

**CITY OF CLARKSTON
CITY COUNCIL AGENDA
829 5th Street
MONDAY, JUNE 8, 2020**

1. **CALL TO ORDER: 7:00 P.M.**
2. **PLEDGE OF ALLEGIANCE:**
3. **AGENDA CHANGES:**
4. **APPROVAL OF MINUTES: May 26, 2020 Regular Meeting**

5. **COMMUNICATIONS:**
 - A. **From the Public: No Public Comment for this meeting.**
 - B. **From the Mayor:**
 - C. **From Staff or Employees:**

6. **COMMITTEE REPORTS:**
 - A. **Finance/Admin – Audit Report on Current Bills – No Meeting**
 - B. **Public Safety – No Meeting**
 - C. **Public Works – June 2, 2020**
 - D. **Outside Organizations – Health District, EMS Council, Valley Vision, PTBA, SEWEDA, MPO, Regional Stormwater, Lodging Tax Advisory**

7. **UNFINISHED BUSINESS: None**

8. **CONSENT AGENDA:**
 - A. **Phase 3 Variance Request Support Letter**
 - B. **Contractor’s Agreement – K&G Construction**

9. **NEW BUSINESS: None**

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.

*****ATTENTION:** The Council meeting will be adhering to the Governor’s Emergency Proclamations regarding meetings. This meeting will be held via telephone through Cisco WebEx. If you would like to join the meeting, please email your request to saustin@clarkston-wa.com or call 509-758-5541 by 5:00pm on Monday 5/11/20. ***

CLARKSTON CITY COUNCIL MINUTES
May 26, 2020

ROLL CALL: Skate Pierce, Belinda Larsen, John Murray, Russ Evans, Pat Holman, Melyssa Andrews and Steven Ebert joined telephonically.

STAFF: Chief Hastings, Chief White, PWD Poole, Clerk Austin.

AGENDA CHANGES: Add Discussion on 2020 Sidewalk Project to Item D under New Business.

APPROVAL OF MINUTES: Minutes of the May 11, 2020 Regular Meeting were approved as distributed on a MOTION BY MURRAY/EVANS. Motion Carried

PUBLIC HEARING: 2020 CDBG Grant Application

Mayor Lawrence opened the public hearing at 7:04pm. PWD Poole presented Council with a background on the Grant Application process. Councilmember Larsen asked for the cost to the City if the grant was awarded. PWD Poole advised that there would only be a soft match of staff time. PWD Poole introduced Dodd Snodgrass from CEDA and Deb Snyder with Habitat for Humanity. Snodgrass provided Council with the requirements for the CDBG application. Snyder presented the role of Habitat in administering the grant and serving as general contractor on the project.

At 7:15pm, Mayor Lawrence opened the floor for public comment.

PUBLIC COMMENT:

None

The public hearing was closed at 7:16 p.m.

COMMUNICATIONS:

A. From the Public: None

B. From the Mayor: Mayor Lawrence read a letter she received from a rental property owner commending the Police Department for the services they provide.

C. From Staff or Employees: PWD Poole advised he was in contact with Lewiston on starting the Recreation Mobile Vehicle for services at the City parks on June 18. He advised that they have discussed the Phase 2 requirements with the program director. If a plan is provided, it will be given to County Health Department to see the recreation program is able to be offered in Clarkston. He also advised that bathrooms at the parks are now closed, but under Phase 2 there is the ability to open again but will leave it to Council to decide.

COMMITTEE REPORTS:

Finance/Admin: Did not meet. Total expenditures for the May 26, 2020 period of \$196,062.25. MOTION BY MURRAY/ANDREWS to approve the bills as read. Motion Carried

Public Safety: Did not meet.

Public Works: Mayor Lawrence advised that the Committee met on May 19, 2020 via telephone. The minutes were included in the packet.

Outside Organizations: Councilmember Evans provided minutes in the agenda packet of the PTBA and Visit LC Valley meetings.

UNFINISHED BUSINESS: None

CONSENT AGENDA: MOTION BY PIERCE/LARSEN to approve the Consent Agenda.

Motion Carried

- A. **Resolution 2020-04, CDBG Grant Application (Public Works)**
- B. **Award of 2020 Street Maintenance Project – Poe Asphalt (Public Works)**

NEW BUSINESS:

A. Grant Application – Grantham Safe Routes to School (Public Works) PWD Poole provided Council with the information on the shovel ready project. The total cost is \$903,542 with no match requirement, but he believes the application will be more competitive if a match is included. PWD suggested using the federal match rate of 13.5% which would be a cost of \$121,979. The funds for the match would come from TBD reserves. He advised that he will need approval to go apply and would like to know the match rate to include. Councilmember Larsen commented that she likes the Safe Routes Program but wanted to know if we used the TBD funds for this if would affect other projects like the Southway Bridge resurfacing. PWD Poole advised that there was sufficient reserves to cover the projects. Councilmember Andrews asked for confirmation on the match amount. MOTION BY LARSEN/ANDREWS to approve the grant application with the 13.5% match. Motion Carried

B. Grant Application – National Fitness Challenge (Public Works) PWD Poole provided Council with the information on the grant and the City match portion. Councilmember Larsen asked if the equipment would be located in the area where the wading pool had been previously. PWD Poole confirmed that location. Clerk Austin asked for the total cost of the project. PWD Poole advised there was \$142,000 for equipment, \$30,000 from this grant. \$60,000 in construction costs. The RCO grant would add an additional \$175,000 with a 20% match of \$35,000 from the City. Mayor Lawrence asked if the grant from RCO could be funded at a lower amount, or would it be for the total request. PWD Poole advised it would be the full amount less the match. Clerk Austin asked where the match would come from. PWD Poole advised that there was \$16,000 budgeted this year for the purchase of a picnic shelter. He advised he wanted to use those funds with an additional \$16,000 next year. Mayor Lawrence advised that the City would allow CHS to use the equipment for athletic activities. MOTION BY EVANS/PIERCE to approve the grant application. Motion Carried

C. Grant Application Authorization – Recreation & Conservation Office (Public Works) PWD Poole provided Council with the information on the grant and the City match portion. MOTION BY PIERCE/LARSEN to approve the grant application. Motion Carried

D. Discussion on 2020 Sidewalk Project (Public Works) PWD Poole provided Council with the information and the costs for the 2020 Sidewalk Project. He advised that the total cost budgeted was \$280,000 total. He advised that the rate per square foot would be around \$10.00. So far there are 47% voluntary residences requesting to participate. The City's portion will focus on ADA ramps, curb and gutter. His engineer's estimate for the project right now is \$210,000. PWD Poole advised that the City is ready to send out notifications to property owners giving the option to participate by paying the full amount, using a payment plan or not paying and having a lien placed on the property. Councilmember Evans asked if would be helpful to go door to door

not notify the property owners. PWD Poole advised a letter would be better. Mayor Lawrence asked if the property owner can choose not to participate. Clerk Austin advised that per the Clarkston Municipal Code, after a property owner is notified of a problem sidewalk they are required to replace or fix the sidewalk. Councilmember Larsen asked if the project could be postponed for a year because people will be hurting for the next six months. PWD Poole advised we had already delayed a year in these areas and the City needs the ADA ramps. He advised the property would only be liened if there was no payment made. Clerk Austin asked PWD Poole to provide Council with the price per sidewalk section. PWD Poole advised each concrete section is 16 yards of concrete for a total of \$160. Evans advised it sounded like a good deal to him. Councilmember Pierce advised we should go forward. Councilmember Andrews advised she agreed with Larsen that the project is needed but she wasn't sure if the residents can afford it. Councilmember Murray advised if the property owner could afford it last year, they should be able to afford it this year. Councilmember Holman advised the project should go forward. Councilmember Ebert agreed that the City should proceed. The consensus of Council is to go forward with the project.

COUNCIL COMMENTS: Councilmember Holman asked if there was a restriction on yard sales. Mayor advised that those questions should be directed to the health department. She advised that in Phase 2 there is still limitation of gatherings of five people or less. It is up to them to keep safe distance. Chief Hastings advised Holman if they don't receive a response from the health department then have them contact him. Councilmember Murray asked if there was going to be a decision made on opening the park bathrooms. There was unanimous consensus to open the bathrooms in the parks.

PRESS QUESTIONS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Meeting adjourned at 8:11pm on MOTION BY MURRAY/ANDREWS. Motion Carried

Steve Austin, City Clerk

Monika Lawrence, Mayor

Total Fund Expenditures 5/26/20	Ck # 70578-70624	\$50,503.59
Payroll 5/20/20	Ck # 70564-70577	\$145,558.66

MINUTES

PUBLIC WORKS SUB-COMMITTEE

June 2, 2020

4:00 – 5:00 PM

DISCUSSION ITEMS

1. Update on Bridge/Diagonal/2nd St. Intersection design project. Review and approval of Right of way policies. City is proceeding forward with the obligation of funds for the right of way process. NEPA document is 90% complete. Submitted for WSDOT review.
2. Update on 8th/Elm/Diagonal St. Project – Design moving forward, 50% review completed.
3. Review CDBG Grant Application schedule. Submitted grant application 6/2/2020.
4. Farmers Market update. Farmers Market will be starting June 7, 2020. Danielle Evans is getting the insurance renewal form to the city and meeting with the Health Department. Director Poole will be meeting her on site on Thursday afternoon.
5. National Fitness Challenge – Outdoor Exercise Court - Washington RCO grant applications. due June 1, 2020. Was notified by RCO that our grant application for a fitness court did not meet all grant requirements. Did not apply for RCO grant, will also pass on the NFC grant at this time.
6. Park Commission – need to form Park Commission as a citizen advisory group to city council. Need to draft park master plan before we do much more capital improvements on the parks. City Attorney Richardson looking into what is needed for formation of a citizens advisory committee to city council.
7. 2020 Sidewalk Repair Project Update – Property owner letters going out next week. Improving sidewalks on 49 properties and installing 16 new ADA ramps at intersections.
8. Apollo Solutions want to discuss solar project for WWTP. Don't need to go through Dept. of Commerce this time. May want to go through RFP process if



City of Clarkston

City Hall: (509) 758-5541 • Police: (509) 758-1680 • Fire: (509) 758-8681 • Fax: (509) 769-6018

829 5th Street • Clarkston, WA 99403 • www.clarkston-wa.com

June 8, 2020

Asotin County Commissioners

Brian Shinn

Chris Seubert

Charles Whitman

PO Box 250

Asotin, WA 99402

D. Brady Woodbury, MPH, Administrator, Asotin County Public Health

Asotin County Board of Health Members

Bob Lutz, MD, MPH, Asotin County Public Health Officer

VARIANCE FOR PHASE 3

While we respect and recognize the authority of the Governor, we also desire to address the needs of our community members.

Our local economy has been greatly affected by business closures. Phase 3 allows more businesses to re-open and will allow increased capacity in others.

We have been diligent in following state guideline in Asotin County and we have met the requirements for moving to Phase 3.

We recognize the significant Public health concerns of Covid-19, we will continue to advocate for sensible measures to help mitigate those health impacts on our community.

- We encourage sheltering for the most vulnerable population
- We encourage following safety protocols of social distancing and wearing face coverings when in public

The City of Clarkston City Council is submitting a letter of support to obtain a Variance to move to Phase 3 in the Safe Start Washington – Phased Reopening County-By-County.

Thank you for consideration of this request.

On behalf of the Clarkston City Council,

Mayor, City of Clarkston

829 5th Street

Clarkston, WA 99403-2696

509-758-5541

mayor@clarkston-wa.com



TREE CITY USA.

June 2, 2020



625 D Street
Lewiston, Idaho 83501
Phone 208-553-4440

IDAHO # RCE-17115
WA # KGCONGC946L9
Duns # 829531784
EIN # 20-4954151
Idaho Public Works 002442-A-3

Contractor's Agreement

Customer: Clarkston Fire Department -
Job Location: 820 5th Street, Clarkston, WA 99403
Job Scope: TPO Roofing & Replace Damaged Soffit

- **Demo**
 - Damaged 2x6 Soffit Boards

- **Soffit**
 - Removal/Replacement Facia & Roofing
 - Replace 2x6 TG Soffit Boards (3) Sections
 - Paint to Match Existing Soffit

- **TPO Roofing**
 - Fanfold – Coverboard Over Existing Roofing Material
 - 45mil Single Ply TPO
 - TPO Drip Edge
 - Pipe Boots, T-Patches
 - Fasteners & Plates
 - Flex seal Caulking

Grand Total: \$31,570.00

- *All roof substructure damaged to be removed/replaced at a Time and Materials rate in addition to the contract.*

Continued See Next Page

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- **NOT INCLUDED:**
 - Temporary Power
 - Electrical
 - Mechanical
 - Plumbing
 - Inspections
 - Permits

If concealed or unknown physical conditions are encountered at the site that differ material from those indicated in the Contract Documents or from those conditions ordinarily found to exist, the Contract Sum shall be subject to equitable adjustment. The above specified project is to be completed in conformance with all specifications and conditions relating to this agreement. All work to be completed in a manner according to standard practice. Any alteration or deviations from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate..

Any Invoice not paid in full after 10 days will be subject to 1.5% interest per month. If payment is not received after 30 days the contractor may seek legal action. Any attorney fees acquired will be paid by the losing party this includes all lost time, job costs, court, and filing fees.

K&G Rep. Signature: _____ Date: _____

Owner's Rep. Signature: _____ Date: _____

eadams@kandgconstructionllc.com

We Are a Drug Free Company

Thank you for your business!