

**REGULAR COUNCIL MEETING**  
**NOVEMBER 3, 2015**  
**6:00 P.M.**

*NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.*

Mayor KayDee Gilkey called the November 3, 2015 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, George Davidson Valerie Rogers and Emily Thomas. Alene Felgenhauer is absent with family obligations.

Others present: Bryan Hicks of Century West and Cheryl Loeffler

**Approval of the Minutes**

**ACTION**

Valerie Rogers moved to approve the minutes from October 20, 2015 regular council meeting and October 27 budget workshop. Harry Gibbons seconded. The motion was approved.

**Approval of Claims**

**ACTION**

Valerie Rogers motioned to approve the claims listed on the check register dated November 3, 2015 for EFTs #E422-E425 totaling \$1,983.81; check numbers 18167-18182 totaling \$22,289.86 as presented. Harry Gibbons seconded the motion. The motion was approved.

Claims: \$17,658.80

Payroll: 6,614.87

Total Claims: \$24,273.67

Check register signed by: Harry Gibbons, George Davidson and Valerie Rogers

**Guest Engineer**

Bryan Hicks and KayDee had a meeting with David from the Department of Ecology to discuss the maintenance of the creek that runs through the park. One goal is to get the garbage out and to do a basic analysis regarding upgrading the culvert crossings. Identifying funding sources was also discussed. Implementation of an "Annual Maintenance Plan" would be a very good starting point. The suggestion was to get a work party together and clear out the invasive weeds and garbage. Spokane Conservation District could be a funding source for stream restoration.

**OLD BUSINESS**

**Surplus property**

Stephen Bishop has been contacted again about getting the advertisement for auction prepared for the property on Industrial Way.

**NEW BUSINESS**

**North Palouse Community Food Bank (NPCFB)**

The NPCFB has been broken into twice over the last week with the thieves using a crowbar the last time to break in. The freezer was emptied along with some miscellaneous food items were taken. The food bank hired their own contractor at their expense and replaced the door. The sheriff came down and investigated but no insurance claim was filed.

The storage shed at cemetery was also vandalized sometime in the past month with damage done to the doors. The sheriff was contacted and an insurance claim filed. The cemetery board was contacted about changing the style of door to a man door to perhaps ward off vandals. We have not heard their response yet.

### **Utility bill**

Derrick Matlock sent a request to pay his utility bill with his 2015 tax return after the first of the year. He has been off work with an injury and funds are very tight. The council said accounts cannot lay dormant without any payments made all year long. This account must have a payment plan set up with at least \$50 payments made monthly and then the remainder paid off with the taxes if not before. If he wishes to pay forward on the bills for 2016, the council will discuss it at that time.

The account must be paid in full no later than end of April of 2016. No late fees would be charged while making payments.

### **River Keeper's**

The Spokane River Keeper's sent a letter with some concerns and a request to visit the WWTF. A response was presented to the council and will be retyped and sent.

### **Public Works Report**

#### **WATER**

- Testing is at .2p.p.m. and holding.
- Some electrical issues in well #2 with heating are being resolved with a panel upgrade.
- Well #5 is scheduled for required safety fencing by November 21.2015
- IOC testing is required for Well #1 and #2 this month and will conclude major testing for the year.
- Derek will be installing fencing around the new generator.

#### **Fencing**

Derek contacted three fencing companies with only All-Star Fence Company, LLC responding. Northwest Fence was contacted three times with no rep or estimator coming and Washington Fence Company was contacted twice with no rep showing also. The fencing was budgeted for in 2015.

### **ACTION**

Emily motioned to approve the bid of \$4500 plus tax from All Stars Fence Company for the generator at well #5 fencing, seconded by Harry. The motion carried.

#### **WWTF**

- Still a pond and a half before discharge will occur, approx. six to eight weeks.
- Upgrade to U.V. system is being compiled and ready for install before discharge to help with Fecal Coliforms.
- Aerator maintenance will be done towards the end of November with possible replacement of one unit. This will help with ammonia levels.
- Air gap will be installed on effluent wetland to U.V. room for better sample results receiving a sample from mid-level of pond.

#### **PARKS**

- Parks are being mulched regularly.
- Restrooms will be officially shut this week to include R.V. dump.
- Final inspection of water systems will take place this month as well, with cold weather arriving.

#### **ROADS**

- Grading for winter has started with Rattler run improvements scheduled. • Awaiting sign order completion and delivery.

**OTHER:** Digital Reader Sign installation should be completed by Thanksgiving if all goes as planned!

#### **Budget**

The proposed budget changes were given to the council for their review.

## **Compliments/Complaints**

None at this time.

## **Other:**

Nothing at this time.

## **Dates to remember:**

November 7 Service Club Prime Rib Dinner  
November 7 Yard debris day  
November 10 Arbor Day Tree Planting  
November 17 Public hearing for tax levy and preliminary budget  
December 1 Final budget public hearing. Possible community event  
December 15 Possibility of no meeting

## **ADJOURN**

With no further business, the council meeting adjourned at 7:35p.m.

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KayDee Gilkey, Mayor

Cheryl Loeffler, Clerk/Treasurer