



MINUTES
Special Council Meeting/Budget Workshop
November 4, 2020
5:15 p.m.
(TELECONFERENCE)

THOSE PRESENT

Mayor Bob Poch
Councilmember Fred Netzel
Councilmember Mervin Schmidt
Councilmember Dale Rey
Councilmember Larry Hall
Councilmember Keith St. Jeor

Clerk/Treasurer Stefani Bowden
Public Works Superintendent Mike Steffens

Mayor Bob Poch opened the Special Council Meeting at 5:18 p.m.

1. **Action Agenda**

a. **Coffee Stand Proposal – Kasey Garvin**

Mayor Poch re-capped the business proposal that was submitted by Kasey Garvin to install and operate a coffee stand on city-owned parking lot south of Harvest Foods, adjacent to Roosevelt Way. Fred Netzel asked if this was an administrative decision or a council decision. Mayor Poch stated the attorney informed him that it has to be a council decision.

Due to issues relating to a number of factors including the utility connections, traffic safety and health department regulations, the Mayor is suggesting that the council decline Ms. Garvin's request. Kasey Garvin quickly joined in the conversation asking what the health department issues were as they have never been brought up in a meeting. Restroom facilities, water supply and grey water disposal were some of the issues. Garvin explained that the grey water disposal system that she had proposed has been used at fairs and concession stands for quite a long time and has passed health inspections. She stated that she had been told by the Public Works Superintendent that the park restrooms stay open all year long unless there is a problem with transients and she thought that issue had been cleared up a month ago.

Mayor Poch informed Ms. Garvin that the health department issue with the grey water is that the grey water tank must be 15% larger than the potable water tank. The proposal for

the business included connection to the City's water system. With the fresh water connection, there would be an issue of potentially overflowing the grey water tank. As for the restroom facilities, the park restrooms have not been kept open during the winter due to cold weather and transients. Also, looking into the health department regulations, the restroom must be within 200 feet of the establishment. Garvin stated she wished she had known that prior to this meeting so she could have contacted the health department herself.

Councilman St. Jeor reviewed the health department regulations which indicated that the business must be connected to a public water system and the waste has to go into a public sewer system. The water must be tested regularly and if you are connected to fresh water, you can't use a grey water tank system. You have to be connected to the public sewer system. There is also a disposal issue for the grey water holding tank. The City's RV dumping station is closed in the winter. Garvin stated she had her own dump station on her private property. St. Jeor told Garvin that if her property is outside of the city limits it probably isn't connected to a public sewer system. It would be a private system. The health department was pretty specific on that and also stated that you could not be hooked up to the city water system if you are using a grey water tank system. In regards to the restrooms, the park restrooms are beyond the 200 feet which doesn't meet health code. The reason this was all looked into was because the next step was going to require Ms. Garvin to have a traffic study done at her expense. St. Jeor was concerned that the health department would end up denying the permits after she had already gone through the expense of the traffic study. The intent was to avoid having the applicant pay for unnecessary costs. Garvin repeated again that if she had known the week before she would have had time to contact the health department herself before the council made the final decision. St. Jeor stated he understood her issue. He told Garvin she did a very nice job on the application, but she had brought up that the restrooms were within 150 feet during earlier discussion when in actuality they are over 300 feet away and health board requires 200 feet. He mentioned that all the Washington State Department of Health information was online and advised her to look it up when she had a chance.

St. Jeor stated again that he didn't want Garvin to have to pay for a traffic study just to not have the health board approve it. Garvin said she would rather the council just vote instead of keeping her on the line any longer.

Mervin Schmidt commented that this is something he would have liked to have seen for the town but the particular area just doesn't work out and would cause too much of a problem for the city. He encouraged Garvin to find another site. Garvin asked if there were any suggestions of locations. Schmidt mentioned the site that another individual has put application in for that is near the museum on Sixth Street. Garvin doesn't understand how the city believes that location won't pose a traffic issue. She feels the Tribe has made it very clear by parking vehicles and coning off parking spaces in that location that they will not be in favor of that location being used. She also stated that she tried to put a coffee stand in the exact location in 2018 and was told "no". Schmidt agreed that traffic flow may not be ideal but the city does own that property and should have a right to use the property however the city wishes and not allow parking there. Garvin asked if anyone has contacted the tribal business council because "at the end of the day, they have the final say" as far as working in partnership with the city in that area. She feels the city would

have to enter into an agreement with the tribe because it would disrupt their parking flow. Mayor Poch has tried to make contact with tribal realty but has not had any response. Poch also noted that there is ample parking spaces on the north side of Sixth Street that could be used for parking of vehicles or be considered for a coffee stand location. He also noted areas around the old Melody Restaurant and a location on River Drive that had been previously considered. As far as contacting the Tribe regarding the museum parking area, it was decided to leave it up to the applicant to do that. Garvin asked if the city has heard from the other applicant or has anyone reached out to him to find out where he is at with his process. Mayor Poch stated that he has turned in the initial paperwork. The Clerk cautioned everyone that since this is a Special Meeting we need to be careful not to sway from the specific topic of Kacey Garvin's proposal. Discussion cannot take place regarding anyone else's proposal at this time.

Garvin asked if a survey had been done for the small piece of property on the edge of town on River Drive to show how much of it the town owns. Mayor Poch deferred the question to Superintendent Steffens who responded that he didn't know anything about a survey but the utilities had been looked into. Power is over 300 feet away, sewer 200 feet and water would be on the east side of the highway which would have to be cleared with WSDOT to cross the highway. Getting water under the state highway would be the biggest hang-up.

Mervin Schmidt moved to take parking lot location near Harvest Foods out of consideration for the placement of a coffee stand at this time due to problems with utilities and parking lot arrangement issues stating that it is not feasible. Fred Netzel asked Schmidt to clarify the motion, asking if he is suggesting the council accept the application or deny it. Schmidt is suggesting the application be rejected for that location due to the reasons he stated. Mayor Poch called for a second with no response stating that the motion will die for a lack of a second. Keith St. Jeor seconded Schmidt's motion. Fred Netzel asked for more clarification saying "are we rejecting Kasey's application for the coffee stand lease adjacent to Harvest Foods"? Schmidt responded "that's what I said". With no further discussion, the motion carried with 3 (Schmidt, Hall, St. Jeor) in favor and 1 (Netzel) opposed.

ADJOURNMENT of Special Meeting

Mayor Poch adjourned the Special Meeting at 5:39 to open the Budget Workshop portion of the meeting.

BUDGET WORKSHOP

The Clerk presented the Electric and Water Funds for budget considerations.

Discussions began with the Electric Fund. Dale Rey asked about the deficit in the Water Fund. Mayor Poch asked to focus on the Electric Fund first. Rey then asked about a deficit in the Electric Fund which was due to a transformer project. Rey asked how the estimated rates are figured. The Clerk estimated revenues based on history and averages. Rates were increased the previous year but there are factors such as cold weather and hot weather that also play a part in the final year end revenues.

Public Works Superintendent Mike Steffens requested to purchase a few items to be used throughout all of the

utilities such as a snow blower, cones, safety equipment, ladders, chainsaws and a stump grinder. Fred Netzel asked how many snow blowers the town has. Rey asked how a snow blower applies to the electrical department. Steffens stated they have to snow blow around power poles. The Clerk also stated that town-owned facilities such as the shop and town hall are related to the electric utility. Fred Netzel asked what the need for a fourth snow blower would be. Steffens explained where each blower is being used and that a couple of them are no longer working. Netzel agreed that was justification for a new one. Rey said he wasn't opposed to buying a new snow blower just wanted to make sure it came out of the right "pot of money". St. Jeor and Mayor Poch both noted that the expense would be split amongst multiple funds.

Netzel asked about the large expenditure for a stump grinder. Mike Steffens said that to get one comparable to the one the town has been borrowing from the Park Service would cost around \$50,000. The Clerk noted that the \$10,000 was not included in the estimated expenditures for 2021. It was just listed for discussion. Steffens informed the council that they grind 15-20 trees per year and do root grinding for sidewalk repairs which is why he is also requesting new chainsaws. Rey made the comment that you can get a lot of chainsaws for \$50,000. Schmidt asked Steffens if he has researched used grinders. Steffens has not found many available. The consensus was to leave the grinder out of the budget for 2021.

Netzel asked about using the electric reserve funds to pay for the transformers in Harvest Foods. The Clerk explained she listed it that way to make it more clear which funds would be used to pay for it. It could be paid out of the electric operating fund, but funds would need to be transferred in from the reserve fund. Rey had questions about the transformer project which Mayor explained the reasoning of the project to him. There were questions as to who owned the transformers and who should be responsible. Mayor Poch stated that the transformer is owned by the town. Keith St. Jeor reviewed commercial rates versus residential rates. The commercial rates are higher in order to maintain the larger transformers. St. Jeor felt that the reserve fund was the best place for the funds to come out of and made it clear what the use was for. After more discussion on the transformer project, Rey agreed that the town would probably be money ahead to do preventative maintenance and replace it before it fails. Keith St. Jeor stated this has been a needed project for many years and commended the Mayor for being active in getting it done.

Rey asked how many chainsaws were being requested. Steffens would like 2 or 3 of them. Rey asked if they had been priced out. Discussion took place regarding quality and manufacturers of saws. Steffens said they burn through several saws dealing with tree roots. Rey suggested they buy higher grade to not burn through so many. Rey asked Steffens how many he thinks he would need if they were high grade commercial saws. Steffens stated he would have to look into it more as he has never tried to use high quality down in the dirt. Rey asked St. Jeor what his thoughts were on it since he cuts a lot of wood. St. Jeor stated he has one that is a professional that he uses to cut wood and one that isn't a professional that he uses for cutting limbs, roots and anywhere near the dirt. He wouldn't use the professional down in the dirt and risk hitting rocks. St. Jeor feels that the Superintendent is level headed enough to know what he needs and the council should trust that he will get what he feels is best to do his job. Mayor agreed that they should leave it up to Steffens to get what he needs since he knows best what that is.

The Clerk presented the proposed water fund budget which included the same items as requested in electric. Netzel stated he needed to leave the meeting but noted that he felt that the repairs and maintenance line item should be increased. Rey asked about pump repairs and maintenance conditions. Steffens stated that some pump repairs are included in the water reserve fund.

Rey questioned training cost for the water operator. The Clerk explained that line would also include any training the utility clerk may have to go to. Rey questioned if the auditor would find that acceptable. The Clerk responded that she has been through multiple audits and yes, it is allowable.

Next workshop will be Monday, November 9th at 5:30pm

ADJOURNMENT

Mayor Poch adjourned the Budget Workshop at 6:34pm

Mayor Robert Poch Clerk Stephanie Baudin