



**Minutes  
1329<sup>th</sup> Regular Council Meeting  
February 13, 2019**

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**6:00 p.m. Regular Council Meeting**

Mayor Bob Poch called the 1329<sup>th</sup> regular meeting of the Coulee Dam Town Council to order at 6:00p.m.

**Roll Call**

Council members present: Fred Netzel, Marcia Warnecke, Ben Alling and Keith St. Jeor.

Staff Present: Public Works Superintendent Mike Steffens and Clerk/Treasurer Stefani Bowden.

**Pledge of Allegiance**

Mike Steffens led the Pledge of Allegiance.

**Executive Session**

Mayor Bob Poch recessed the regular council meeting at 6:02pm to enter into an executive session under *RCW 42.30.110 (h) To evaluate the qualifications of a candidate for appointment to elective office.*

Session is estimated at approximately 10 minutes.

6:12pm, Poch re-opened the regular council meeting.

**Appointment of Council Position No. 2**

Mayor Poch expressed his appreciation to both applicants for the council position and stressed how hard the decision was. Both individuals are great candidates and are equally as qualified. Keith St. Jeor moved and Fred Netzel seconded to appoint Mervin Schmidt to Council Position No. 2. Motion carried with 3 in favor (Netzel, Warnecke, St. Jeor) and 1 against (Alling). Councilmember Alling stressed again how hard the decision was and encouraged the one not selected to run for a council position in the upcoming election.

**Oath of Office**

Clerk Stefani Bowden administered the Oath of Office to Mervin Schmidt. Schmidt took the council seat immediately following.

**Consent Agenda**

Keith St. Jeor moved with Marcia Warnecke seconding to approve the consent agenda. Motion carried.

Vouchers: Claim Vouchers and Checks:  
Claim Voucher No.'s 38000 through 38038 and EFT's dated February 13, 2019 in the total amount of \$575,298.10.

Manual Vouchers: Claim Voucher No. 37938 dated January 9, 2019 in the amount of \$24.20. EFT dated January 9, 2019 in the amount of \$318.71

Payroll Checks: Payroll Check No.'s 37975 and 37994 through 37999, EFT's and direct deposits dated January 15<sup>th</sup> and 31<sup>st</sup> 2019 in the total amount of \$ 92,987.88.

Bank Fees: January 2019 Invoice Cloud fees in the amount of \$81.40

### **Action Agenda**

- a. AB 2019-04, Ordinance No. 773, Wastewater Treatment Project Revenue Bond  
Clerk explained the requirement for the revenue bond under USDA Rural Development funding terms. Marcia Warnecke moved and Ben Alling seconded to adopt Ordinance No. 773. Motion carried with 4 in favor. Schmidt abstained.

### **Discussion Agenda**

- a. Planning Commission  
Mayor Poch and Clerk explained to the council the need to form a planning commission in order to meet the requirements for the Comprehensive Plan update. The planner had suggested that at a minimum the Town could appoint a temporary commission for approximately 3 months. He is working with the Department of Commerce to see if there are any exceptions for small Towns that have a hard time finding and retaining commission members. The general rule is the commission must consist of 5 members. While there is nothing stating that a councilmember cannot serve on the commission, the planner indicated that it isn't a good idea. Fred Netzel did his own research with MRSC and they concurred that it isn't a very good idea for a councilmember to serve but the committee could include one employee. Netzel asked that a job description be formed so that commission members were clear on their duties and responsibilities.

### **Staff, Council & Committee Report**

#### Mayor

In the absence of the Police Chief, the Mayor asked the council what their thoughts were on increasing the pay for the Reserve Police Officer Mike Sullivan. Sullivan has been with the Town for 20 years and is currently being paid the minimum amount for Reserve Officer on the salary scale. Sullivan is putting in lots of extra hours due to being short staffed while an entry officer is away at the academy. The last time the Town had an officer in the academy, the Mayor had increased Sullivan's pay to the lowest level officer. Once the new officer had completed training, Sullivan returned to the Reserve Officer pay. The council feels that Sullivan deserves to be compensated for the longevity and commitment to the Police

Department. Ben Alling moved with Mervin Schmidt seconding to increase Reserve Officer, Mike Sullivan, to low level Entry Officer Pay. Motion carried.

Mayor Poch, with several councilmember concurring, commended Public Works Superintendent Mike Steffens on doing a great job with snow removal.

Clerk

Clerk provided a “cheat sheet” to help in the review of the solid waste disposal contract. The issue will be on the next council agenda for action.

Two bids were received for the HVAC system in the Ballroom. Clerk asked if the council would like to give the Mayor permission to award the bid to one of the contractors. Silver Creek Systems was the apparent low bidder. The Clerk will make the notification of award as soon as possible.

Councilmembers

Councilmember Keith St. Jeor reported on the Public Works Committee meeting, consisting of himself, Councilmember Fred Netzel, Mayor Poch, Clerk Stefani Bowden and Engineers Kurt Holland and Daniel Cowger. Several issues, including engineering fees and project costs caused by the delays, were discussed. The Engineers will send a letter to the Contractors outlining schedule expectations.


Councilmembers Marcia Warnecke and Ben Alling have been reviewing the Melody Restaurant Lease. They have some concerns over insurance liabilities during the time the lease is expired. The Clerk will check with the attorney. Questions also came up regarding the common area of the community building and who is responsible for the upkeep and maintenance. Both the Melody Lease and the Bowling Alley lease have a section addressing the issue and both leaseholders are required to share it. There have also been some complaints regarding children playing in the common area while parents are bowling. Warnecke asked if there is anything the town can do to address the issue.

Public Input

None

Adjournment

Marcia Warnecke moved with Keith St. Jeor seconding to adjourn at 6:52pm. Motion carried.

Mayor   
Bob Poch

Clerk   
Stefani Bowden