

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, NOVEMBER 27, 2017**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:
November 13, 2017 Regular Meeting**
- 5. PUBLIC HEARING: 2018 BUDGET**
- 6. COMMUNICATIONS:**
 - A. From the Public** (Please limit comments to 3 minutes)
 - B. From the Mayor**
 - C. From Staff or Employees**
- 7. COMMITTEE REPORTS:**
 - A. Finance – Audit Report on Current Bills**
 - B. Public Safety – Nov 21**
 - C. Public Works – Nov 21**
 - D. Administrative/Intergovernmental – Nov 27**
 - E. Community Development – Did Not Meet**
 - F. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 8. UNFINISHED BUSINESS:**
 - A. Ordinance 1588 – Sewer Collection and Disposal Charges (2nd Reading)**
- 9. NEW BUSINESS:**
 - A. Resolution 2017-08 Property Tax**
 - B. Resolution 2017-09 Sole Source Purchase of Garbage Collection Vehicle**
 - C. Discussion on 2018 Administration Wages**
- 10. COUNCIL COMMENTS:**
- 11. QUESTIONS FROM THE PRESS:**
- 12. EXECUTIVE SESSION: NONE**
- 13. 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.

Agenda, November 27, 2017

CLARKSTON CITY COUNCIL MINUTES
November 13, 2017

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

STAFF: Chief Hastings, Chief Cooper, PWD Poole, Clerk Austin, Attorney Richardson

AGENDA CHANGES: Add Item “E” under New Business: Lodging Tax Commission Recommendation for Funding. Add Item “F” under New Business: Approval of Interlocal Agreement for Solid Waste Management.

APPROVAL OF MINUTES: Minutes of the October 23, 2017 Regular Meeting and the October 30, 2017 Special Meeting and Budget Workshop were approved as distributed.

PRESENTATION: Visit Lewis Clark Valley Update on Progress. Michelle Peters gave an update on programs that are promoted by Visit LC Valley. She presented the council information on current advertising programs in various magazines and circulars. Visit LC Valley has utilized interns for graphic design from LCSC and public relations from WSU. Currently Visit LC Valley is working with industry influencers – travel blogs and writers. There have been a lot of stories published on wineries in the Valley. Peters has attended travel and trade shows, like the Motor Coach Tours Association Show to promote the Valley. In 2018, there will be an increase in the number of cruise boats that visit here.

PUBLIC HEARING: 2018 REVENUE & PROPERTY TAX

Mayor Lawrence opened the Public Hearing at 7:10 p.m.

Clerk Austin gave a brief presentation on the revenue sources for the Current Expense Fund, including the fact that a 1% increase to the property tax levy is included in the preliminary budget. Most other revenue sources are comparable to 2017. Business excise taxes are planned down slightly. Avista is the largest source of revenue in this category. Gambling taxes are fairly consistent, however, the amount reflects a 2% decrease implemented in 2017.

Business Licenses have an increase for 2018 that has been reflected in the budget. The formula for the revenue on Marijuana taxes has been modified by the state. It appears that we will receive \$15,000 for 2017 and around \$20,000 for 2018.

Mayor Lawrence opened the floor to comments from the public.

PUBLIC COMMENT:

Jill Eckberg - 1126 5th Street

The public hearing was closed at 7:17 p.m.

INTERVIEWS OF COUNCILMEMBER APPLICANTS

Mayor Lawrence explained the process for interviewing and appointing a new councilmember to fill the vacancy left by Monika Beauchamp’s resignation. The applicants, in order of interview, are: Philip Cuevas, Richard Kennedy, and Joel Proffitt.

EXECUTIVE SESSION: DISCUSSION OF APPLICANT QUALIFICATIONS

Council adjourned to discuss qualifications of the candidates at 8:04 p.m. Estimated time of session is 10 minutes. Council returned to open session at 8:14 p.m.

APPOINTMENT OF COUNCILMEMBER

MOTION BY PIERCE/CAMPBELL to nominate Joel Profitt to fill vacant position. Councilmember Pierce thanked everyone that applied and commented on the qualifications of all. Councilmember Beadles abstained from the vote due to being related to an applicant. The vote was 5-0-1 with Beadles abstaining. Profitt was sworn in as councilmember by Clerk Austin, and was seated with the council.

COMMUNICATIONS:

A. From the Public:

Jill Eckberg - 1126 5th Street

Melyssa Andrews - 721 11th Street

B. From Mayor: Mayor Lawrence announced that the Public Hearing on the 2018 Budget will be November 27, 2017. She reminded the newly elected officials that there is training on Open Government that they must attend. The next training is in Pullman on December 2, 2017. Clerk Austin has packets for the newly elected. A Thank you card was received from Deputy Vargas for the presentation by the Council.

C. From Staff or Employees: Attorney Richardson advised that the lawsuit brought by Canna4Life has been dismissed.

COMMITTEE REPORTS

Finance: Councilmember Beadles reported the bills were reviewed and approved for payment. Total expenditures for the November 13, 2017 period of \$440,607.80. MOTION BY BEADLES/KOLSTAD to approve the bills as read.

Public Safety: Councilmember Beadles reported that committee met November 7. In attendance was Mark Janowski (Asotin County Emergency Management Coordinator) with a report: It appears that Homeland Security Grants will become a thing of the past. Request that the Mayor sign a letter of intent for Asotin County Hazard Mitigation Planning Grant Application. * (Agenda item for Council action). He discussed the emergency communication plan. Our equipment is outdated and in need of upgrading. The Hazard Mitigation Plan need to be upgraded and coordination meetings should be implemented.

Chief Hastings reported that the PD will participate in a food donation drive at the Grocery Outlet. The department will compete against other local agencies. Chief Hastings will attend a conference on training, hiring, retention, and leadership. A letter was received from Sara Kern (Community Sexual Assault Program) commending Detective Sergeant Bryon Denny.

Chief Cooper reported that two employees will be on medical leave. Staffing could be an issue for the near future. The labor budget could be exceeded due to staffing. Ambulance revenues are above projections. Chief Cooper will attend a conference on the Ground Emergency Medical Transportation program. Chief Cooper is working with WADOT about the Red Wolf Bridge Closure due to construction. A Volunteer Retention Survey will be sent to area Fire Departments. Chief Cooper is reviewing the floating holiday schedule to carry forward in the next year budget.

Public Works: Councilmember Pierce reported that Beachview shelter demolition quotes have been received. McCall's was the lowest bidder and will complete the work by 12/1/17.

We received a request from the Coalition Against Bigger Trucks to limit the passage of large trucks on our roads. We don't really don't have any say as the truck routes are State Highways. We will not participate. We need to follow up with the chamber on their communication with WADOT about traffic control plan for the Christmas Parade. We got our Public Works Inspector a tablet that saves him time and effort and allows him to complete more inspections per day. We have a grant application in place to help us pay for our comprehensive plan update. We had an inquiry on if the council would want to place a permit fee on the installation of doors and windows.

Admin Committee: Councilmember Blackmon advised that the committee had met earlier tonight. A Legislative Agenda to present to the State was discussed. The consolidation of Committees proposal by the Mayor was discussed. Direction for an ordinance to be presented to make the change was approved.

Community Development: No meeting.

Outside Organizations: Mayor Lawrence and Councilmember Pierce attended the Public Health Meeting. The Budget for 2018 and monthly expenses were discussed. Also discussed were unfunded mandates from the State. Asotin County Public Health works hard to provide what they do on a shoestring budget. Councilmember Pierce commented that the problem with Public Health is lack of funding. There are always problems with septic inspections in the county, and problems with State funding. Councilmember Kolstad reported on the PTBA meeting. Ride numbers are up for bus travelers. North West Media is working on advertisements. The Saturday bus service has grown. Kolstad commented that even with the various Bridge closures over the summer, PTBA was successful in helping vulnerable citizens get to jobs, shopping and appointments.

UNFINISHED BUSINESS:

A. Ordinance 1585 – Amending Zoning Map – ZC 2017-03 (2nd Reading)

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

B. Ordinance 1586 – Amending Zoning Map – ZC 2017-04 (2nd Reading)

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

C. Ordinance 1587 – Amending Zoning Map – ZC 2017-05 (2nd Reading)

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

NEW BUSINESS:

A. Resolution 2017-07 Business License Fees

Resolution read by title. MOTION BY PIERCE/BLACKMON to approve ordinance. Vote was 6-1. Beadles opposed. Motion carried.

B. Ordinance 1588 – Sewer Collection and Disposal Charges (1st Reading)

Ordinance read by title. Vote will be held at the next council meeting.

C. Letter of intent for Asotin County Hazard Mitigation Planning Grant Application.

MOTION BY KOLSTAD/PIERCE to approve the signing letter of intent. Councilmember Murray asked who we are applying to. Councilmember Pierce advised it was to a separate entity. Motion Carried.

D. Award of quote for demolition of Beachview picnic structure.

MOTION BY CAMPBELL/KOLSTAD to award quote for demolition. Councilmember Pierce asked if this was to remove the structure and grill. PWD Poole advised that the BBQ Pits will be removed along with any protrusions. The concrete lab will stay. Councilmember Campbell advised that we will reuse the slab. Councilmember Blackmon asked if the BBQ pits would be rebuilt. There was a discussion of the state of the pits and the recommendation to remove them completely. PWD Poole advised he had talked with Rotary clubs to build a new structure. Poole also said we would look at grants to provide a walking path and parking, possibly a connection to Chestnut beach. Motion Carried.

E. Lodging Tax Commission Recommendation for Funding.

MOTION BY CAMPBELL/BEADLES to recommend approval of funding. Councilmember Murray requested clarification on the amount and purpose. Campbell explained the role that Michelle Peters has, that request is for \$85,000 – the same as in 2017. The funds will be used for advertising and purposes outlined in the presentation earlier. Councilmember Beadles commented that the money has to be spent on tourism, and recommended approval. Motion Carried.

F. Approval of Interlocal Agreement for Solid Waste Management.

MOTION BY BEADLES/KOLSTAD to approve the agreement. Councilmember Campbell commented that they all do an outstanding job. PWD Poole explained that the Asotin County Regional Landfill developed a Management Plan and asked for input. The City can remove itself from the plan with a 30 day notice. Poole recommended approval of agreement. Motion Carried.

COUNCIL COMMENTS: Councilmember Beadles thanked the candidates that applied for the position on the Council. He responded to the earlier comment from Jill Eckberg regarding increase in sewer bills. The Sewer plant recently underwent a \$10 Million upgrade that was mandated by EPA. He commented that paying off those loans are a big expense. Currently the City is outspending our revenues, and we have to get it under control. Beadles advised that we will create a problem, since 75% of expenses are for labor costs. Councilmember Murray asked Chief Cooper to contact the citizen that had written a letter regarding fireworks. Councilmember Blackmon welcomed Joel Profitt to the Council. Profitt advised he was excited by the opportunity to be on the Council and to serve Clarkston.

PRESS QUESTIONS: None

EXECUTIVE SESSION: None.

ADJOURNMENT:

Meeting adjourned at 8:52 p.m.

Steve Austin, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures, 11/13/17	Ck # 65085-65169	\$145,688.45
Payroll, 11/05/17	Ck # 65043-65080	\$294,919.35

ORDINANCE NO. 1588

AN ORDINANCE AMENDING CLARKSTON MUNICIPAL CODE CHAPTER 14.06.060 and 14.06.110, WHICH ESTABLISHES SEWER COLLECTION AND DISPOSAL CHARGES

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLARKSTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1.0

Clarkston Municipal Code Chapter 14.06 is hereby amended as follows:

14.06.060 Rates – Sanitary Sewer.

(a) The city council shall establish, by ordinance, rates for sewer service as provided in RCW 35.67.190.

(b) The following rates are hereby established, effective January 1, 2018:

Classification	Monthly Base Charge	Monthly Sewer Charge per 100 Cubic Feet of Water Consumed	Average Monthly Rate by Classification
Residential	\$13.52	\$2.85	\$32.00
Commercial	\$26.03	\$2.85	\$64.00

(c) The following accounts shall be billed at a rate equivalent to the monthly average for their classification:

1. Greenhouses
2. Accounts not connected to the public water system.

(d) Automatic car washes shall be charged three (3) times the commercial average.

(e) Properties outside the corporate limits that have not fully participated in a City ULID shall have a rate 50% greater than the rate charged for similar service inside the City’s corporate limits.

14.06.110

(1) Owners or managers of residential and commercial properties may apply to the city for suspension of service prior to the time the premises become unoccupied. Suspension of service shall not apply to multi-unit properties served by one water meter, where individual unit water consumption cannot be determined. Application shall be made on forms provided by the city and approved by the office of the city treasurer. Upon approval, the sewer service shall be suspended and the regular charge for the service shall

be suspended and replaced with a service/standby charge until the premises are reoccupied.

(2) No credit for suspension of service shall be given unless the premises remain unoccupied for 30 consecutive days.

(3) Service/standby charges shall take effect the month in which the property owner/manager makes application to the city, provided the property has been vacant for 30 consecutive days. For those properties vacant 15 days or less at the time application is made but anticipated to be vacant 30 consecutive days or more, the effective date shall be the first of the month following application.

(4) Upon re-occupancy, the sewer charge will be set at the average for the appropriate classification. The owner shall notify the city of the re-occupancy.

(5) Service/standby charges for qualifying properties under this section shall be \$5.00 per month for residential properties and commercial properties.

(6) There shall be no suspension of service for the stormwater portion of the fees.

SECTION 2.0

This ordinance shall be in full force and effect as of January 1, 2018 upon the signing hereof by the Mayor, authentication by the City Clerk and publication as required by law.

DATED this 23rd day of November, 2017.

Monika Lawrence, Mayor

Authenticated:

Steve Austin, City Clerk

RESOLUTION NO. 2017-08

A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, SETTING THE PROPERTY TAX LEVY FOR 2018.

WHEREAS, the City Council of the City of Clarkston has met and considered its budget for the calendar year 2018; and

WHEREAS, the City Council of the City of Clarkston after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Clarkston Taxing District requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the district and in its best interest; now, therefore,

BE IT HEREBY RESOLVED by the City Council of the City of Clarkston, Washington, that an increase in the regular property tax levy, in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, is hereby authorized for the 2018 levy in the amount of \$9,970, which is a percentage increase of one (1) percent from the previous year.

Further, that the voters approved an excess levy for EMS of \$625,000 for the 2018 tax year.

Adopted this 27th day of November, 2017.

Monika Lawrence, Mayor

ATTEST:

Steve Austin, City Clerk

RESOLUTION NO. 2017-09

A RESOLUTION APPROVING THE SOLE SOURCE PURCHASE OF A USED GARBAGE COLLECTION VEHICLE.

WHEREAS, the City Council of the City of Clarkston, Washington, recognizes the need to adequately equip the Public Works Department; and

WHEREAS, the Public Works Director has found an opportunity to purchase a used garbage collection vehicle in good condition to supplement the current fleet; and

WHEREAS, the City council recognizes that this used vehicle represents good value and is advantageous to the City;

NOW THEREFORE, IT IS HEREBY RESOLVED that:

1. Justification for Sole Source Purchase. Purchase of used equipment is not amenable to the bidding process;
2. Necessity. The used vehicle under consideration represents good value and its purchase would be advantageous to the City.
3. Cost. The purchase price of this vehicle is \$10,000.

DATED this 27th day of November 2017.

Monika Lawrence, Mayor

Steve Austin, City Clerk