

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, JANUARY 25, 2016**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
January 11, 2015 Regular Meeting and January 14, 2016 Special Meeting.**
- 5. COMMUNICATIONS:**
 - A. From the Public (Please limit comments to 3 minutes)**
 - B. From the Mayor**
 - C. From Staff or Employees**
- 6. COMMITTEE REPORTS:**
 - A. Finance – Audit Report on Current Bills**
 - B. Public Safety – January 19**
 - C. Public Works – January 20**
 - D. Administrative/Intergovernmental – January 25**
 - E. Community Development – January 19**
- 7. UNFINISHED BUSINESS:**
- 8. NEW BUSINESS:**
 - A. Authorize Purchase of Patrol Vehicle**
 - B. Proposed Purchase of Alley Right of Way**
 - C. Appoint Elaine Goodner to Public Works Committee**
- 9. COUNCIL COMMENTS**
- 10. ADJOURN:**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

Individuals with disabilities may request reasonable accommodations by calling (509) 769-0131 at least three days prior to meeting.

CLARKSTON CITY COUNCIL MINUTES
January 11, 2016

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Mayor Lawrence.

COUNCIL:

<input checked="" type="checkbox"/> Beadles	<input checked="" type="checkbox"/> Nash	<input checked="" type="checkbox"/> Campbell
<input checked="" type="checkbox"/> Pierce	<input checked="" type="checkbox"/> Kolstad	
<input checked="" type="checkbox"/> Blackmon	<input checked="" type="checkbox"/> Beauchamp	

STAFF:

Chief Hastings Chief Cooper Clerk Storey City Attorney Richardson PWD Martin

AGENDA CHANGES:

APPROVAL OF MINUTES:

The minutes of the December 28, 2015, Regular Meeting are approved as corrected. The minutes of the January 6, 2016 Special Meeting were approved as distributed.

COMMUNICATIONS:

Mayor Lawrence explained the rules for public comment. She welcomed comments, asked everyone to be civil and refrain from personal attacks.

A. From the Public: The following persons addressed the council:

Tom Martin, 421 11th Street, Clarkston
Steve Porter, 928 9th Street, Clarkston
Carina Kaman, 411 9th Street, Clarkston
Gayla Filler, 928 Beachview Blvd., Clarkston
Taylor Bond, 1301 Sycamore, Clarkston

B. From the Mayor:

Mayor Lawrence said she has directed the clerk to record only the name and address of those making public comment.

Mayor Lawrence thanked Mayor Warren for her many years of service to the city and for including Mayor-elect Lawrence in the transition. Lawrence said the people spoke with their votes and change will come, but there is a process to be followed in order to make change. She appreciates the comments and encouraged the public to continue to speak.

Mayor Lawrence asked that the council be present and active in the committees they serve on, since a lot of the work is done there and items for the agenda should be vetted through committee before appearing on the agenda.

Mayor Lawrence explained the purpose of executive sessions and the reasons for holding a special meeting last week for an executive session.

Mayor Lawrence said she plans to be at City Hall between the hours of 8:30 and noon each day or can be available by appointment. She thanked the public for putting their confidence in her.

C. From Staff:

PWD Martin gave a brief explanation of the UV treatment system at the Wastewater Treatment Plant. He asked council to authorize the mayor to sign a service agreement with Hach Company for annual service for the equipment that controls the UVAS system for \$1,059. Councilmember Beadles said Finance Committee reviewed the request and recommend approval. MOTION BY

BEADLES/KOLSTAD to authorize the mayor to sign the agreement with Hach Company after legal
January 11, 2016

review. Councilmember Beauchamp said she would prefer to have the actual contract in hand for review before taking action. Motion carried.

Councilmember Blackmon asked if the building is ADA compliant. PWD Martin said it is his understanding that the building is compliant, but one issue is the lack of power doors. He is gathering information on the cost to add those doors and will bring that information to council.

Martin said in discussing traffic revisions at the Walmart/Costco entrances, concerns were raised about the impact on the east exit from Costco. He said the MPO will do traffic counts and Keller Associates, who did the North Clarkston traffic study, would assess the new counts for under \$1,000.

City Attorney Richardson reported that the jail contract has been resolved and will be presented to the council at the next meeting for final approval.

Richardson explained that the City has received several public records requests that are very time consuming. One is to review five years of files and provide everything that is responsive. Richardson spoke with Admin Committee about hiring additional help. MOTION BY BLACKMON/BEADLES to authorize hiring a part-time temporary employee to search for documents and make copies to fulfill the records request. Councilmember Kolstad asked if there is an estimate of the cost. Richardson said not at this time, but he anticipates about 20 hours per week at \$10.00 per hour. Motion carried.

COMMITTEE REPORTS:

Finance: Councilmember Blackmon reported that committee has reviewed the bills. MOTION BY BEADLES/BLACKMON to approve the bills for December 31, 2015 for \$435.20 and for January 11, 2016 for \$299,501.16. Motion carried.

Public Safety: Councilmember Beadles reported on the January 5 meeting. Committee recommends Alice White as a citizen at large representative to Public Safety.

Chief Hastings discussed the jail contract. He will review with the mayor and city attorney.

Chief Cooper discussed department values and mission statement and a vehicle mileage report. Chief Cooper requested authorization to apply for two grants, which are on the agenda. Cooper is seeking attorney advice on a possible sole source purchase of equipment. Chief Cooper explained the offline reporting system. Committee discussed health insurance for Reserve firefighters.

Public Works: Councilmember Nash reported on the January 6 meeting. Committee discussed licensing of rental properties, sidewalk repair code, Grantham School sidewalk project, the Rotary pavilion at Beachview Park, traffic calming on Riverview, and Clarkston Free Parking. Discussed beekeeping. There will be an information seminar on January 16 at City Hall. Discussed the Walmart / Costco entrance traffic. Committee recommends appointing Alice White as a citizen representative.

Admin Committee: Councilmember Nash reported there was discussion about the contracts for lodging tax funding for Visit LC Valley and the Rotary bicycle event which are on the agenda. Also discussed public records requests with City Attorney Richardson.

Community Development: Committee met on January 5. Discussion on Citizen Appreciation Awards. Ordinances presented at the last committee meeting will be sent for attorney review. Committee directed that an ordinance be prepared to repeal the marijuana ban.

Committee would like to clarify how ordinances are brought before council. They recommend that suggested ordinances be brought to council and then assigned to a committee.

Councilmember Beauchamp said it would be nice to see more public attendance at committee meetings. She also suggested council meetings be televised or put on U-tube.

UNFINISHED BUISNESS:

NEW BUSINESS:

A. Committee Assignments

Mayor Lawrence said that a description of the council standing committees is included in the

agenda packet. She encouraged citizens to consider applying to serve on a committee. She also announced that committee meetings days and times may change as they organize. Committee assignments are as follows:

<u>Public Safety</u>	<u>Public Works</u>	<u>Finance</u>
Beadles	Nash	Beadles
Pierce	Beauchamp	Blackmon
Blackmon	Campbell	Kolstad

<u>Community Development</u>	<u>Admin/Intergov</u>
Campbell	Nash
Beauchamp	Blackmon
Pierce	Kolstad

Community Organizations: Mayor Lawrence asked council to make reports available of the activities of the committees they serve on. Assignments are as follows:

Health District - Nash	Lodging Tax Advisory – Campbell	County Lodging – Campbell
Visit LC Valley – Campbell	EMS – Pierce	Valley Vision – Kolstad
PTBA – Kolstad	MPO – Beauchamp	BYEF – Blackmon
Stormwater – Nash	SEWEDA - Beauchamp	

B. Appointment of Mayor Pro-Tem

Nash nominated Councilmember Campbell. Blackmon nominated Beadles. Councilmember Campbell was appointed with five votes.

C. Contract for Tourism Services, Visit LC Valley

Councilmember Beadles said this is the standard agreement for tourism services. MOTION BY BEADLES/CAMPBELL to approve the contract as proposed. Motion carried.

D. Contract for Tourism Services, Clarkston Rotary Club

Councilmember Beadles explained the Rotary Club uses these funds to advertise the annual Rivers to Ridges bicycle event. MOTION BY BEADLES/CAMPBELL to approve the agreement with Rotary. Motion carried.

E. Appointment of Alice White to Public Works Committee

MOTION BY NASH/BEADLES to appoint Alice White to Public Works committee. Motion carried, 6-1, Kolstad opposed.

F. Appointment of Alice White to Public Safety Committee

MOTION BY BEADLES/BLACKMON to appoint Alice White to Public Safety Committee. Motion carried.

G. Authorize Grant Application for SCBA's and Air Bottles, Fire Dept

Chief Cooper said he has been working with the three other fire agencies in Asotin County on this grant application for SCBA's and bottles. The application is due this Friday. He asked council to authorize the application. MOTION BY BEADLES/KOLSTAD to authorize the grant application. Councilmember Campbell asked the cost. Chief Cooper said the City's share of the match is \$20,000. Motion carried.

H. Authorize Grant Application for Power Saws and Infrared Camera

Chief Cooper said the grant application is actually is for a master stream monitor and power saws, not infrared cameras. Councilmember Beauchamp asked why the application changed from thermal imaging cameras. Cooper explained the budget currently includes a thermal imaging camera, so he feels

this is a better use of the grant. Campbell asked the cost of the grant. Cooper said the maximum amount of the grant is \$25,000 with a 5% match. MOTION BY BEUCAHMP/BLACKMON to authorize the grant application for a master stream monitor and power saws. Motion carried.

I. Ordinance No. 1556, Zoning Text Amendment, 1st Reading

Ordinance No. 1556 was read by title.

J. Ordinance No. 1557, Repealing Ban on Recreational Marijuana Businesses, 1st Reading

Ordinance No. 1557 was read by title. Councilmember Blackmon asked if the ordinance includes repealing the ordinance on medical marijuana. Mayor Lawrence replied that the new medical marijuana rules don't go into effect until July, but it can be addressed in committee. Councilmember Campbell asked it to go to Community Development. Attorney Richardson said a draft of the ordinance is underway. PWD Martin reminded council that medical marijuana has been addressed in the new zoning amendment.

Mayor Lawrence stated that in order to expedite action on these two ordinances she is willing to call a special meeting in three days for the second reading and action on Ordinance No. 1556 and Ordinance No. 1557 if the council desires.

Kolstad and Beauchamp said they have some issues with Ordinance No. 1557 as presented. Richardson said if Kolstad wants to amend the ordinance, it can be done after the second reading according to city code. Richardson said under RCW this ordinance would be subject to referendum, therefore would not go into effect until 30 days after adoption.

Councilmember Beauchamp said she contacted MRSC and does not agree that it is subject to referendum. There was discussion between councilmembers and Richardson on whether the ordinance is subject to referendum.

A special meeting scheduled for 8:00, January 14, 2016.

COUNCIL COMMENTS:

Councilmember Beadles commented on a letter in the opinion page of the paper that he found offensive. He explained that there was a decision to provide funding to the Wine Alliance to expand tourism. Beadles said it is too bad that hatred seems to have entered into this issue.

Councilmember Pierce responded to a comment from Ms. Bond that the daycare at WWCC is regulated by the state and gave her information on how to contact them.

Councilmember Kolstad agreed with Beadles that hate mail is not necessary. He commented that he appreciates that the audience has attended faithfully through this issue and hopes they continue to come when this issue is resolved.

EXECUTIVE SESSION: Negotiations & Litigation

Mayor Lawrence announced council will go into executive session to discuss labor negotiations and litigation at 8:31 for 15 minutes. No action will be taken.

Council returned to open session at 8:46 p.m.

ADJOURN:

Meeting adjourned at 8:46 p.m.

Vickie Storey, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 12/31/15	201503-09	\$435.20
Total Fund Expenditures, 1/11/16	60714, 60718-65	\$299,501.16
Payroll,		

CLARKSTON CITY COUNCIL MINUTES
Special Meeting
January 14, 2016

CALL TO ORDER: The meeting was called to order at 8:00 p.m. by Mayor Lawrence.

COUNCIL:

<input checked="" type="checkbox"/> Beadles	<input checked="" type="checkbox"/> Nash	<input checked="" type="checkbox"/> Campbell
<input checked="" type="checkbox"/> Pierce	<input checked="" type="checkbox"/> Kolstad	
<input checked="" type="checkbox"/> Blackmon	<input checked="" type="checkbox"/> Beauchamp	

STAFF:

Chief Hastings Chief Cooper Clerk Storey City Attorney Richardson

UNFINISHED BUSINESS:

A. Approval of Contract with Asotin County for Jail Services

Mayor Lawrence said that she, City Attorney Richardson, Commissioner Shinn and County Attorney Riley, Chief Hastings and CFO Kemp to discuss the contract and make adjustments. MOTION BY BEAUCHAMP/KOLSTAD to approve the jail contract. Motion carried.

B. Ordinance No. 1557, Repealing the Ban on Recreational Marijuana Businesses, 2nd Reading for Action

Ordinance No. 1557 was read by title. MOTION BY PIERCE/CAMPBELL to approve Ordinance No. 1557. Discussion ensued regarding the effective date of the ordinance and whether it requires a thirty-day waiting period to allow for referendum.. Councilmember Nash said he understood that an ordinance can only be amended after it passes. Richardson said it is proper, by code, to amend an ordinance after its second reading, but prior to voting.

MOTION BY BEAUCHAMP/KOLSTAD to amend Ordinance 1557, repealing the ban on marijuana businesses, to a five day waiting period instead of a 30-day waiting period. Councilmember Pierce asked if the threshold for referendum is met within the thirty days, would that stop the businesses from opening. Richardson replied that the Ordinance would be stayed until after a vote.

MOTION BY CAMPBELL to call the question on the motion to amend. Motion carried, 6-1, Beauchamp opposed.

Motion to amend carried; 4-3; Beadles, Nash and Blackmon opposed.

Motion to approve Ordinance No. 1557 carried; 5-2; Beadles and Blackmon opposed.

C. Ordinance No. 1556, Text Amendment, 2nd Reading for Action

Ordinance No. 1556 was read by title. MOTION BY KOLSTAD/PIERCE to approve Ordinance No. 1556. Motion carried; 5-2; Beadles and Blackmon opposed.

ADJOURN:

Meeting adjourned at 8:31 p.m.

Vickie Storey, City Clerk

Monika Lawrence, Mayor

Public Safety Committee

January 19, 2016

Attendance: Chief Hastings, Chief Cooper, Skate Pierce, Dick Jones, Alice White, Terry Beadles

Chief Hasting discussed an ordinance giving the Fire Chief authority to temporary ban all fireworks discharge during a drought situation that promotes a fire hazard. The ordinance will be discussed further at the next meeting. We would like to encourage the county to mirror our fireworks ordinances to promote consistency throughout the county.

The Chief would like to order a patrol vehicle as per budget. (Agenda item for council action).

The police department will be ordering new service hand guns. The old guns are fifteen years old and are starting to show wear.

Police Department training was discussed. A training outline was presented for 2016. Training will include mental health crisis situations.

The department will train with area law enforcement: "Canine Encounters with Officers". The Chief will participate in fund raising efforts with area law enforcement leaders to fund this training.

The Chief discussed the STOP grant and the Domestic Violence Supplement.

Chief Cooper discussed reserve firefighter work hours. Additional discussion will be presented at the next meeting.

A demo Thermal Imaging Camera was presented for committee review.

PUBLIC WORKS COMMITTEE
Jan. 20, 2016

Attendance: M. Beauchamp, E. Goodner, A. White, G. Nash, M. Lawrence, J. Martin
Absent: B. Campbell

- 1) 628 4th St. Alley encroachment (agenda item)
Originally approved to make offer 8-9-10. Appraisal on file.
- 2) Walmart /Costco Traffic Study
MPO & Keller +/- \$800.00 for data review
- 3) Rental Licenses
Continue program review using the IPMC (International Property Maintenance Code) rather than creating additional bureaucracy. IPMC encompasses general building requirements along with light, ventilation & occupancy, plumbing facilities, HVAC & electrical requirements and fire safety requirements.
- 4) Bee Keeping
Good attendance at Saturday meeting. Need to continue review of information to continue with a possible draft of regulations. Planning Commission will be addressing the land use issue.
- 5) Appointment of Citizen at-large for Public Works Committee (agenda item)
Elaine Goodner (has been attending regularly)
- 6) Maple St. Stormwater project Grant
Resubmitted, expecting good results

Other ongoing issues:

Traffic calming
Clarkston Free Parking
Rotary Cover

Discussion:

M. Beauchamp suggests the need for baby changing tables in the City Hall restrooms and we should consider moving forward with power doors for ADA access to City Hall.

G. Nash to continue as chairman.

Recommending appointment of Elaine Goodner as Citizen at-large for committee.

The Community Development Committee met on January 19th at 2:00 pm. In attendance were Skate Pierce, Monika Beauchamp, Belinda Campbell, Tricia York, Mayor Lawrence.

Items of discussion included appointing a chairperson. Belinda Campbell was appointed.

Making changes to the agenda to include keeping old business on the agenda until a final action has been taken. We discussed adding to the agenda an opportunity for audience members to make comments at the end of the meeting regarding agenda items only. Again, limited to three minutes. Also, Monika Beauchamp brought up the opportunity for a possible high school project of committee meetings being recorded and then either able to view them on YouTube or livestream the meetings. Possibly our Council meetings as well?

Ask Jim Martin about the beekeeping program. Where are we with planning and zoning in regards to the apiary?

There was discussion regarding mobile food stands. Is this something that needs to be discussed with another committee? Has George Nash taken the lead on this? Should the health department be involved in discussions? How can we be helpful in allowing food stands to be mobile in the hopes of their success allowing them to become brick and mortar businesses?

Bridge street was discussed. What can we do to improve the aesthetics of Bridge Street and also 6th Street? Sidewalks to curb are crumbling, appearance of some buildings need improvement, the list continues. Tree plantings, curbs, shrubs.

As many projects as we would like to see undertaken in the City of Clarkston, including sidewalk projects, handicap accessible ideas, pocket park, downtown and diagonal improvements, etc., could we bring in to our City of Clarkston employment a grant writer/administrator? With as much as Vickie Storey has on her plate, would it be fair to add additional duties to her current ones and then have to add more staff to assist her? A grant writer could possibly include their salary within the grant itself.

COMMITTEE APPLICATION FOR
CITIZENS AT-LARGE

Name Elaine Goodner
Home Phone 208.791.3082 Message Phone
Address 1302 8th Street
City Clarkston State WA Zip 99403
Are you over 18 year of age? Yes No

Committee Applying for: Public Works Committee

Why do you want to serve on this committee? As an area landlord and small real estate investment owner, I have an interest in both educating myself more directly on city business that affects my home and business and I would like to serve my community as a volunteer.

List special skills, interests or knowledge that you would bring to the committee:

Former 13 year Realtor in the Lewis-Clark valley, former Valley Rental Association President and member serving our areas landlords, former volunteer on various boards including Lewiston Civic Theatre, Lewiston Library Foundation, Lewiston Friends of the Library

Most committee meetings take place during normal work hours. Are you available to attend this committee's regular meetings? Yes No

and more positions in school PTA's and church.

City of Clarkston
Public Works Director
830 5th St.
(509) 758-1662
(509) 758-1670 fax

Memo

To: Council

From: James E. Martin, PWD

CC: Mayor Engle

Date: Aug. 5, 2010

Re: Alley Encroachment

I've been working with the Public Works Committee to resolve an issue where one of our alleys has gradually encroached into private property. This progression has slowly evolved over time to where the actual traffic in the alley and the paving of the alley crept over the corner at a turn in the alley. Since it was public right of way, a survey was accomplished and an appraisal done for that encroachment that took place.

With the support of the PW Committee I am seeking Council support to offer the owners the fair market value of the property that has been taken. This would assure the needed area for garbage collection and not having to return the property to its' original state. The appraisal was accomplished for \$600.00 and the survey at \$300.00, while the fair market value of the piece of property is \$2,655.00. This puts the total at \$3,555.00.

Thank you,

Jim

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CLARKSTON CITY COUNCIL MINUTES

August 9, 2010

CALL TO ORDER: Mayor Engle, 7:00 P.M.

ROLL CALL: Councilmembers Present: Warren, Smith, Nash, Lawrence, Lomen, McLaughlin, Beadles

Staff Present: City Attorney Grow, Clerk Storey, Chief Hastings, Chief Cooper, PWD Martin

AGENDA CHANGES: Added Public Works Committee report.

APPROVAL OF MINUTES: MOTION BY BEADLES/LAWRENCE to approve the minutes of the July 26, 2010 regular meeting. Motion carried.

COMMUNICATIONS:

A. From the Public

B. From the Mayor

Mayor Engle said that since Warren Frudd has resigned from the EMS Council the City should advertise for interested parties to serve on that committee.

Mayor Engle commented that there is a shortfall anticipated in the ambulance fund and she believes that amount should be added to the EMS levy so that current expense doesn't have to subsidize the fund.

C. From Staff

UNFINISHED BUSINESS:

NEW BUSINESS:

A. Property Acquisition, 628 4th Street Alley

 PWD Martin explained that it has been discovered that the alley has encroached on property at 628 4th Street. The owners had enquired about erecting a fence, which brought the issue to light. The city had the property appraised. The portion that has been taken over by the alley is valued at \$2,655. Martin asked for permission to make an offer to purchase the property from the owner. He said it would probably be more expensive to return the property to its original condition than it would be to buy that portion that is now being used as alley. With the value of the property, the cost of the survey and appraisal, a budget amendment of \$3,555 would be needed to cover the costs. MOTION BY BEADLES/NASH to offer up to \$2,655 to purchase the property and authorize a budget amendment from Current Expense Reserve for \$3,555 to cover expenses. The need for title insurance, which would be an additional expense, was brought up. City Attorney Grow said because the value is low a warranty deed could be executed without the title insurance. But title insurance would ensure that the city has clear title to the property. It would cost about \$400. Martin was directed to approach the owners with an offer to purchase and to find out if there are existing mortgages or liens that would need to be dealt with to obtain title. Motion carried.

B. Change Order, 5th & Bridge Project

PWD Martin explained that the contractor ran over estimates in traffic control on the 5th & Bridge project. They have requested a change order of \$11,968 to cover those extra expenses. Martin checked with MRSC since the project had already been accepted as complete prior to this request. MRSC advised that as long as the work was truly done the city can authorize the change order, even after the fact. Martin said that the project was funded by WalMart and there are still funds available from that payment to cover this expense. MOTION BY BEADLES/LOMEN to authorize the change order. Motion carried.

C. Letter of Support, Catastrophic Emergency Center

Councilmember Warren said that the Pautler Center is seeking grants to create an emergency shelter at the center. They have requested a letter of support from the city. MOTION BY BEADLES/WARREN to authorize a letter of support. Motion carried.

D. Resolution No. 2010-17, 2011 EMS Levy