

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
MONDAY, FEBRUARY 26, 2018**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. AGENDA CHANGES:**
- 4. APPROVAL OF MINUTES:  
February 12, 2018 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 – Feb 26**
  - B. Public Safety – Feb 20**
  - C. Public Works – Feb 20**
  - D. Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**
- 7. UNFINISHED BUSINESS: None**
- 8. NEW BUSINESS:**
  - A. WCIA Risk Reduction Grant Program Application Approval (Public Works)**
  - B. 2018 WA FLAP Grant Application – Highland to Snake River Access (Public Works)**
  - C. 2018 WA FLAP Grant Application – Chestnut Beach Access (Public Works)**
- 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**  
**February 12, 2018**

ROLL CALL: Pat Holman, Russ Evans, Joel Profitt, Skate Pierce, Belinda Campbell, Brian Kolstad, John Murray.

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

**AGENDA CHANGES:**

**APPROVAL OF MINUTES:** Minutes of the January 22, 2018 Regular Meeting were approved as distributed.

**COMMUNICATIONS:**

**A. From the Public:**

Alice White – 742 13<sup>th</sup> Street

Brian Shinn – 929 Beachview – County Commissioner, on behalf of County. Commissioner Shinn advised the Council of an upcoming Town Hall meeting. There will be a presentation on Stormwater and public opinion on financing and building new a new jail. The meeting will be February 22, 2018 at 6:30pm.

**B. From Mayor:** Mayor Lawrence mentioned letter of thanks from Valley Vision. She advised the council that Epic will host a Night Out for Families. Councilmembers were provided information on donating to the CHS Senior party. A letter to Local 2299 regarding the timeline of events on the recent personnel issue was distributed.

**C. From Staff or Employees:** PWD Poole spoke regarding the 6<sup>th</sup> & Chestnut patching project that was mentioned in a letter in the Lewiston Tribune. He advised that as soon as it is available, the area will be fixed with hot mix asphalt.

**COMMITTEE REPORTS**

**Finance/Admin:** Councilmember Murray reported the bills were reviewed and approved for payment. Total expenditures for the February 12, 2018 period of \$479,684.72. Total adjusted expenditures for June Endo of Month (EOM), September EOM, October EOM, November EOM, and December EOM of \$539,233.68. MOTION BY PIERCE/EVANS to approve the bills as read. The Committee reviewed the current voting rights legislation that discusses having cities divide into districts for representation. Mayor Lawrence advised that it puts a burden on City to prove that population is being represented fairly. Clarkston is only 1.9 square miles and would be divided into seven districts. The Council gave consensus for the Mayor to contact the Legislators voicing the City's opposition to the plan.

**Public Safety:** Councilmember Campbell reported that the committee met on February 6. Chief Hastings explained that the legislature had passed Senate House Bill 1501 that requires retailers to report failed background checks on the purchase of guns. This report is provided to the Chiefs and Sheriffs Association and in turn passed on to the proper jurisdiction to investigate. To help offset the costs of these investigations, the state has a grant that Chief Hastings would like to apply for. This would generate up to \$500 per case. We will have this on the agenda for discussion. The Police Department will be sending a new hire to the Police Academy in Spokane. This is a 5 month long course.

The Clarkston EPIC program in partnership with the Clarkston School District will be holding a Family Night Out program called Strengthening Families Workshop. It is designed to give parents the tools

they need to create a successful family plan. Officer John Morbeck will also be on hand. A flyer was included with the agenda packet for tonight's meeting.

Officer Morbeck has also just returned from an active shooter training program held in the Tri Cities. Officer Morbeck was sponsored by the Clarkston School District. This was more of brushing up on what's new as Officer Morbeck is an instructor on active shooter training.

Chief Cooper gave us an update on the last four years of ambulance revenue and call volume. He also gave us a copy of a flyer that will be distributed with Tri State Memorial Hospitals newsletter as to when to "Make the Right Call". This flyer is in reference to knowing when to call 911. It is designed to help the public in determining when calling 911 is the right choice. The flyer is attached to tonight's agenda. Chief also discussed user fees. The last increase in user fees was in 2016. He suggested we might want to look at increasing these fees in 2019. A suggested 3% increase would generate roughly \$2700. This will be for discussion at a later date as we review materials regarding the past few years.

**Public Works:** Councilmember Pierce reported that Ordinance 2.20.010 Calls for the appointment of a Board of Park Commissioners. Clarkston needs to develop a Parks Master Plan to compete for parks and rec grants. The demolition of the pool/skate park was discussed. Washington Cities Insurance Authority has a grant fund available for damage and mitigation of risk. This money is something that can be used for an issue that our insurance company has listed as a serious risk on our annual insurance audit. The City may be able to assign revenue from recycling to create a reserve fund to be used for park improvements. We need to encourage local entities and residents to use the City recycle bins. The more we get, the faster our reserves can be built up. Currently Clarkston takes cardboard, magazines, newspaper/waste paper, and tin/aluminum. The local collection bins are located on 11th St just south of Sycamore St. in the Presbyterian Church parking lot. There is one near the intersection of Maple and Burns by Arnold Park. The last one is behind Albertsons off of Fair St. The more clean and well sorted the recycling is, the more valuable is it to the city. Efforts are being made to expand our recycling to include #1 and #2 plastics and glass, and expanding the amount of locations.

Thursday 2/15/18 there is a webinar on conservation funding and board grant programs, from the Washington Recreation and Conservation Grants. Examples of intended uses of the grants include playground equipment, sports courts/fields and restroom facilities. Safe Routes to schools grants are also coming up soon for application. Proposed projects include the shovel ready project at Grantham, and Poplar between 13<sup>th</sup> and 15th Streets. Multiple agency funding is available to get the projects done. The large shelter at Beachview Park is getting a face lift. A new roof, paint and minor structural repairs are being performed. The Code enforcement ordinance has gone through legal review and is being written for council action. Our sidewalk improvement project will commence soon. Letters will be sent to property owners informing them of their options. The state will pay for the sections on Bridge St between 2nd St and the Interstate Bridge.

**Outside Organizations:** Councilmember Kolstad advised that the PTBA had an end of year celebration recognizing drivers and employees at PTBA. PTBA began in 2010, and ridership has increased 35%. PTBA provided 119 free Veteran's rides in the month of November. The number of Summer Kids Freedom pass total was 2502. In October, kids 17 and under ride for half price. There have been 7600 boardings in 2 years with no accidents.

Councilmember Profitt advised SEWEDA met last Friday regarding Regional Economic Development. They are looking at four areas of potential projects for future.

Mayor Lawrence advised that the MPO is moving forward with Comprehensive Plan. PWD Poole advised that Comprehensive Plan is needed to get approval for grants going forward.

Councilmember Evans advised that the EMS Council will kick off the when to call campaign this week.

Chief Cooper advised it will be revised for April kickoff. Councilmember Campbell attended the American Steamboat presentation regarding river boat traffic in Clarkston. Another boat will join for 2019. The City will want to explore options to convince them to remain at Port of Clarkston.

**UNFINISHED BUSINESS:**

**A. Apollo Energy Group Report on City Energy Audit (Public Works).** Scott Lewis from Apollo Energy Solutions, and Chris McCarthy from State Dept Enterprise Services presented findings on energy audit for the City. Motion by KOLSTAD/PIERCE to proceed with investment grade audit. Motion Carried

**NEW BUSINESS:**

**A. SHB 1501 Grant Program Application Approval (Public Safety)** Chief Hastings explained the SHB 1501 grant to provide funds to offset investigation. Reimbursement is available from the State on investigation costs for firearm purchases. Motion by CAMPBELL/EVANS to apply for the grant. Motion Carried

**B. 2017-2019 Stormwater Capacity Grant Partnership Agreement (Public Works)** PWD Poole advised this is a cooperative agreement with County and City of Asotin to combine funds into a \$150,000 grant to be administered by Asotin County. Motion by MURRAY/KOLSTAD to approve the grant partnership agreement. Motion Carried

**COUNCIL COMMENTS:** Councilmember Campbell commented on the CHS Career Fair and the good turnout. Kolstad commended PWD Poole on the current level of activity in Clarkston. Profitt thanked Chief Hastings and Sergeant Odenborg for providing him with a ride along opportunity. Evans also commented on the professionalism, courtesy and compassion of the officers. He advised we have a great police force.

**PRESS QUESTIONS:** none

**EXECUTIVE SESSION:** None.

**ADJOURNMENT:**

Meeting adjourned at 8:11p.m.

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

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

Total Fund Expenditures, 02/12/18	Ck # 65659-65760	\$180,758.43
Payroll 02/5/18	Ck# 65623-65656	\$298,926.29
2017 EOM Total Expenditures		\$539,233.68

Public Safety Meeting  
02/20/2018

In attendance: Chief Hastings, Chief Cooper, Mayor Lawrence, Council members Russ Evans and Belinda Campbell, guest Jock Pring and Becky Schluter

Jock Pring wanted to address the committee regarding crime statistics in the City of Clarkston. He presented graphs depicting that our crime rates are higher than those surrounding us and also higher than the average national crime rates. He would like some feedback on what we, the City can do to lower crime and what he can do as a private citizen and business owner to help make Clarkston safer. One of the questions that Mr. Pring addressed was consolidation of services with the City of Asotin, Asotin County, City of Clarkston and possibly at a later date, with the City of Lewiston and Nez Perce County.

Police Chief Hastings suggested that the numbers tend to be a little skewed as a new reporting system was enacted in 2012. For example, a group of 4 kids takes a vehicle for a joy ride. It used to be that that would be counted as a single crime. Now, each kid involved is counted as a separate crime. Instead of one, you now have four crimes committed. Another thing the residents of Clarkston should know is that most of Clarkston's crime is property crime as opposed to violent crime. Theft is Clarkston's primary crime and a large percentage of those committed are shopliftings. There was an increase in shoplifting in 2012 and those numbers have remained high. The reporting is also based on population numbers of Clarkston, not on the amount of population at any given time during the day. Again, as an example, our little city grows from a population of 7700 during the day to as much as 30,000 and even more during the holiday season. It's unusual for a city of our size to have two big retail stores. It is also worth noting that our crime clearance rate is higher than the national average.

Public Works Committee 2/20/18

Attending: Kevin Poole, Skate Pierce and Joel Proffit

- 1) The National Fitness Campaign has discussed with us a fitness court placed in one of our parks. It's a multi-modal exercise facility for a variety of citizens. It covers all ages and many ability levels. Cost is \$120,000 and comes with a \$10,000 grant. We would need to look for private contributions, or possibly include it in our FLAP grant application. We will wait to establish our Board of Commissioners for parks to develop a parks master plan. This will help us in the search for more funding opportunities.  
A video of the program is available at <https://nationalfitnesscampaign.com/video>
- 2) Washington Cities Insurance Authority grant could entirely pay for the demolition of the pool. The pool material would come close to filling the hole, but some fill would need to be imported to the spot to level it.
- 3) Wastewater Treatment Plant has an issue with an overgrowth of the Water Flea in our clarifying pool. This requires frequent attention to clear equipment. The water flea is used as the standard for clean water from effluent. If the water is clean enough for the water flea to survive it can be discharged into bodies of water. So it's a good problem to have. We're looking to bring in Bluegill, a freshwater fish in the sunfish family, to assist with our problem. Bluegill thrive on water fleas and create less waste than other fish. We will be the first municipality to attempt this. Cost should be between \$300-\$400 to purchase the fish at \$.75 each.
- 4) We need to redefine our legal definition for the the easement that allows us to discharge our effluent into the river, and complete a study and survey of the easement. This is being required by our State Department of Natural Resources. New vocabulary word, thalweg. The lowest point in a valley or riverbed.
- 5) Sidewalk project notices will be sent out to homeowners next week. Bid requests will go out soon after. Homeowners not included in our initial list have reached out to the city to be included in the project. We will be able to include them and any others.
- 6) Our Transportation Master Plan is being scored currently. This means we are selecting our consultants based on their bid applications. Keller and Assoc. and Morrison & Maierle are the two consultants being considered.

# Washington Cities Insurance Authority

## Risk Reduction Mitigation Grant Application 2018

Submittal Date: 2/22/2018 Estimated Start Date: 5/7/2018  
Member: City of Clarkston Estimated Completion Date: 6/4/2018  
Delegate: Steve Austin Amount Requested: \$23,800.00  
Person Submitting Application: Kevin Poole Public Works Director  
Name Title

Contact Phone: 509-758-1662 Contact Email: clarkstonpwd@cableone.net  
Project Name and/or Description: Beachview Park Pool Demolition

Demolition of the existing swimming pool and converting to a gravel parking area.

### Mitigation Grants:

1. Please specify the risk you wish to mitigate with the risk reduction dollars under this grant. Priority will be given to those projects that mitigate high risk/claim incidents in the member's risk profile.

The swimming pool was converted to a skate park a number of years ago. This has been an item of concern on our WCIA annual insurance audit since the pool was shut down. The pool is not designed for skate park use and puts the city at a high risk of exposure for injuries.

2. How will the grant funds be used to mitigate the risk you identified above? Please describe the project.

Pool will be demolished and the area will be converted into a gravel parking area. The pool concrete will be used for initial fill. Remainder of fill will be imported and capped with a gravel surface.

3. What impact do you anticipate this mitigation will have on reducing loss exposure to your agency/city/town (Please specify if it will address any issues or possible exposures related to your annual audit or loss/run reports)?

This will reduce the city loss exposure because the swimming pool will be filled in reducing a falling hazard and reducing the injury risk exposure from using the old swimming pool as a skate park. A gravel parking area will provide for off street parking for the park users.

4. Describe any matching funds or in-kind labor/services contributions.

City will provide project design, bidding, project administration and construction inspection.

Signatures below indicate approval and acceptance of WCIA Grant Funding for the intended purpose stated in the application.

\_\_\_\_\_  
Delegate Signature

\_\_\_\_\_  
Delegate Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorizing Authority  
Signature

\_\_\_\_\_  
Authorizing Authority Printed Name  
(City Manager/Mayor/City or Town Administrator)

\_\_\_\_\_  
Date

## 2018 Washington Federal Lands Access Program

Proposal ID #: WA-FY18-  
(For WFL Use Only)

**(To be completed jointly by Federal Land Manager and State/County/Local/Tribal Government)**

Project Name	Highland Ave. to Snake River Levee Trail Bicycle/Pedestrian Access		
Route Name/Number			
Federal Land(s) Accessed (Show on Map)	US Army Corp of Engineers		
Agency (ies) with Title to Road, Bridge, Trail or Transit System	US Army Corp of Engineers		
Agency (ies) with Title to Enhancement Facility	US Army Corp of Engineers		
Agency (ies) with Maintenance Responsibility for Road, Bridge, Trail or Transit System	US Army Corp of Engineers		
Agency (ies) with Maintenance Responsibility for Enhancement Facility	US Army Corp of Engineers City of Clarkston		
Type of Proposal	<input checked="" type="checkbox"/> Capital Improvements <input type="checkbox"/> Transit <input type="checkbox"/> Enhancement <input type="checkbox"/> Planning <input type="checkbox"/> Surface Preservation <input type="checkbox"/> Research		
Key Items of Work (check all that apply)	<input checked="" type="checkbox"/> Paving <input checked="" type="checkbox"/> Earthwork <input type="checkbox"/> Major Concrete Structures <input type="checkbox"/> Bridges <input type="checkbox"/> Major Culverts <input checked="" type="checkbox"/> Road Base or Surface Course <input type="checkbox"/> Roadside Safety Structures <input type="checkbox"/> Planning Study <input checked="" type="checkbox"/> Bicycle/Pedestrian Facilities <input type="checkbox"/> Safety Enhancements <input type="checkbox"/> Chip Seal <input type="checkbox"/> Transit Facilities or Operations <input type="checkbox"/> Ancillary Parking Areas, Pullouts/Interpretive Sites <input type="checkbox"/> Major Drainage Improvements <input type="checkbox"/> Other (specify) _____		
Proposed Work Summary	Provide bicycle/pedestrian access from Highland Ave. to the Snake River Levee trail system at the Williams Lane parking lot.		
Primary Visitor Destinations (Show on Map)			
High Use Federal Recreation Sites and/or Federal Economic Generators (Show on Map)			
Project Termini (Location)	Mile Posts	Latitude (Decimal Degrees)	Longitude (Decimal Degrees)
	Begin		
	End		
	Nearest Town	Clarkston, WA	Fed Congressional District
Estimated Total Project Costs			
Funds Requested from Federal Lands Access Program			
Project Length (miles)		County	
Required Local Match (13.5%)		From	
Other Funding Contributions to Project		From	

