

REGULAR COUNCIL MEETING

APRIL 5, 2022

6:00

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 Jamie Paden called the April 5, 2022 regular council meeting to order at 6:02.

Town Council members present were Alisha Anderson, Jacob Warren, Steven Walk and Valerie Rogers. Emily Thomas was absent.

Others present were Devin Billington, Perry Paden, Terry Phillips, Amanda and Brian Blood, Dawn Hillsbery, Teresa Holm, Bill Vasta and Angie Walk.

The meeting opened with the Pledge of Allegiance.

Old Business

Review of Leases

The preliminary lease for the service club's use of the lower floor of town hall was reviewed by council. It is suggested that that the club would pay \$20 rent plus \$42 for electricity for a total of \$62 each month. The \$42 is an average of what the town paid for electricity at 218 ½ Main Steet last year. Club members may have found a previous lease agreement but the document was not available tonight so discussion will wait until that document can be presented.

The preliminary lease for the North Palouse Community Food Bank will be provided at the next meeting for council review. Devin is to get square footage of the rooms.

Publication policies

The publication of policies will be moved to next meeting to allow council to review HB 1329 which was approved by the Governor on March 24 2022.

Planning Commission

Building permit #2022-02 shop at 413 N 2nd. The Planning Commission asked the contractor to revise the setbacks. The site plan was then resubmitted and the Planning Commission then recommended approval of this permit.

Building permit #2022-03 shop at 308 W Carlton
Planning Commission recommended approval of this building permit.

ACTION

Steve moved to accept the Planning Commission's recommendations and approve Building permits #2022-02 and 2022-03; seconded by Valerie. The motion was approved 4-0.

Jacob asked if there is a process available that would make their job easier. A member of the commission commented that the process already in place is straight forward. The contractors have to submit drawings to scale. He also asked if there is a cheat sheet or ordinance available to the public. The zoning ordinance is online and Cheryl also provides the information to anyone who makes the request.

Flag Day

Flyover

The flyover was approved by the FAA and now waiting to hear back from Fairchild Airforce Base.

Special Occasion Permit

ACTION

Steve moved to approve the application for the special occasion permit for the Service Club to sell beer and wine on June 11th in Thiel Park and at the dance; seconded by Jacob. The motion passed 4-0.

The application will be sent back to the Liquor Control Board.

Civil War Re-enactment-Amanda Blood

Amanda Blood is waiting to hear back from this group on what to do moving forward.

Petting Zoo-Teresa Holm

The owners of the petting zoo would like to have it more centrally located. The locations in the past few years have been less than ideal. Teresa will be in charge of these vendors and stated that in the past, very little to no damage has been done to the parks by the petting zoo and that the grass has not been trampled down. Devin okayed them being in the lower park. They will only be set up for three hours and charge \$500.

ACTION

Val made the motion to allow the petting zoo to set up in the grassy area near the parking area in Thiel Park, contingent on them having their own liability insurance with the town listed as additionally insured and that the service club will be held responsible for any repairing of damages done to the park by the animals and/or spectators; seconded by Jacob. The motion passed 4-0.

NEW BUSINESS

EMS & Fire Protection Agreement

The fire commissioners have signed the contract for the 2022 EMS and Fire Protection Agreement and sent it to council for signature. The fee of \$31,441 for 2022 was approved during the 2022 budget process in December of 2021 so the signing of the contract tonight is a formality.

ACTION

Steve made a motion to approve the signing of the 2022 EMS & Fire Protection Agreement based on the fact that the amount of the EMS/Fire Protection contract had already been budgeted and approved for 2022, seconded by Val. The motion was approved 3 with 1 abstention by Jacob Warren citing lack of financial clarification.

The current 2022 budget position reflects this contract is budgeted under the general fund and line item #522 20 41 and has \$31,441 showing as budgeted for 2022.

Cemetery Maintenance Contract

John Thomas has carried the contract for cemetery maintenance since 2015 and has decided not to renew the contract this year. Devin will submit a proposal to the cemetery board for the town to take over this task at the town's mower rate of \$40 for approximately 7 hours a mowing, which should come out about the same cost to the cemetery. If the board accepts it, the town will then be responsible for the upkeep of the cemetery grounds. The board has allocated no more than \$2,500 for maintenance each year.

Dust Control

We are still waiting to get some costs from Custom Spray for the dust control applications. Alisha wants to look into increasing the amount of linear footage that the town would be responsible for. Devin is also looking into getting our equipment set up to be capable of applying product to the streets ourselves. Cheryl will make sure that the information is in the newsletter and will contact the residents that normally sign up or have expressed interest for product application when we get all the information.

Department report -Parks

Valerie Rogers reports that the parks are waking up from winter and that kids, adults and families are getting into the parks. The restrooms are now open and public works will be preparing to turn on the sprinklers. Projects that have been completed include removing the river rock from the swale area on the south end of Thiel Park and the area relandscaped with boulders, bushes and trees, which are now starting to bloom. The river rock was placed at the community center, replacing the grass which was in terrible condition. Two diseased trees were removed in Thiel Park.

A grant was received from the Recreation and Conservation Office for \$33,000 to install an irrigation system in the Pit to improve the playing fields. There is an \$11,000 fund match the town is responsible for which can be paid with in-kind work. We are waiting on the results from the cultural survey that was recently performed. Thank you to KayDee Gilkey for putting this grant together. Looking into different funding avenues for improvements including building a cover over the basketball court, resurfacing the tennis court, making it more user friendly. Other funding opportunities could be the Diamonds and Greens 2022 from the Extreme Team on channel 4 News.

It would be great to have the Pit used for more than just youth baseball for two months out of the year. The more improvements to make it more accessible, should generate an increase in use. The skatepark in Thiel Park was the product of hard work by parents and the kids doing fundraisers and looking for funding opportunities so these projects are not out of the question.

Upcoming events are the Easter Egg Hunt sponsored by the Fireman's Association; Youth baseball kicks off in May and Flag Day on June 11th.

Public Works Report

Sewer:

- VVW Samples going in this week.

Streets

- Road grading completed. There are a couple areas that still need touchup with the backhoe.
- Grader blade to Fly Fab.
- Val reported that a citizen was filling in the pothole on Railroad. Devin will investigate this.

Questions or comments to Devin:

- Hilltop Lane repairs: Devin reported that he will be using cold patch to repair Hilltop Lane.
- Northridge looks good.
- Thanks for filling the hole on 2nd.

Parks

- Restrooms are open for the season.
- We will be fertilizing the grass areas soon.

Water:

- AMI water meter system. Continuing to install meters. AMI collector final configurations should be up and going by end of this week.
- Water bacteria sample will go in this week.
- Water leak 404 N. 1st at Wilbur Ellis.

General: Annual customer satisfaction survey is out. Please complete the survey and return it to town hall. This is important to the improvement of the public works department and your opinion matters to us. We will be finalizing and going over results soon.

An Example of a Regular Task: Yard Waste (SAT May 14, 2022)

We are accepting yard waste again at the bullpen. One yard or about one pickup load is \$10. You can drop your payment off at town hall or it can be paid online. The town will be renting a chipper **and we will be having the one-day Spring chipping event on Saturday, May 14th from 8-3.** We ask that you pre-purchase either a one-load pass for \$10 or a full day pass for \$30 and place the pass on your windshield. The pass is only good for May 14th. The bullpen will be open on that day from 8:00 am-3:00 pm. No loads will be accepted after 3:00 pm and your pass is no longer active. We will most likely not be accepting yard waste for a while to give our crew time to clean up the area in addition to the rest of the work around town that needs to be completed.

To pay for loads, or to purchase the pass for the chipping event, please contact Town Hall (509) 283-2414. For questions regarding the chipping event, what is accepted, or any other matters regarding the bullpen chipping and clean green disposal area contact Devin (509) 995-4059.

As a quick reminder, please remember to keep the chipping material separate from grass clippings and leaves. That helps to make the handling of the debris much easier. Only take clean material to the bullpen. Call Devin to make sure the bullpen is unlocked before you take your load of yard debris to the site and be sure to dump it in the designated areas. Please do not abuse this system. If it continues to be abused, we will have to shut this event down.

Approval of the Minutes from March 15, 2022 regular council meeting

It was noted that Alisha's name was misspelled once.

ACTION

Steve moved to approve the minutes from the March 15, 2022 regular council meeting as corrected with the spelling correction of Alisha Anderson's name, seconded by Alisha. Motion was approved 4-0.

ACTION

Steve moved and Jacob seconded to authorize paying the claims of April 5, 2022 with EFTs for total amount of \$7,743.47 and checks #20827-20849 for a total of \$51,954.44. The motion was approved 4-0.

	04-05-2022
Claims	\$50,406.78
Payroll	9,291.13
Total Paid	\$59,697.91

Signed by Steven Walk, Alisha Anderson and Valerie Rogers

Other 7:17-7:20

Tent camper at community center

Town hall was asked about allowing a single bicyclist to camp in the park sometime later this week. He is riding up from Walla Walla, I think. He will call Jamie to let her know which day. In the past, we have let them use the community center on the grassy side-close to the alley where the ground is flat. He can use the public restrooms.

Grant update

The Pit

Jennifer DeRose has been down to the Pit and completed fieldwork activities on 3-29. She completed an intensive pedestrian survey and shovel tested 13 holes. She wondered if the outfield had ever been graded using large equipment. She is hopeful to have a draft report to us by the end of April.

Innovia grant for Community Center Kitchen

Steve will report on this next meeting.

SRTC

The grant application was emailed on Friday 4-1.

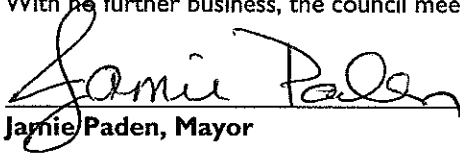
Dates to Remember

April 3-13

Cheryl gone and back to work on 14th. Heidi Turnbough will fill in a few days

Adjourn

With no further business, the council meeting adjourned at 7:31 pm.



Jamie Paden, Mayor