

---

**MINUTES**

---

**1. CALL TO ORDER:**

Mayor Dalton called the regular meeting to order at approximately 5:30 pm.

**ROLL CALL:**

The following were:

Present: Mayor Dalton, Council Members Tom Poplawski, Tim Snead, Janet Christy, Mark Nash and Gary Carriere.

Also Present: Clerk Lorna Pearce, Chief Fish, Ruth Olmstead, PWD, Chief Ponusky, Olivia Ponusky, Rick Paris, Andrew Dobson, Tony Marin, Josh Watkins, Laurie Coffey, Tammara Byers, Chuck & Chantel Crowe, Anita Eylar, and Scott Hunter, Star Newspaper via Zoom

**PLEDGE OF ALLEGIENCE:**

- 2. EXECUTIVE SESSION: Discuss Potential Litigation:** At approximately 5:35pm Mayor Dalton announced that council would be going into executive session to discuss potential litigation for 30 minutes. Council moved to another room. At 6:05pm Councilperson Poplawski informed the audience the executive session would be extended 5 minutes. Council returned to the council room at approximately 6:10pm. Mayor Dalton called the regular meeting back in session.

**3. VISITOR INPUT:**

Tammara Byers, 426 Batchelor Sq., voiced concern with the employment agreements for department heads that council passed at the September meeting. Dept. heads have historically served at the pleasure of the Mayor, they are considered at will employees. Ms. Byers also had concerns about the 6 month severance package for the department heads if they are terminated without cause, and the effect it could have on the budget. Ms. Byers also shared her concerns with the city having a contractor operating/maintaining the wastewater facility. Previously the city employees at the wastewater facility could be utilized by the public works department if needed. She also feels that the contractors do not have a vested interest in the community.

Anita Eylar, 812 Spokane Way, has concerns with the employment agreements for the department heads, the city needs to plan for these expenses, council should consider utilizing a reserve account to plan for cash outs.

**4. DEPARTMENT REPORTS:**

Fire Department: Chief Fish reported the fire dept. had 9 fire calls and 35 ambulance calls in 30 days. The fire department was established in November, 1935, the department is planning a 90-year celebration on November 1, 2025 at 2pm. The insurance rating for the city will remain the same for 2026.

Police Dept.: Chief Ponusky reported that the call volume for was up 7% for the year. Chief Ponusky completed 40 hours of required training

Public Works: PWD Olmstead let council know that the new parking at the park is complete and she has been working on the 2026 budget for her departments. She is also looking at getting items ready for surplus.

Finance Department: Ms. Pearce let council know that things are status quo in the office and that she is currently working on the 2026 Budget.

**5. COMMITTEE REPORTS:**

---

**Mayor:** Mayor Dalton reported that there had been no more break ins at the transfer station and that fall self-haul for yard debris is set for Saturday, November 1<sup>st</sup>, no regular household garbage will be accepted that day.

**WWTF Committee:** Mr. Nash reported that he is the new chairperson for the wastewater joint board. The two cities are still working on the updated interlocal agreement.

**6. AGENDA REVISIONS:** .

**7. CONSENT AGENDA:** Mr. Nash motioned to approve the consent agenda, Mr. Snead second, motion carried.

**8. UNFINISHED BUSINESS:**

**8.1 Discussion – Vacant Businesses:** Mr. Poplawski had previously provided council with a sample ordinance regarding vacant business in the business district. He proposed that a copy of Medical Lakes ordinance and the city code be reviewed and ask the attorney to draft an ordinance for review. Mr. Poplawski motioned to forward the information to the attorney for review and drafting of an ordinance for council review in October, Mr. Snead second, motion carried.

**7.2 Changing Phone Service to Spectrum:** Ms. Pearce told council that she had no luck finding someone to service the existing interior phone system, she will do more research.

**7.3 Committee Review of TextMyGov:** Mayor Dalton spoke with the city clerks from Electric City and Coulee Dam, they had very good things to say about the app. Ms. Christy, at this time, does not feel this would be a benefit to the city. Mr. Poplawski suggests looking at it during the budget process. Mr. Snead is not opposed to utilizing the service. Ms. Pearce recommended that council hold a special meeting so they could all get a live demonstration of the app. The Mayor will reach out to Boston Haws, TextMyGov, to schedule a demonstration, the meeting will be published in the Star newspaper once a date is selected.

**9. NEW BUSINESS:**

**8.1. Authorize the Mayor to Sign Engineering Agreement:** Mr. Snead motioned to authorize the Mayor to sign the agreement with Gray & Osborne, Mr. Poplawski second, motion carried.

**8.2 Request for Relief of Late Fee Acct. 2070.0 – First Request:** Mr. Poplawski noted that past practice has been to allow one time relief. Mr. Poplawski motioned to approve the removal of the late fee for account 2070.0, Mr. Snead second, motion carried.

**8.3 Discussion/Review of Draft Job Descriptions:** Mr. Snead commented that job descriptions are very useful for performance reviews. Ms. Eylar offered to provide a couple of other job descriptions if council wanted. Mr. Poplawski asked council to review the job descriptions and have further discussion in October.

**8.4 Authorize Mayor to Sign Dept. Head Employment Agreements:** Mr. Snead motioned to authorize the Mayor to sign the department head employment agreements, Mr. Poplawski second. Mr. Poplawski noted that most cities have these in place, they protect both the employees and the city. Mr. Nash feels they are a good idea also, again they provide protection for both parties. Mayor Dalton called for the vote; Mr. Poplawski, Mr. Snead and Mr. Nash voted yeah; Ms. Christy voted nay; motion passed.

**8.5 Discussion of Grant County Health Dist. Fund Request:** The health district asks cities and towns in Grant County for \$3.00 per resident to help support their annual budget. Entities are not required to pay the \$3.00, they can pay a lesser amount or nothing if they choose. Mr. Poplawski said he did not feel the city was ready to commit to an amount at this time, by consensus council will look closer at the request during the budget process.

**8.6 Request for Relief of Late Fee Acct. 1883.0 – First Request:** Mr. Poplawski motioned to approve the removal of the late fee on account 1883.0, Mr. Snead second, motion carried.

---

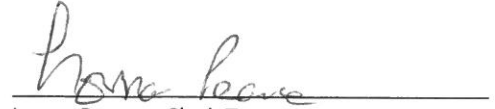
City of Grand Coulee, Washington  
Regular Council Meeting  
October 21, 2025

**ADJOURNMENT**

As there was no objection, Mayor Dalton adjourned the meeting at approximately 6:41pm.

A handwritten signature in cursive script, reading "Ruth Dalton", written over a horizontal line.

Ruth Dalton, Mayor

A handwritten signature in cursive script, reading "Lorna Pearce", written over a horizontal line.

Lorna Pearce, Clerk Treasurer