Senior Center. He and his work crew are assisting the Senior Center in getting roofing materials removed from their roof so that repairs can be done. Mr. Poplawski motioned to approve the closure as long as there would be no interference with the ongoing street project, Mr. Nash second, motion carried.

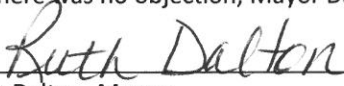
8.9 Progress Estimate #3 James Saunders/Fortuyn Street Project: Ms. Pearce provided this information to keep council up to date. The project is substantially complete.

8.10 Resolution 24-03 Surplus Property: Ms. Eylar motioned to approve Resolution 24-03 with minimum bid requirements; 2014 Ford Taurus \$500, 2012 Ford Taurus \$3000 and the 2011 Ford Crown Victoria \$4000, Mr. Nash second, motion carried.

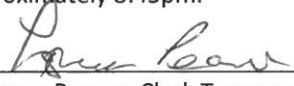
Ms. Pearce asked council to set a date for a council workshop for a discussion with Gray & Osborne on the city’s infrastructure. Council selected September 10, 2024, at 3:00pm.

ADJOURNMENT

As there was no objection, Mayor Dalton adjourned the meeting at approximately 8:45pm.



Ruth Dalton, Mayor



Lorna Pearce, Clerk Treasurer