

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
MONDAY, JANUARY 8, 2018**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:  
December 26, 2017 Regular 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/Admin – Audit Report on Current Bills – Jan 8**
  - B. Public Safety – Jan 2**
  - C. Public Works – Jan 2**
  - D. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
  
- 7. UNFINISHED BUSINESS:**
  - A. Ordinance 1592 – Amending Zoning Map – ZC 2017-06 (2<sup>nd</sup> Reading)**
  
- 8. NEW BUSINESS:**
  - A. Committee Assignments**
  - B. Appoint Mayor Pro Tem**
  - C. Authorization to apply for FEMA AFG SCBA Grant (Public Safety)**
  - D. Authorization to apply for FEMA AFG Vehicle Acquisition Grant (Public Safety)**
  - D. Contract for Professional Services**
  
- 9. COUNCIL COMMENTS:**
  
- 10. QUESTIONS FROM THE PRESS:**
  
- 11. EXECUTIVE SESSION: NONE**
  
- 12. 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.

**CLARKSTON CITY COUNCIL MINUTES**  
**December 26, 2017**

ROLL CALL: Belinda Campbell, Terry Beadles, John Murray, Skate Pierce, Brian Kolstad, Kelly Blackmon, Joel Proffitt.

STAFF: Chief Hastings, PWD Poole, Clerk Austin, Trae Turner for Attorney Richardson. Chief Cooper absent.

**AGENDA CHANGES:** None

**APPROVAL OF MINUTES:** Minutes of the December 11, 2017 Regular Meeting were approved as distributed.

**COMMUNICATIONS:**

**A. From the Public:** None

**B. From Mayor:** Mayor Lawrence commented on the orientation for new councilmembers. Councilmember Proffitt was congratulated on birth of baby boy. The Mayor advised that all councilmembers have been sworn in now in anticipation of taking office on January 1. The Mayor received an invitation to the JROTC Military Ball on January 6. Two retiring councilmembers received recognition. Kelly Blackmon was presented with a certificate in recognition of his service on the council. Terry Beadles was presented a plaque for his 22 plus years of service. The Mayor recognized Beadles as probably the longest serving councilmember in Clarkston's history. Beadles complimented the citizens of Clarkston, thanking them for electing him to serve. Mayor Lawrence advised of the working committees being allocated at the first meeting of 2018.

**C. From Staff or Employees:** None

**COMMITTEE REPORTS**

**Finance:** Councilmember Beadles reported the bills were reviewed and approved for payment. Total expenditures for the December 26, 2017 period of \$362,200.01. MOTION BY BEADLES/BLACKMON to approve the bills as read. Beadles commented the largest expenditure being a \$183,000 check to Avista, this was a reimbursement from the TRB Re-Light Washington Grant. Councilmember Campbell thanked Clerk Austin for distributing the financial reports. Motion Carried.

**Public Safety:** Councilmember Beadles reported that Chief Cooper updated the committee on the progress of Clarkston participating in the GEMT program. An updated copy of the Fire and Life Safety Services Agreement with the Port of Wilma was presented. This is an agenda item for Council action. The Red Wolf bridge closure for resurfacing was discussed. The discussion centered on options for Clarkston Fire Department providing Fire and Ambulance services to Port of Wilma during the bridge closure. The committee recommends that emergency services be provided by the route of the Clearwater Bridge. Staffing issues were discussed: 2 new hires will start in January, there are some personnel injuries (off duty activities), and 1 member interviewing with another fire department.

**Public Works:** Councilmember Pierce reported that the committee met with PUD to discuss the future. Satellite recycling plans for the City were discussed. The Relight Washington grant is available to switch the decorative lights and street lights on 6<sup>th</sup> St to more economical LED lights. This is an agenda item for action. The proposed Unfit/Unsafe Structures Ordinance has been sent to the City Attorney for legal review. There was a further discussion on ADA compliant sidewalks. The total cost for identified sections is \$63,800. A rough draft letter for homeowners was reviewed. PWD Poole updated the Council that WSDOT agreed to pay for sidewalk in front of Tomato Brothers and Taco Time. This is 50% of the contract pricing that we have identified. The City will be reimbursed for the cost of the sidewalks that needed to be fixed at those locations.

**Admin Committee:** Councilmember Murray advised that the committee did not meet.

**Community Development:** No meeting.

**Outside Organizations:** No reports.

**UNFINISHED BUSINESS:**

**A. Ordinance 1589 – 2017 Budget Amendment #2 (2<sup>nd</sup> Reading)**

Ordinance read by title. MOTION BY BLACKMON/BEADLES to approve ordinance. Councilmember Campbell asked for clarification on which budget this was for. Motion carried.

**B. Ordinance 1590 – 2018 Budget (2<sup>nd</sup> Reading)**

Ordinance read by title. MOTION BY BEADLES/KOLSTAD to approve ordinance. Motion carried.

**C. Ordinance 1591 – Amend 2.76 Council Standing Committees (2<sup>nd</sup> Reading).**

Ordinance read by title. MOTION BY BLACKMON/CAMPBELL to approve ordinance. Motion carried.

**NEW BUSINESS:**

**A. Fire and Life Safety Services Agreement with the Port of Wilma (Public Safety) Beadles presented the contract for services.** MOTION BY PIERCE/KOLSTAD to approve agreement. Councilmember Beadles commented that this allows for the City to provide services, any calls for service are charged extra. The Mayor also advised that this includes an increase in that will be charged to the Port. Councilmember Murray asked why there was a difference between Fire Response and EMS Response costs. Beadles advised that it cost the City more for Fire units to respond. Murray asked for clarification on the language regarding the 60 minute charge. Motion carried.

**B. Authorization to apply for TIB Re-light Washington Grant (Public Works)** MOTION BY PIERCE/KOLSTAD to authorize application. PWD Poole explained to the Council that this grant was to replace 6<sup>th</sup> street lights with LED. Motion carried.

**C. Resolution 2017-12, 2018 Position Allocation Resolution** read by title. MOTION BY CAMPBELL/PROFITT to approve resolution. Motion carried.

**D. ZC-2017-06 Findings of Fact and Conclusions of Law** PWD Poole advised the council on the findings of fact, conclusion of law and recommendation of approval of rezoning the location of 535 6<sup>th</sup> Street. The property owner, Scott Henderson is in attendance.

**E. Ordinance 1592 – Amending Zoning Map – ZC 2017-06 (1<sup>st</sup> Reading)** Ordinance read by title. Vote at next meeting.

**F. Contract for Janitorial Service** MOTION BY BEADLES/KOLSTAD to approve contract. Motion carried.

**COUNCIL COMMENTS:** Beadles advised that his wife was in the audience, he thanked her for her support for the 22 years he was on council. Kolstad acknowledged PWD Poole regarding the positive comments received on the Walmart/Costco interchange. Pierce thanked Beadles for being a good example and a mentor. He advised that Beadles was not adversarial, and had an obvious love for the community. Pierce also thanked Blackmon for his service. Blackmon congratulated Russ Evans and Pat Holman, and wished both good luck on the council.

**PRESS QUESTIONS:** NONE.

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

Meeting adjourned at 7:35p.m.

\_\_\_\_\_  
Steve Austin, City Clerk

\_\_\_\_\_  
Monika Lawrence, Mayor

Total Fund Expenditures, 12/26/17	Ck # 65376-65421	\$236,515.57
Payroll, 12/20/17	Ck # 65358-65372	\$125,684.44

ORDINANCE NO. 1592

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 17.05.080, WHICH ESTABLISHES THE OFFICIAL ZONING MAP OF THE CITY OF CLARKSTON.

WHEREAS, the Planning Commission held a public hearing on December 4, 2017 to consider a request from Scott Henderson on Zoning Map Change Application No. ZC-2017-06 and adopted Findings of Fact, Conclusions of Law and a Recommendation to approve the zone change;

NOW THEREFORE, be it ordained by the City Council of the City of Clarkston as follows:

SECTION 1.0

Clarkston Municipal Code Chapter 17.05.080 is hereby amended as follows:

The property described below is hereby changed from Medium Density Residential (R-2) to Service Commercial (SC) zoning designation:

A parcel of land, comprised of Lots 35-40, of Block 39 of Clarkston according to the official plat thereof, records of Asotin County, Washington, located in the North half (1/2) of Section 21, Township 11 North, Range 46 East, Willamette Meridian, City of Clarkston, County of Asotin, State of Washington.

Property is commonly referred to as 535 6th Street.

SECTION 2.0

This ordinance shall be in full force and effect upon the signing hereof by the Mayor, attestation by the City Clerk and publication as required by law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Monika Lawrence, Mayor

ATTEST BY:

\_\_\_\_\_  
Steve Austin, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Todd Richardson, City Attorney

# CITY OF CLARKSTON

*InterOffice Memorandum*

DEPARTMENT: FIRE

**DATE:** January 4, 2018

**TO:** Steve Austin, City Clerk

**FROM:** Steve Cooper 

**SUBJECT:** Fire Act Grant Applications

Fire Act Grant Applications are being accepted now through February 2<sup>nd</sup>.

The Fire Department is requesting City Council approval to complete and submit applications for two grants.

Approve submitting an application for a grant to replace aged self-contained breathing apparatus (SCBAs) in the Operations and Safety segment of the AFG. Estimated cost will be near \$200,000 including sales tax – local match will be 5%.

Approve submitting an application for a grant to purchase a new ambulance in the Vehicle Acquisition area. Estimated cost for a new ambulance will be near \$170,000 plus \$13,430 sales tax - \$193,430 – local match will be 5%.

These grants are competitive; they only expect to award 2,500 across the nation.

Additional information is attached.

## **CONTRACT FOR PROFESSIONAL CONSULTING SERVICES**

The City of Clarkston, Washington  
and  
Vickie Storey

This contract entered into between the City of Clarkston, Washington hereinafter called "City" and Vickie Storey, hereinafter called "Contractor" is effective January 1, 2018. That for and in consideration of the mutual promises and covenants exchanged herein, the parties agree as follows:

### **ARTICLE I – SERVICES**

The City is of the opinion the Contractor has the necessary qualifications and abilities to provide consulting services to the City of Clarkston.

The Contractor is agreeable to providing such consulting services to the City on the terms and conditions set out in this Agreement.

In Consideration of the matters described above and the mutual benefits and obligation set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Contractor and the City agree as follows:

1. The City of Clarkston agrees to engage the Contractor to provide the following consulting services:  
Operational functions of the Clerk/Treasurer's Office
2. The services will also include any other tasks which the parties may agree.

### **ARTICLE II – INDEPENDENT CONTRACTOR**

Contractor further acknowledges that she is not considered an affiliate or subsidiary of the City and is not entitled to any employment rights or benefits.

Contractor recognizes and acknowledges that this Agreement creates a confidential relationship between Contractor and the City, that information concerning the City's business affairs, customers, vendors, finances, properties, methods of operation, computer programs, and documentation, and other such information, whether written, oral, or otherwise, is confidential in nature. All such information concerning the City of Clarkston is hereinafter collectively referred to as "Confidential Information." Contractor agrees to follow City of Clarkston procedures and otherwise take all reasonable precautions for the protection of Confidential Information.

Contractor agrees that her work product produced in the performance of this Agreement shall remain the exclusive property of the City, and that she will not sell, transfer, publish, disclose or otherwise make the work product available to third parties.

**ARTICLE III – CONSIDERATION**

In consideration of the Contractor's performance hereunder, the City shall pay the sum of \$35 Dollars per hour. Payments shall be beginning January 1, 2018. Payments shall be after services are rendered.

In providing services under this Agreement it is expressly agreed that the Contractor is acting as an independent Contractor and not as an employee. The Contractor and the City acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service. The City is not required to pay, or make any contributions to, social security, Medicare, local, state or federal tax, unemployment compensation, workers' compensation, insurance premium, pension or any other employee benefit for the Contractor during the Term. The Contractor is responsible for paying and complying with reporting requirements for, all local, state and federal taxes related to payments made to the Contractor under this Agreement.

**ARTICLE IV - HOLD HARMLESS**

The Contractor shall hold and save the City, its officers, agents and employees harmless from liability of any kind, including costs and expenses for and/or on account of any or all suits, judgments, or damages of any character whatsoever, resulting from injuries or damages sustained by person or persons or property by virtue of performance of this contract.

**ARTICLE V – TERM OF CONTRACT**

This contract shall be effective beginning with January 1, 2018 through December 31, 2018. However, either party may terminate this agreement upon 30 days written notice.

Contractor:

City of Clarkston:

\_\_\_\_\_  
Vickie Storey  
  
811 3rd Street  
Clarkston, WA 99403  
Phone: 208-305-2544

\_\_\_\_\_  
Monika Lawrence, Mayor  
  
\_\_\_\_\_  
Steve Austin, City Clerk/Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date