



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1249th Regular Council Meeting
May 28th, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder called the 1249th regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Council members present: Ben Alling, Ken Miles, Duane Johnson, Shawn Derrick and Gayle Swagerty.

Also in attendance were Attorney Mick Howe, Police Chief Pat Collins, Public Works Superintendent Barry Peacock, Fire Chief Robert Jackson and Clerk/Treasurer Stefani Bowden.

Pledge of Allegiance

Ken Miles lead the Pledge of Allegiance.

Agenda updates & modifications

None

Public Input

None

Consent Agenda

Ken Miles moved and Shawn Derrick seconded to approve the consent agenda. Motion carried.

Minutes: Regular Council Meeting – May 14, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No. 34139 dated May 19, 2014 in the amount of \$300.00 and Claim Voucher No.'s 34149 through No.'s 34171 and EFT's dated May 28, 2014 in the total amount of \$106,901.37.

Action Agenda

A. AB2014-0025, Ordinance #724, 2014 Budget Amendment

Clerk/Treasurer Stefani Bowden presented, for the first reading, Ordinance #724, amending the 2014 Budget to increase tourism expenditures by \$6000.00 to be used for advertisement of the new Laser Light Show to be displayed on the face of the Grand Coulee Dam. Ben Alling moved and Shawn Derrick seconded to accept the first reading and place the Ordinance on to the next council meeting for second reading and adoption. Motion carried.

Discussion Agenda

Mayor Wilder informed the public of a harassment claim that was brought against the Fire Department/Ambulance Service in 2011. The claim was investigated by the Town's insurance provider and was adjudicated in 2012. The issue has resurfaced and a new claim for retaliation has been submitted to the town. Once again the Town's insurance is in the process of investigating the claim. A decision as to the action to be taken will be made by the Mayor after the outcome of the investigation is provided.

Attorney Michael Howe reviewed the rules regarding citizen comment and gave a recommendation to the council as to how to proceed with the discussion. Mayor informed the public that they would be allowed to speak, with no time limit, so long as it was kept within reason.

A brief review was given regarding the 2011 Department of Health (DOH) investigation noting shortfalls such as dirty and unkempt ambulance, expired supplies/supplies not being replaced and defibrillator not working. Protocols were not being followed. Town provided an action plan to DOH and corrected the issues. DOH conducted a follow-up inspection, reported that it was satisfactory and determined that there was minimal risk. Due to complaints received from multiple EMTs, the Mayor recently requested another inspection from DOH. 12 findings were reported, many were reoccurring issues from the 2011 inspection. Fire Chief Robert Jackson has reported that approximately 80% of the corrections have already been made. Mayor feels that the Town and Fire Department should take a proactive approach. An action plan is being worked on and it is anticipated that all corrections will be made prior to the deadline set by DOH.

DOH also evaluated ambulance response times noting that they were based on urban areas. However, the Town of Coulee Dam is classified as rural. 2013 and 2014 show a significant improvement in response time, but it is still a concern. It has been recommended by DOH to go electronic for submission of run sheets, which would be a time and cost savings. Better internet access at the department was also recommended.

In the processes of investigating the issue, more concerns have been brought forth including conflicting laws/statutes, volunteers holding public office, outdated/non-existing Resolutions and policies and lack of required personnel records.

Many community members spoke in support of the Fire/Ambulance Department and the value the EMTs bring to the community. Questions were asked as to why this issue is just now being brought up and why certain names were publicly mentioned. Mayor reminded the citizens numerous times that the Town has an obligation to fulfill public records requests and the Town is following the legal requirements.

Chief Robert Jackson reassured those present that patient care is not an issue. Carol Netzel requested that a newsletter from the Mayor be provided to the community regarding this matter.

Mayor Wilder thanked all those who spoke and came in regards to the Fire Department topic of discussion and assured everyone that the Town is moving forward in hopes of a better, stronger department.

Staff, Council & Committee Reports

Mayor Wilder presented a copy of the front page article in the Spokesman Review relating to the Monument for the lives lost during the construction of the Grand Coulee Dam.

A meeting was held between the Mayor and Diane Hartzell regarding the donation of property to the Town.

The WWTP selection committee comprised of members from Town of Coulee Dam, Town of Elmer City and the Colville Tribe, met and interviewed engineers for the sewer analysis project. Varela and Associates was chosen and will spend some time going over compliance issues with Wastewater Operator Tim Lynch.

Clerk/Treasurer Stefani Bowden informed the council that the contract for repayment of under billings from BPA is ready to be signed. Shawn Derrick moved and Ken Miles seconded approval for Mayor to sign and execute the agreement. Motion carried.

Town Hall's copier/printer lease will expire in July. An estimated amount for the lease of a new machine was provided. Ken Miles moved and Shawn Derrick seconded to allow the Mayor to execute and enter into a new lease agreement so long as the dollar amount does not exceed the amount in the current lease agreement. Motion carried.

The Clerk informed the council that the required Open Public Meetings training for councilmembers is now available online as a webinar. Council is invited to use the computer in Town Hall to partake in the training.

Public Works Superintendant Barry Peacock gave an update on the tree trimming project. The project is going well, should be finished in a couple of weeks and the citizens seem to be pleased with the work.

Police Chief Pat Collins reminded the council that the Police Department is down to two officers including himself and Sergeant Hall. On-call hours are being shared between the two of them.

Councilmember Shawn Derrick is working on the Town of Coulee Dam website.

Citizen Gloria Carol requested that the utility billing due date be moved. Mayor asked the Public Works and Utilities committee to review.

Executive Session

Mayor recessed regular council meeting to executive session at 7:51pm, which is anticipated to last 15 minutes. RCW 42.30.110 (1) (i) to discuss with legal counsel potential litigation to which the town is likely to become a party.

Regular Council meeting – reconvened

Mayor Wilder called the regular council session back to order – 8:11pm then recessed again for another 20 minute executive session to continue discussion under the same topic.

Regular council was called back to order again at 8:30pm.

Adjournment

Councilmember Ken Miles motioned with Councilmember Gayle Swagerty seconding to adjourn Council Meeting #1249 at 8:30p.m. Motion carried.

Mayor

F. Gregory Wilder

Clerk

Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1248th Regular Council Meeting
May 14, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder called the 1248th regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Council members present: Ben Alling, Ken Miles, Duane Johnson, Shawn Derrick and Gayle Swagerty.

Pledge of Allegiance

Ben Alling lead the Pledge of Allegiance.

Agenda updates & modifications

None

Public Input

Peggy Nevsimal of the Grand Coulee Dam Area Chamber of Commerce gave a presentation on the allocation of Town of Coulee Dam tourism funds used by the Chamber of Commerce. The Chamber is requesting an additional \$6000 to help advertise the new laser light show on the Grand Coulee Dam. This is the first new light show in 25 years and could potentially draw a significant amount of tourists with adequate advertisement. Much discussion took place regarding all the areas that tourism funding is needed and is already designated for use.

Consent Agenda

Ken Miles moved and Shawn Derrick seconded to approve the consent agenda. Motion carried.

Minutes: Regular Council Meeting – April 23, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No.'s 34092 through No.'s 34138 and EFT's dated May 14, 2014 in the total amount of \$95,515.34.

Bank Fees: April 2014 Bank Service Fees in the amount of \$54.30.

Payroll Vouchers: Payroll Voucher No's 34085 through 34091 dated April 30, 2014, Direct Deposits runs and EFT's dated April 15 and April 30, 2014 in the total Amount of \$70,990.07.

Action Agenda

- A. AB2014-0023, Coulee Area Park and Recreation District – North Dam Park
Phil Hansen from the Coulee Area Park and Recreation District was present to ask council to reconsider their decision to not provide tourism funding to North Dam Park for the 2014 season. The park can only operate for a couple more months on current funds. Mr. Hansen stated that North Dam Park is a tourist park and event center. Discussion was held on whether the park receives enough out of area visitor's to be considered for use of Coulee Dam tourism money. Mayor and council reviewed the Town's resolution regarding hotel/motel tax and noted that according guidelines of the resolution, the Town has already over allocated funds for the 2014 budget year. Lengthy discussion continued regarding the use of tourism funds. Currently the expenditures/allotments are exceeding the revenues. The funds in reserve are intended to be used for future capital projects.
Shawn Derrick motioned and Gayle Swagerty seconded to table the request until the next council meeting for further review. Motion carried.
- B. AB2014-0024, Resolution 2014-007 – Interest in forming a Council of Governments in Okanogan County
Duane Johnson moved and Ken Miles seconded to pass Resolution 2014-2007, Interest in forming a Council of Governments in Okanogan County as written. Motion carried.

Discussion Agenda

Mayor Wilder apprised the council of the offer of property donation to the Town by Diane Hartzell. The piece of property is on the north boundary line of the Town along Highway 155. Discussion was held on the possibility of it being used as a stopping point for incoming visitors with maps and information on area attractions. Mayor has requested an appraisal and the attorney is working on the paperwork to transfer the property.

Staff, Council & Committee Reports

Ben Alling has agreed to take part in the May 15th Treatment Plant tour and engineer interviews for the Wastewater Treatment Facilities Analysis Project.

Mayor Wilder informed the council that Officer Lauseng has resigned from the Police Department. The implementation of the Civil Service Commission is being actively worked on. Until another officer can be hired, Chief Collins and Sergeant Hall will be picking up and sharing on-call time.

Shawn Derrick stated that is would like to help Gayle Swagerty in getting a website up and going for the Town.

Gayle Swagerty updated the council on the progress of the Tree City USA status.

Duane Johnson noted that there is an error with the date for the Shoreline Master Program kick-off meeting scheduled with SCJ Alliance on June 18th. This is not a regular council meeting date. Three council members and the Mayor will not be available. Mayor and/or Clerk will contact SCJ to either reschedule or keep the meeting date as a "Public Meeting".

A proposal for Town Hall Janitorial Service has been received. Council discussed the use of contracted services versus an employee. The decision was left for the Mayor to make at his discretion.

Clerk/Treasurer informed the council that, with the help of Toni Nelson, the 2013 Annual Financial Report is completed and ready to submit to the State Auditor.

Executive Session

Mayor recessed regular council meeting to go into executive session at 7:59pm, which is anticipated to last 15 minutes. RCW 42.30.110 (1) (f), to receive and evaluate complaints or charges brought against a public officer or employee. Attorney available by telephone if needed.

The second executive session agenda item was removed due to the unavailability of the attorney's presence.

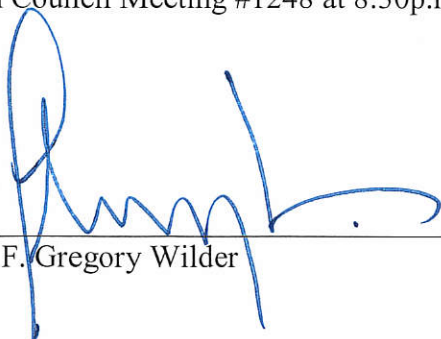
Regular Council meeting – reconvened

Mayor Wilder called the regular council session back to order at 8:17pm

The council was informed of the surprise visit the Fire Department/Ambulance received by the Department of Health. A report with a list of items needing addressed will be provided once the review has been completed.

Adjournment

Councilmember Duane Johnson motioned with Councilmember Shawn Derrick seconding to adjourn Council Meeting #1248 at 8:30p.m. Motion carried.

Mayor 
F. Gregory Wilder

Clerk 
Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1247th Regular Council Meeting
April 23, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder called the 1247th regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Ben Alling, Ken Miles and Gayle Swagerty. Duane Johnson was granted and excused absence. Attorney Michael Howe and Public Works Superintendent Barry Peacock were also in attendance.

Pledge of Allegiance

Public Works Superintendent Barry Peacock lead the Pledge of Allegiance.

Agenda updates & modifications

Mayor Wilder noted a second executive session item under RCW 42.30.110 (1) (c), regarding minimum price for lease of real property.

Public Input

Roger Lucas of the Star Newspaper introduced Susan Dechant with the Northeast Washington Genealogical Society. Dechant provided a slide show presentation of the Monument that sits in front of the Stevens County Courthouse that was originally made to memorialize the names of lives lost while working on the construction of Grand Coulee Dam. The monument was placed near the Delano area in 1938 and remained there for 2 years. The owner of Colville Monument Works, John Citkovitch, repossessed the monument in 1940 for lack of payment. The names of the deceased Grand Coulee Dam Project workers have been removed and the monument now displays the names of Stevens County residents who have died during military service in various wars.

Ms. Dechant has spent several years locating and identifying the 46 original names that were on the original plaque that was placed in Grand Coulee and is working on locating the names of ones who have passed since that time while working on the project. She would like to see a monument erected in the Grand Coulee Dam area honoring these people.

A Bureau of Reclamation Visitor's Center employee, Cydoni Fukami, was present and voiced her support of a monument project.

Consent Agenda

Ken Miles moved and Ben Alling seconded to approve the consent agenda. Motion carried.

Minutes: Regular Council Meeting – April 9, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No. 34064 dated April 30, 2014 and No.'s 34065 through No.'s 34084 dated April 23, 2014 in the total amount of \$76,251.65.

Action Agenda

A. AB2014-0022, Resolution 2014-006, LGIP Funds

Clerk/Treasurer Stefani Bowden presented draft Resolution 2014-006, Authorizing Investment of Town of Coulee Dam Monies in the Local Government Investment Pool and designation of Clerk/Treasurer as the authorized individual for making transactions on the account. Ben Alling moved and Gayle Swagerty seconded to approve Resolution 2014-006 as written. Motion carried.

Discussion Agenda

A. Riverview Lanes Lease – Community Building

Mayor notified the public that this topic will be discussed during executive session and will be revisited later in the meeting.

B. WWTF – RFQ

Mayor Wilder reported on the meeting held with Elmer City and the Tribe to review the Statements of Qualifications received for the Wastewater Treatment Facilities Project. Nine statements were received, six of them were qualified. The number was then reduced to three at the meeting. The top three, Wilson Engineering, Varela & Associates and Thomas, Dean & Hoskins were sent invitations to submit proposals. Councilmember Ken Miles volunteered to assist with the interviews and the tour of the facilities along with representatives from Elmer City and the Tribe.

Staff, Council & Committee Reports

Public Works Superintendent Barry Peacock updated the council on the tree trimming project, stating that it is going well. Mr. Peacock also mentioned that he would like to complete the low energy lighting project, including Fiddle Creek and Aspen Street.

Executive Session

Mayor advised the public that the council would go into executive session for approximately 10 minutes to discuss the qualifications of applicants for the council position vacancy under RCW 42.30.110 (1) (h), to evaluate qualifications of a candidate for appointment to elective office.

Adjourned to executive – 6:43pm

Regular Council meeting – reconvened

Mayor Wilder called the regular council session back to order – 6:50pm

Mayor informed the public that 3 equally qualified applicants for the council vacancy were received.

Council member Ken Miles moved to appoint Shawn Derrick to Council Position #1. Gayle Swagerty seconded. Discussion was held. Ben Alling wanted to nominate Carol Netzel for the vacancy and asked to hold selection until next meeting with all council members in attendance, but due to council ratio of 2 to 1 out of 3 council members present, motion carried to appoint Shawn Derrick.

Oath of Office

Clerk/Treasurer Stefani Bowden administered the Oath of Office to Shawn Derrick.

Discussion Agenda – continued

A. Riverview Lanes Lease – Community Building

Current owner/leaseholder, Sara Zlateff, asked the council to consider lowering the rental amount for the new owners in order for them to build capital and get them onto their feet, stating that it is a difficult time of year to start up a business in the bowling industry.

Executive Session - continued

Council adjourned to executive session at 7:20pm under RCW 40.30.110 (1) (c), to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause likelihood of decreased price. Executive was estimated to take 20 minutes.

Regular Council Meeting – reconvened

Regular council session was called back to order at 7:47pm. Attorney Mick Howe explained the legalities of a town leasing property and the inability of a town to extend any kind of credit. Much discussion took place between the prospective buyers and the council members.

Executive Session - continued

Council asked to be excused back into executive session for approximately 10 minutes to continue discussions on the lease matter at 8:20pm.

Regular Council Meeting – reconvened

Regular council meeting reconvened at 8:35pm.

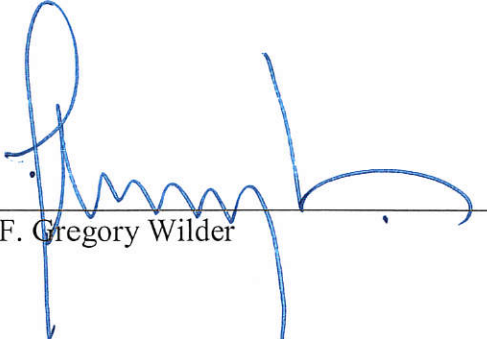
Ben Alling moved to authorize the Mayor and Clerk to sign a new lease with the Moore's with substantially the same terms and conditions as the existing lease and addendums thereto, effective May 1, 2014 for a period of 4 years with the option to renew for an additional 4 year period. Gayle Swagerty seconded. Motion carried.


Quote of the Session:

"They always say time changes things, but you actually have to change them yourself" – Andy Warhol

Adjournment

Councilmember Shawn Derrick motioned with Councilmember Ben Alling seconding to adjourn Council Meeting #1247 at 8:38p.m. Motion carried.

Mayor 
F. Gregory Wilder

Clerk 
Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1246th Regular Council Meeting
April 9, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder called the 1246th regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Ben Alling, Ken Miles, Gayle Swagerty and Duane Johnson.

Pledge of Allegiance

Councilmember Ken Miles lead the Pledge of Allegiance.

Agenda updates & modifications

Mayor Wilder noted some changes to the Agenda including the addition of the Washington State Patrol State Fire Mobilization Reimbursement Agreement.

Public Input

Current owner of Riverview Lanes, Sara Zlateff, introduced a potential buyer of the bowling alley and asked to be put onto the agenda to review the lease and start the process of new lease negotiations. Mayor Wilder stated that the subject will be on the April 23rd Council Agenda. Council members were reminded that the previous action of allowing the six month process of determining the future use of the building will need to be rescinded. Council will be provided with a copy of the current lease agreement for review.

Jan Williams spoke on attending the Arbor Day Tree Planting Ceremony at Mason Park.

Consent Agenda

Ben Alling moved and Ken Miles seconded to approve the consent agenda. Motion carried.

Minutes: Regular Council Meeting – March 26, 2014

10. Voided checks 34022

Vouchers: Claim Vouchers and Checks:

Claim Voucher No.'s 34026 through No.'s 34063 dated April 9, 2014 in the total amount of \$63,158.00.

10. Payroll checks # 34014 - 34025, Direct Deposits, EFTs. Total 66,417.80, dated 3/15/14 and 3/31/14.

Action Agenda

A. AB2014-0020, On-call engineering services contract

Mayor summarized the need for on-call engineering services. The Town has contracted Gray & Osborne Inc. for several years in the past. The administration sees no need to change that relationship.

Ben Alling moved and Ken Miles seconded to authorize the Mayor to execute the Contract for Professional engineering Services with Gray & Osborne, Inc. Motion carried.

B. AB2014-0021, WSP Agreement/Fire Mobilization Reimbursement/Interagency Agreement

Councilmember Ben Alling provided the council a history regarding the agreement with the Washington State Patrol Fire Mobilization and the benefits the program provides to the Town. An agreement, with some changes, was provided to the council for review.

Ben Alling moved and Gayle Swagerty seconded to authorize the Mayor to execute the Interagency Agreement with the Washington State Patrol with the changes noted therein. Motion Carried.

Discussion Agenda

A. BPA Undercharges

The final amount for undercharges from Bonneville Power Administration came in at \$55,376. BPA is working on a 90 day repayment schedule, which is the maximum length of time set by state law.

Public Works Superintendent Barry Peacock informed the council of some possible ways to alleviate a portion of the financial burden through the renegotiation of the REA contract.

B. Elmer City WWTF

Nothing new has transpired regarding the agreement with Elmer City for wastewater treatment services.

A meeting will be held April 10, 2014 between Coulee Dam, Elmer City and Tribal representatives to review bids received for Facility Planning Engineering. The qualified bidder list will be narrowed to three. Interviews and a tour of the treatment plant will be scheduled with the top three candidates. Mayor invited any interested council members to take part in the tour.

C. Oasis Lawn Service

The council was informed about the visit from Gina Seavers of Oasis Lawn Care. Oasis is unhappy that their business is not allowed to participate in the free disposal of limbs at the landfill. The Regional Board of Mayors had previously determined that the free disposal cannot be used for commercial purposes. Mayor Wilder asked the council if they wish for him to retract his vote with RBOM regarding the commercial use of landfill during free disposal. The consensus was to remain with the RBOM decision to not allow commercial businesses to take advantage of free disposal.

D. Facility Rentals

After conversations with Municipal Research Services Center (MRSC), it was determined that the Town could not permit TERO to utilize the ballroom for no charge. In order to do such a thing, an agreement would have had to previously been put into place. Discussion was held regarding entering into an agreement with the tribe in the future. It was also suggested that the agreement cover the use of public works equipment to allow the town and the tribe to exchange the use of equipment from time to time.

E. Boards and Commissions

Applications for the Civil Service Commission, Historical and Natural Resources Board and the vacant council position are being received.

Mayor Wilder is working with the Attorney for more clarification/interpretation of the Tree Board. Changes to the code were suggested by the attorney.

The Mayor suggested that the Tree Board and the Historical and Natural Resources Board be combined into one.

Applications for the vacant council position were distributed to the council. Mayor reminded council members what is allowed to be discussed amongst each other and that no meeting and/or decisions can be made outside of regular council meetings. An executive session may be needed to discuss qualifications, but no decisions can be made during that session.

Staff, Council & Committee Reports

Mayor informed the council of the grant award from Washington State Archives in the amount of \$8000.00 to cover digital archiving of ordinances, resolutions and minutes along with the receipt of 3 locking file cabinets.

Gayle Swagerty moved and Duane Johnson seconded to ratify the Mayor's action of executing the grant and services agreements with the State Archives. Motion carried.

Clerk/Treasurer Stefani Bowden reminded the council members of the on-site health screenings for employees provided by AWC taking place April 30th. Council members were encouraged to participate at no cost.

Councilmember Gayle Swagerty reported on the recognition ceremony and luncheon put on by TERO to acknowledge the 20 individuals that received carpenter training and apprentice certification by rehabilitating a house in Coulee Dam.

The Arbor Day Celebration and tree planting ceremony in Mason Park, headed up by Gayle Swagerty, was a success.

Clerk Stefani Bowden informed the council of some upcoming training opportunities for local planning and open public meetings requirements. Mayor is attending the Open Public Meetings training in Spokane on June 18th and invited all the council members to join him if available. Some online training may also be available. The Clerk will check into and keep the council informed.

Executive Session

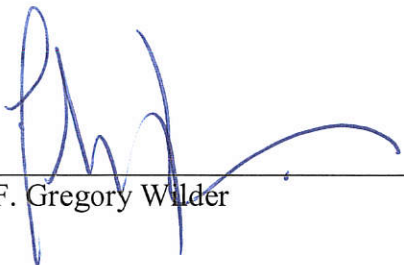
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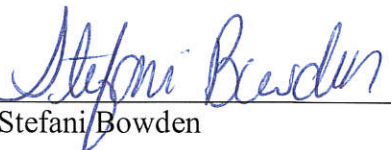
Quote of the Session:

"The only way to make sense out of change is to plunge into it, move with it, and join the dance"
– Alan Watts

Adjournment

Councilmember Duane Johnson motioned with Councilmember Ben Alling seconding to adjourn Council Meeting #1246 at 6:56p.m. Motion carried.

Mayor 
F. Gregory Wilder

Clerk 
Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1245th Regular Council Meeting
March 26, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder called the 1245th regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Ben Alling, Ken Miles, Gayle Swagerty and Duane Johnson.

Pledge of Allegiance

Councilmember Ben Alling lead the Pledge of Allegiance.

Agenda updates & modifications

Mayor Wilder noted that the council packets include an updated Agenda.

Public Input

None

Consent Agenda

Ken Miles moved and Ben Alling seconded to approve the consent agenda. Motion carried.

Minutes: Regular Council Meeting – March 12, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No.'s 33993 through No.'s 34013 dated March 26, 2014 in the total amount of \$118,399.07.

Action Agenda

A. Arbor Day Proclamation

Mayor Wilder recited the Arbor Day Proclamation in support of National Arbor Day on April 9th, 2014. Councilmember Gayle Swagerty is heading up a tree planting ceremony in Mason Park at 1:00pm that day.

Carol Netzel offered to purchase an additional evergreen tree in memory of her husband Walt to commemorate the occasion. The area behind the bus stop near the Credit Union was mentioned as a possible location for planting of this tree.

B. Mayor Pro-tem Selection

Gayle Swagerty moved and Ben Alling seconded nomination of Ken Miles to serve as Mayor Pro-tem for the remainder of the first half of 2014. Motioned carried.

Discussion Agenda

A. Elmer City WWT Agreement and Proportional Charges for "Treatment" services

Mayor reported on the discussion that he and the clerk/treasurer held with the Department of Revenue (DOR) regarding state B&O taxes for revenue received from Elmer City for wastewater treatment. The revenue must be reported to DOR at 1.5% services tax. We have an option to claim that revenue as a tax credit at the same time, making it a wash. Ken Miles moved and Gayle Swagerty seconded to take the credit and not pass the tax expense on to Elmer City. Motion carried.

Discussion was held on the 18% B&O Tax that the town imposes on the wastewater utility. This tax is on the utility, not the individual user. The council would like to hold further discussion after meeting with Elmer City before making a decision as to whether or not to impose the tax on Elmer City. Councilmember Duane Johnson asked to be provided with better interpretation of the agreement.

Duane Johnson and Ken Miles will be the Public Works Board Representatives for the Town of Coulee Dam to meet with Elmer City.

Mayor reminded the council of the NPDES permitting process. Testing is currently taking place.

B. Theater Utility Charges – write-off discussion

Review of the request from Village Cinema to reduce the past due utility charges in exchange for equipment was held. Ben Alling moved and Gayle Swagerty seconded to purchase the seats left in the theater in exchange for the past due utility dollar amount owing to the Town of Coulee Dam. Motion carried.

C. Archives Grant

The Washington Secretary of State Archives Grant was awarded to perform digital archiving of Minutes, Resolutions and Ordinances. Once digitalization has been

performed the original documents will be stored in the State Archives facility and a hard drive containing the scanned images will be given to the town. The digital images will also be available online for viewing. Also included in this grant was the award of three (3) four drawer, legal size, locking file cabinets.

D. Community Building Update

The bowling alley has informed the town that they do not intend to renew their lease. An option to purchase all the equipment was given to the town.

The Colville Tribe has expressed an interest in purchasing the bowling alley business as well as the theater and restaurant. Much discussion was held on what the community may want the building to be used for. An Open Public Meeting will be scheduled to receive community input.

Current bowling alley owners have requested an extension of lease at a reduced amount to allow adequate time for removal of equipment. The extension of time would also give the town more time to make a decision on how to move forward.

Ben Alling moved and Duane Johnson seconded to offer a six month extension to the bowling alley. Motion carried.

E. BPA Undercharges

It is estimated that the undercharges that have occurred from Bonneville Power Administration since 2012 could be between \$48,000 and \$60,000. BPA can only offer a 3 month extension to pay back the amount causing possible cash flow issue and budget amendment.

Staff, Council & Committee Reports

Mayor Wilder reminded the council that he will be gone from March 28th through April 6th.

Public Works Superintendant Barry Peacock wanted to remind everyone of the upcoming Spring Clean-up Days, April 1st – April 4th.

Gayle Swagerty asked about the status of the town website. Due to more pressing issues, there hasn't been much progress.

Duane Johnson informed the council that he was contacted by Larry Jordan with TERO regarding the use of the Ballroom for a luncheon to acknowledge the rehabilitation of homes. They would like the rental fee waived/reduced. Clerk/treasurer Stefani Bowden will look into the legalities of approving the request. Duane Johnson moved and Ken Miles seconded to allow the usage at a reduced rate if permitted. Motion carried.

Executive Session

n/a

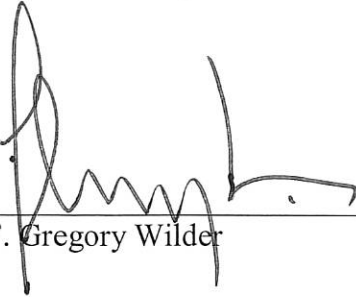
Quote of the Session:

"If you really want to do something, you'll find a way. If you don't, you'll find an excuse..."

Adjournment


Councilmember Ken Miles motioned and Councilmember Alling seconded to adjourn Council Meeting #1245 at 7:23p.m. Motion carried.

Mayor



F. Gregory Wilder

Clerk



Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1244th Regular Council Meeting
March 12, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder opened the 1244th regular meeting of the Coulee Dam Town Council at 6:00 p.m.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Ben Alling, Ken Miles, Bob Poch, Gayle Swagerty. Duane Johnson was excused absent.

Pledge of Allegiance

Councilmember Gayle Swagerty lead the Pledge of Allegiance.

Agenda updates & modifications

None

Public Input

None

Consent Agenda

Bob Poch moved and Ben Alling seconded to approve minutes. Motion carried.

Minutes: Regular Council Meeting – February 12, 2014

Gayle Swagerty moved and Ben Alling seconded to approve vouchers and Treasurer's Report. Motion carried.

Vouchers: Claim Vouchers and Checks:

Ratify Claim Voucher No.'s 33928 through No.'s 33956 dated February 26, 2014 in the total amount of \$39,623.32.
Claim Voucher No.'s 33957 through No.'s 33992 dated March 12, 2014 in the total amount of \$39,623.32.

Payroll Checks: Payroll Direct Deposit Runs, Check No.'s 33916 through 33927 and EFT Transactions of February 14, 2014 and February 28, 2014 in the total amount \$68,958.73.

Treasurer's Report: January and February 2014

B Voided Checks: 33859 and 33938

Action Agenda

A. AB 2014-0013 – Award - Tree Trimming Contract

Public Works Superintendent Barry Peacock provided the council with the bid opening results for the tree trimming project. Three bids were received. Senske Tree and Lawn Care Service was the apparent low bidder with an hourly cost of \$175.53.

Bob Poch moved and Ken Miles seconded to award the bid to Senske. Motion carried.

B. AB 2014-0014 – Resolution 2014-003, Surplus Property Declaration

A draft resolution was presented to surplus four vehicles. A 2003 blue Ford Crown Victoria, 2006 blue Chevrolet Impala and a 1992 black Cadillac Eldorado were from the Police Department and a 1991 Ford Ambulance from the Fire Department. Mayor Wilder suggested that any proceeds from the sale of such property be deposited into the current expense fund and be allocated as needed during the budgeting process.

Ben Alling moved and Bob Poch seconded to pass Resolution 2014-003 declaring certain Town property as surplus and direct the Mayor or his designee to sell the property using cost-effective methods and procedures. Motion carried.

C. AB 2014-0015 – Resolution 2014-004, Hazard Mitigation

Clerk/Treasurer Stefani Bowden informed the council that Okanogan County will be at the May 14th council meeting to review the Multi-Hazard Mitigation Plan and suggested that the Resolution be tabled until that time. Bob Poch moved and Gayle Swagerty seconded to table action on Resolution 2014-004 pending a presentation from the Okanogan County Sheriff's Department. Motion carried.

D. AB 2014-0016 – DOE Grant Agreement, Shorelines Master Program (SMP)

An updated Shorelines Master Program Grant Agreement was present to council. This Agreement supersedes previous agreement approved by council, AB-2014-0010, due to DOE fund allocation changes. Engineer Jerry Litt from SCJ Alliance was present to explain some of the requirements. This project will be coordinated with Elmer City for shared costs.

Ken Miles moved and Gayle Swagerty seconded to authorize the Mayor to execute the Shorelines Management Program Grant Agreement with Department of Ecology as written. Motion carried.

E. AB 2014-0017 – Professional Services Agreement

SCJ Alliance Engineer Jerry Litt provided the council with information regarding the requirement to comply with the Shorelines Management Act. The scope of work includes more community participation. Elmer City is on the same compliance schedule and some costs can be shared with them for project savings to both towns. The town currently has a contract with SCJ Alliance for planning services. DOE supports completion of the SMP effort under that current contract. Mayor is asking for authorization to execute a contract addendum with SCJ alliance to coordinate with the funding changes received from DOE.

Gayle Swagerty moved and Ken Miles seconded to accept the Scope of Work “in substantially the same form” and authorize the Mayor to execute the Contract Addendum thereto accordingly. Motion carried.

F. AB 2014-0018 – Engineering Services Agreement, NPDES Permit Compliance Analysis

The town has made application for renewal of its NPDES Sewer Discharge Permit. Due Coulee Dam’s location and that much of the town is on tribal land, the NPDES permit is made through the Federal Government instead of the State, which is where most entities are required to file with. Over the past few years our limits of discharge have changed causing a change in our pH levels. In order to comply with the stricter standards and ensure that the pH levels remain within the allowable amount, an analysis is needed to determine if it can be achieved through both operation changes and permit modifications. This analysis will cost approximately \$9950 and is also needed in order to be eligible for future grants. Using the MRSC Consultant Roster, Mayor Wilder recommends that the council authorize the execution of the Agreement for Engineering Services with Varela & Associates and approve the applicable work program.

Gayle Swagerty moved and Bob Poch seconded to authorize the Mayor to execute the Agreement for Engineering Services with Varela & Associates in substantially the same form as presented. Motion carried.

G. AB 2014-0019 – Bob Poch Resolution 2014-005

With much regret, Mayor Wilder informed the council and citizens present of the resignation of Councilmen Bob Poch. Poch has served as a member of council for 28 years and will be deeply missed. His long-term service is symbolic of a dedication and commitment to service that is rare and exceptional.

Ben Alling moved and Ken Miles seconded to pass Resolution 2014-005 acknowledging the service of Council Member Robert M. Poch. Motion carried.

Discussion Agenda

A. Elmer City WWT Agreement and Proportional Charges for “Treatment” services

The requirements outlined in the 1975 Agreement with Elmer City for cost sharing for wastewater treatment was brought to the council’s and citizen’s attention. Much discussion was held on what has and has not been charged as according to the agreement, including wages and taxes. Mayor explained that the intention is to explicitly follow the agreement from this point forward. A meeting is being planned between both Mayors

and a councilmember from each town to review and come to a mutual understanding/interpretation of the agreement.

B. BPA Services & Charges

Public Works Superintendent Barry Peacock informed the council of the billing error from BPA regarding a credit we are incorrectly receiving for USBR usage. We have been getting a credit from a feeder that hasn't been in use for approximately two years. BPA is conducting research and will notify us as soon as possible of what action needs taken.

C. Janitorial Services

Due to the lack of interest from the solicitation for Janitorial Services for Town Hall, the council has decided to continue with the current arrangement of having two public works employees sharing the job as overtime hours.

D. Council Vacancy

Discussion was held on the procedure to recruit a new councilmember to fill Council Position #1 vacancy. Mayor Wilder presented a draft application and an announcement will be made in the local newspaper. The selection of a new Mayor Pro-Tem will be made at the next scheduled council meeting.

Staff, Council & Committee Reports

Mayor informed councilmembers of his absence the week of March 30th through April 6th.

Three membership applications for the Volunteer Fire Department were presented. Bob Poch moved and Gayle Swagerty seconded acceptance of new members Mara Landrum, Jesse Billups and Jaci Gross. Motion carried.

A grant application for digital archiving of minutes, resolutions and ordinances was submitted to the Washington State Archives.

Clerk/Treasurer Stefani Bowden presented a letter received from the former Village Cinema owners for council review.

Notice was received from Washington State Liquor Control Board that the Melody Restaurant has applied for a liquor license renewal to sell beer and wine.

Transportation Improvement Board (TIB) has sent a letter of Notice of Completion for the LED Street Lighting Project.

Executive Session

n/a

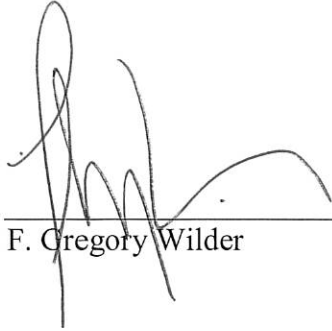
Quote of the Session:

"The essence of good government is trust" – Kathleen Sebelius

Adjournment

Councilmember Poch motioned and Councilmember Alling seconded to adjourn Council Meeting #1244 at 8:13 p.m. Motion carried.

Mayor



F. Gregory Wilder

Clerk



Stefani Bowden



Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1243rd Regular Council Meeting
February 12, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder opened the 1243rd regular meeting of the Coulee Dam Town Council to order at 6:00 p.m. Mayor Wilder welcomed everyone and explained the timeframe and procedure to receive public comments.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Duane Johnson, Ken Miles, Bob Poch, Gayle Swagerty. Ben Alling was excused absent.

Pledge of Allegiance

Councilmember Bob Poch lead the Pledge of Allegiance.

Public Input

Andrea Estes stated that starting four years ago, her rental property and personal residence are being charged commercial garbage rates. She requested that the Town reevaluate her personal account and change to residential rate. An answer will be provided by the next council meeting.

Ms. Estes also mentioned that tree roots are causing damage to sidewalks along Columbia St and asked who is responsible for the maintenance of such trees. Council and Public Works Superintendent Barry Peacock stated that the Town is responsible. Mayor Wilder informed Ms. Estes that the budget is very limited for the repairs. This issue will be revisited later in the year, possibly June.

2 citizens presented an interest in serving on the tree board.

Agenda updates & modifications

None

Consent Agenda

Bob Poch moved and Duane Johnson seconded to approve the consent agenda. Motion carried.

Minutes Regular Council Meeting – January 22, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No.'s 33860 through No.'s 33915 dated January 22, in the total amount of \$55,236.62.

Ratify January Manual Claim Voucher No.'s 33853 and EFT's in the total amount of \$8,578.26.

Voided Check No. 33812 in the amount of \$10.00 issued to incorrect vendor and re-issue Check No. 33859 in the amount of \$10.00 to correct vendor as replacement.

Payroll Checks: Payroll Check No.'s 33854 through 33858, 33863 through 33873, Direct Deposit Runs and EFT Transactions of January 15, 2014 and January 31, 2014, in the total amount \$69,087.78 .

Action Agenda

A. AB 2014-0012 – Call for Bids-Tree Trimming Contract

Mayor Wilder reminded the council that tree trimming was budgeted for 2014. Barry Peacock stated that tree trimming needs done every four years to keep power lines clear. A bid packet for tree trimming was presented to council for review. Councilmember Gayle Swagerty requested that the call for bid include the requirement for a certified arborist to be on staff. Ken Miles moved and Bob Poch seconded to authorize the Town Clerk to advertise for Tree-trimming bids. Motion carried.

Discussion was held on tree issues in street rights of way, trees between sidewalks and streets and trees being planted under power lines and over sewer lines. Mayor reminded everyone present that these are separate issues and will be addressed at a later time.

Discussion Agenda

A. Elmer City WWT Agreement and Proportional Charges for “Treatment” services

Mayor is continuing to work on keeping Coulee Dam and Elmer City connected and in a good relationship for wastewater treatment.

A misunderstanding regarding the DOE loan is mostly straightened out. Mayor Wilder explained to DOE that we will continue with the project but cannot meet the deadline. DOE will draft an agreement providing for additional alternatives analysis. We have funds available to do the analysis.

B. Comprehensive Plan (Chapter 8) – Parks & Recreation Element

Mayor reported on the meeting he held with the Tribe regarding funds for park improvements. They are interested in helping to fund some projects. A few projects were mentioned including the trailer court, recreation trails and swimming pool. Our current Comprehensive Plan does not contain any language to allow us to apply for grants.

Mayor Wilder also met with Eastern Washington Planning Department Professor to discuss the option of having students update our plan for us. Councilmember Poch inquired if Stadium Funds can be used for this type of project. Consensus was that it is not likely.

C. Website Development

Gayle Swagerty provided information on website design and cost to the council. There could be a cost savings if we use town staff to make regular updates to the website.

Bob Poch moved and Duane Johnson seconded to proceed with the website development. Motion carried.

D. Budget Preparation Process – Calendar

Mayor Wilder proposed some changes he would like in the next budget preparation process. More specification as to what is being funded in each line item was a big concern. A Budget Preparation Manual was provided to the council.

Staff, Council & Committee Reports

The Regional Board of Mayors met and cleanup dates have been set for curbside pick up as April 5-12 and November 15-22.

Mayor Wilder reported on the requirements for a Civil Service Commission in for the Police Department hiring process and the need to move forward with the development of a 3 member commission.

Clerk/Treasurer Stefani Bowden provided information to the council on the ability to use Code Publishing to publish Coulee Dam's municipal codes online. This would allow anyone and everyone access to the Town codes at anytime.

Mayor asked that the Historical and Natural Resources Board be reviewed and be brought back to the next council meeting.

Councilmember Gayle Swagerty spoke on the Tree City USA program and the requirements to achieve the award. Swagerty moved and Johnson seconded to bring Coulee Dam back to a Tree City USA status. Motion carried. Discussion was held regarding grants for this process.

It was a council consensus for the Mayor to draft a proclamation to promote Arbor Day celebration on April 9, 2014. The planting of a tree in Mason Park for the celebration was discussed.

Mayor informed the council that Douglas County has turned the investigation regarding the lost computer over to the State Patrol.

The Association of Washington Cities (AWC) scholarship program for a high school graduate was discussed. Electric City has decided to nominate a student from their own city rather than all the local towns select just one from the Lake Roosevelt High School as a community.

Public Works Superintendant Barry Peacock informed the council of the water leak at City Hall.

Councilmember Bob Poch will not be at the next council meeting of February 26, 2014.

Executive Session

n/a

Quote of the Session:

"Those who cannot change their minds cannot change anything" – George Bernard Shaw

Public Input

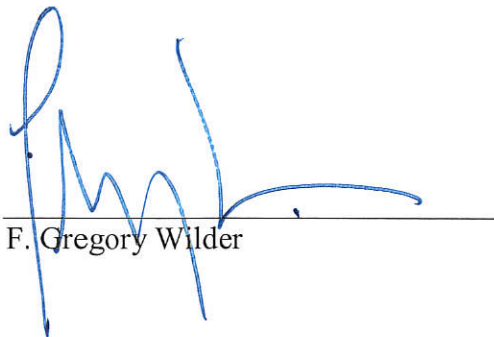
More discussion was held from citizens regarding the website, trees and streets. An issue of excessive parking along Columbia Street was brought forward. Mayor will relay the concern to the Police Chief.

Adjournment

Councilmember Poch motioned and Councilmember Johnson seconded to adjourn Council Meeting #1243 at 7:26 p.m. Motion carried.

Mayor

F. Gregory Wilder



Clerk

Stefani Bowden





Town of Coulee Dam
Green Oasis at the Foot of Grand Coulee Dam

Minutes
1242nd Regular Council Meeting
January 22, 2014

6:00 p.m. Regular Council Meeting

Mayor Wilder opened the 1242nd regular meeting of the Coulee Dam Town Council to order at 6:00 p.m. Mayor Wilder welcomed everyone.

Roll Call

Town Clerk/Treasurer, Stefani Bowden conducted roll call. Council members present: Ben Alling, Duane Johnson, Ken Miles, Bob Poch, Gayle Swagerty.

Pledge of Allegiance

Councilmember Ben Alling lead the Pledge of Allegiance.

Public Input

Citizen Gloria Carrol asked for a committee to review utility payment due dates. The 25th due date is a hardship on the ones receiving once a month paycheck. Asked if due date could be changed to the 5th of the month. Online utility billing/payments were also requested.

Gloria also brought forth a concern regarding emergency sirens. She asked if there was a way via social media or through a new customer packet to inform citizens what the sirens mean so as not to panic individuals. Mayor Wilder suggested that it be included in the newsletter.

Mayor Wilder asked Councilmember Bob Poch if the Public Works Committee could review the utility issues brought forth. Poch asked to be removed as the Chairman of the Public Works Committee but would still like to remain as a committee member. Discussion was held on the need for restructuring of various committees.

Agenda updates & modifications

None

Consent Agenda

Bob Poch moved and Duane Johnson seconded to approve the consent agenda. Motion carried.

Minutes Regular Council Meeting – January 8, 2014

Vouchers: Claim Vouchers and Checks:

Claim Voucher No.'s 33821 through No.'s 33852 dated January 22, in the total amount of \$ 128,386.92.

Action Agenda

A. AB 2014-0010 - DOE Agreement-Shorelines Management Program Grant

Mayor Wilder explained the DOE requirement to update the Shorelines Master Programs. DOE has granted \$50,000 to fund the update.

Councilmember Duane Johnson asked if the Colville Tribe will be involved in the process of moving forward. Wilder stated that since it involves tribal land they will be included in the process.

Gayle Swagerty moved to authorize the Mayor to execute the Shorelines Management Program Grant Agreement with the Department of Ecology as written. Duane Johnson seconded. Motion carried.

B. AB 2014-0011 – BPA Conservation Agreement Amendment

The Bonneville Power Administration (BPA) is proposing extending the Energy Conservation Agreement (contract #09ES-11057) from the date of execution through September 30th, 2015.

Mayor Wilder gave a little background on some of the energy efficient programs in the past. Ben Alling lead some discussion regarding the school and its effects on the program.

Bob Poch moved to authorize the Mayor to execute the BPA Energy Conservation Agreement as written. Gayle Swagerty seconded. Motion carried.

Discussion Agenda

A. Elmer City WWT Agreement and Proportional Charges for “Treatment” services

Mayor Wilder expressed his concerns regarding keeping a good relationship between Coulee Dam and Elmer City with the Joint Operating Agreement for Wastewater. Washington State Auditor recommends that the Town of Coulee Dam prepare a Cost Allocation Plan for a more accurate accounting of the costs passed on to Elmer City for wastewater treatment. Discussion was held on types and percentages of costs that should be passed on such as manpower, equipment costs, etc. Questions were asked by about the utility expenses for the plant.

Ben Alling, with agreement from Bob Poch, feels the sooner we resolve this agreement issue the better for both sides.

Elmer City has been awarded up to \$90,000 for an analysis and with a high enough Native American population, may also qualify for Indian Health Grants.

The possibility of a population survey was discussed and the suggestion of using volunteers such as high school seniors for community service hours was mentioned.

B. Town Hall Janitorial/Maintenance Services

Mayor Wilder asked the council for input on the need for janitorial services for Town Hall. Discussion was held on whether it should be a contracted service or hire a part time employee. Currently, one of the Public Works employees is performing the duties after his normal working hours. The Town could run into bargaining unit agreement issues with the use of an already full time employee.

The council would like to find out what a contract price for services would be in comparison to the cost of an employee's wages. Mayor stated that some of the building maintenance is already part of the Public Works responsibilities.

Council came to a consensus to solicit for contract services at this time.

C. Joint Planning Agreement

The council was informed that Mayor Wilder will be attending a meeting in Okanogan next week regarding Joint Planning Agreement. This was brought up to bring it to the council's attention only; no action is needed on the part of Coulee Dam.

D. Open Public Meetings Act

Mayor Wilder reminded the council about following the Open Public Meetings Act regarding what is considered a public meeting. Quorums, telephone meetings and emails were noted as common issues and the council should be very cautious of it.

Councilmembers can be personally liable along with the Town for any violations of the Open Public Meetings Act. Training is available on this subject with the possibility of grants covering the costs.

E. Separation of Powers/Personnel

More precise information was provided to the council regarding separation of powers

F. Website Development

Gayle Swagerty provided the council with some information regarding website and social media. There is an upcoming training she would like to attend. She would like to have a website created for the Town and use it as a means to provide easier access to public records and forms. The State Archives may be able to assist us with making public records more available.

Staff, Council & Committee Reports

Mayor Wilder informed the council that Parks and Rec will be here to look at potential projects. One area of possible interest may be the old trailer court owned by the Bureau of Reclamation. Duane Johnson mentioned there may be an option to lease it.

Mayor spoke on the need for a good back-up system for the Clerk's Office computers, including the Mayor's computer. Council agreed that we need to safeguard the public records.

Wilder relayed info received from Public Works Superintendant Barry Peacock that the application for the NPDES discharge permit was submitted, which needs done every four years.

Police Chief Pat Collins and Mayor Wilder had a previous discussion regarding the USBR requesting two more police officers. Collins sees no advantage with the hiring of two additional officers at this time. Citizen questioned the number of current Police Officers. Currently the Town has three officers with a fourth one budgeted, which will be solicited for in the near future.

Councilmember Duane Johnson expressed that he would be interested in learning more about the garbage contract regarding fees, pick-up, can size, etc.

Announcements

There will be a tour of the Town and facilities to any of the councilmembers who wish to participate.

Executive Session

n/a

Quote of the Session:

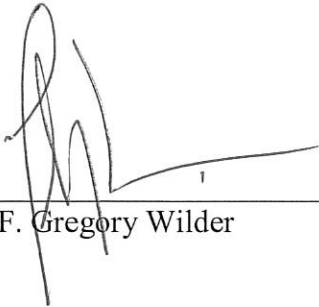
"Too often we enjoy the comfort of opinion without the discomfort of thought." - John F Kennedy

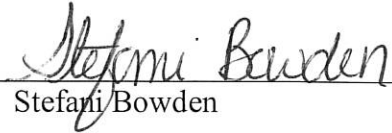
Public Input

None.

Adjournment

Duane Johnson motioned and Bob Poch seconded to adjourn Council Meeting #1242 at 7:11 p.m. Motion carried.

Mayor 
F. Gregory Wilder

Clerk 
Stefani Bowden



Green Oasis at the Foot of Grand Coulee Dam

**Minutes
1241th Regular Council Meeting
January 8, 2014**

6:00 p.m. Regular Council Meeting

Mayor Wilder opened the 1241th regular meeting of the Coulee Dam Town Council to order at 6:02 p.m. Mayor Wilder welcomed everyone.

Roll Call

Interim Town Clerk, Renee Tillman conducted roll call. Council members present: Ben Alling, Duane Johnson, Ken Miles, Bob Poch, Gayle Swaggerty.

Mayor Pro-Tempore – Motion made by Councilmember Ken Miles for Councilmember Bob Poch to serve as Mayor Pro-Tempore for year the first six months of the 2014 year. Councilmember Ben Alling seconded the motion. Motion carried unanimously.

Pledge of Allegiance

Councilmember Poch lead the Pledge of Allegiance.

Public Input

Mayor Wilder explained the public input process and encouraged public participation suggesting 15 minutes at the beginning of the meeting and 15 minutes at the end with opportunity to discuss individual items by approval of Council.

Ken Hjorten questioned hiring a interim contractor, the resolution on rates and the resolution for Quincy Snow. Mr. Hjorten inquired if a full Council packet would be made available. Mayor Wilder replied, yes.

Agenda updates & modifications

Mayor Wilder apologized for a couple of extra items added on to the agenda. Mayor Wilder mentioned a Fire Control agreement and street light bill will be added.

Mayor Wilder mentioned payroll draws will be made as scheduled. The bills totaling \$170,519.00, for most of 2013 the Financial Committee will want to review the checks. Mayor Wilder stated the Town of Coulee Dam has a Leoff member whom the Town has paid annual premiums, however; the Town will now pay quarterly.

Motion made by Councilmember Duane Johnson to accept the Consent Agenda. Councilmember Gayle Swaggerty seconded the motion. Motion carried unanimously.

Action Agenda

A. AB 2014-0001- Committee Appointments

Mayor Wilder stated he has narrowed seven committees down to four committees. The Budget & Finance Committee, General Government Committee, Public Works & Utilities Committee, and Public Safety Committee. Mayor Wilder explained each has individual responsibilities and outlined the duties of each. Mayor Wilder mentioned he has alternates chosen and if anyone individual does not want to be an alternate, him know. Mayor Wilder explained no committee or Councilmember can provide direction or supervision of Town Staff; all requests for staff time or assignment of staff priorities will be made to or through the Town Clerk or the Mayor; the Mayor serves as an ex-officio member of all committees.

B. AB 2014-0002 – Shoreline Master Program

Mayor Wilder explained the mandated Shoreline Master program. He mentioned the Consultant and Dept. of Ecology were present. Mayor Wilder stated the project is in the 2014 Budget and is included in everyone's packet Exhibit A. Jerry Lind from SJC Alliance spoke to the Council about the Shoreline Master Program explaining the agreement for tonight is for the Council to enter into agreement for funding. Jerry mentioned the Town of Elmer City will be doing their Shoreline Master Program and they will try to combine some items that will have to be completed. Jerry expects a draft plan by summer and each community has to have a Shoreline Master Plan, it is part of the States plan. Leonard Jordan from the Dept. of Ecology stated he came for a meet and greet. Leonard mentioned the process will take approximately two to three years to complete and every Town or City should make the Shoreline Master Program their own. Councilmember Alling questioned the adjoining Federal Property. Leonard explained the Town has to have it done. Jerry explained to the Council SJC Alliance is a consultant to the Town of Coulee Dam and the Dept. of Ecology is for the funding. Jerry mentioned every Town has to do a public participation plan. Councilmember Ben Alling commented it will be of no cost to the Town, it will cost the tax payers.

Mayor Wilder asked the Councilmember's permission to sign the agreement with SCJ Alliance, explaining the Town currently has a professional services contract with SCJ Alliance for planning services, DOE supports the completion of the Shoreline Master Plan. Councilmember Alling made a motion the Town Council of Coulee Dam accept the Scope of Work as presented and authorize Mayor Wilder to execute the addendum to the SCJ Alliance Contract. Councilmember Swaggerty seconded the motion. Motion carried unanimously.

C. AB 2014-0003- Salary Ordinance 723

Mayor Wilder explained this ordinance replaces the ordinance pasted in December. Mayor Wilder stated he had spoken with the Town Attorney, MRSC on the topic of salaries and wages. Mayor Wilder explained the salary ranges and steps for the different levels; the new ordinance strikes the Interim Clerk and new descriptions for the City Clerk and Records Specialist have been made. Mayor Wilder stated the Clerk-Treasurer position will be FSLA exempt, could be subject to comp time. Mayor Wilder expressed he compared 19 different Cities as a study and used an AWC matrix as an outline. He mentioned the City Clerk position will be \$3,845.00 to start, the wage was \$6,100.00, which is competitive and at a statewide average. Mayor Wilder stated the positions were advertised. Mayor Wilder told the Council the new Clerk Treasurer is currently the Town

of Wilbur's Deputy Clerk, she will be sworn in on January 17th or 18th and begin on January 20th. Councilmember Poch inquired about the salary range in AWC and which ones included electric and if the Towns were Chewelah and Blaine. Mayor Wilder could not remember the second Town. Councilmember questioned the FSLA position and commented if during Budget time it requires weekend work, he does not object to overtime.

Mayor Wilder explained Comp time with the Councilmember's. Councilmember Johnson asked what step the Clerk would start at. Mayor Wilder replied, "Step 2", "Step 3" after six months and a review. Councilmember Johnson stated he had concern about the length of Comp time and his concern for audits. Councilmember Alling commented he would like a Councilmember to be included in the review process concerning the "step" procedure.

Mayor Wilder resisted stating it is not automatic, it will be reviewed, it's not up to the Councilmember's to make the decision. Councilmember Johnson commented, the Council should be able to provide input. Councilmember Alling stated the Council should have that right. Mayor Wilder replied they don't. Councilmember Alling commented the Council does for wages. Councilmember Poch spoke about the new Clerk Treasurer's salary and mentioned if you have a Records Specialist salary, then the Town is still over budget. Mayor Wilder explained the budget that was allocated for 2014 and mentioned the Records Specialist position would be three day a week employee, saving \$3,780.63. Mayor Wilder explained to the Councilmember's no position is at a high "Step" range, it's a savings, not a cost, and a cross training position. Councilmember Swaggerty commented a Record's Clerk is an important position, especially with public disclosure laws and this is an appropriate time to make the changes in salaries. Councilmember Poch mentioned the Town had tried to employ a Records Specialist in prior years. Mayor Wilder explained he will be putting the Council packets together; it was once the Clerk Treasurer's job prior, now he will perform that duty.

Councilmember Swaggerty made a motion for the adoption of Ordinance #723 and directed that the Town of Coulee Dam's Town Personnel Policy and Procedures manual be updated accordingly. Councilmember Miles seconded the motion. Motion carried unanimously.

D. AB 2014-0004 – Resolution 2014-001

Mayor Wilder discussed issue of sewer rates and rolling back the rate by eleven dollars beginning in March. Mayor Wilder stated the rate was increased to seventy dollars for the 2014 budget and will remain in effect for January and February, then decreasing to fifty four dollars a month for the rest of year, describing the adjustment as Budget neutral and assured the 2014 Budget revenues will hold for year. Councilmember Miles inquired if the rate was fifty four dollars. Mayor Wilder replied he did say fifty four, but actually meant to say fifty six dollars.

Former Councilmember Karl Hjorten asked if the Town of Elmer City is going to be charged more for their rate. Mayor Wilder explained how the Town of Elmer City is billed; explained the Town of Elmer City has been paying how they should per 1976 agreement; recommends leaving it the way it is. Karl Hjorten questioned the Budget projection. Mayor Wilder stated the Budget comes in at what the Council adopted in the resolution. Councilmember Miles wondered if it made much of a difference.

projection. Mayor Wilder stated the Budget comes in at what the Council adopted in the resolution. Councilmember Miles wondered if it made much of a difference. Councilmember Swaggerty commented it is sending a message to the people; it's a numbers game, the message is saying we're trying to work on the rates. Councilmember Alling made a motion for the passage of Resolution #2014-001 as it has been written. Councilmember Miles seconded the motion. Motion carried unanimously.

E. AB 2014-0005 – Acknowledge of Service Resolution 2014-002

Mayor Wilder explained to the Councilmember's this resolution is a dedication to an individual's dedication to his work for his Town. Karl Hjorten mentioned the Councilmember's had presented a plaque for Quincy Snow last month and all had signed it.

Mayor Wilder stated it is from all of Coulee Dam and if anyone objects, please speak now.

Karl Hjorten expressed an investigation has been started on the previous Mayor and views the resolution as slap in the face. Mayor Wilder commented he did not view it in that manner and stated he the Sheriff's office was asked to investigate computer removal. Councilmember Johnson disagreed with the word "exemplary" in the resolution, definitely agrees with "dedication", but questions "exemplary". Mayor Wilder mentioned the language was crafted and anyone who serves a long term deserves an acknowledgement. Councilmember Johnson became more comfortable with the language. Councilmember Poch made a motion for the passage of Resolution #2014-002 acknowledging the service of the Town of Coulee Dam's prior mayor, Quincy Snow. Councilmember Alling seconded the motion. Motion carried unanimously.

F. AB 2014-0006 - Professional Services Agreement – Vision Municipal

Mayor Wilder explained he had hired Toni Nelson for professional services to meet the Town's reporting requirements, State requirements and legal obligations. Mayor Wilder stated Toni Nelson is responsible for making sure the bills are paid and provide training for the staff. Mayor Wilder mentioned Toni will be back in the office on January 22. Councilmember Johnson asked if the training was for two employees. Mayor Wilder replied, the training is for anyone in the office. Councilmember Poch inquired about a cost allocation and asked if it would be more beneficial to go online. Mayor Wilder told Councilmember Poch he understood his point, however; it is within the Consultation Budget. Mayor Wilder

said he needs a motion authorizing signature for the services. Mayor Wilder stated the Town Clerk is experienced with the same software, payroll, utilities and with the new Utility Clerk Michelle, they may not need a lot of training time. Councilmember Johnson would like Mayor Wilder to provide some feedback on the training. Mayor Wilder explained to the Councilmember's the Town of Coulee Dam has had a contract with Toni Nelson for years.

Councilmember Johnson made a motion to authorize the continuation of services as defined in the Vision PS Proposal and acknowledge the signature of the Mayor thereto. Councilmember Poch seconded the motion. Motion carried unanimously.

G. AB 2014-0007 – Personal Services Agreement – Part-time Clerk/Treasurer

Mayor Wilder stated the Personal Services Agreement is for Renee Tillman as a part-time Interim Clerk/Treasurer. Mayor Wilder explained the requirement to appoint a Clerk/Treasurer and mentioned he had spoke with the Town Attorney Mick Howe on the issue. Mayor Wilder stated Renee was sworn in, a contract is necessary, salaries were struck. Mayor Wilder told the Councilmembers he has chosen to provide a 1099 and believed this was the best for all concerned. Councilmember Alling questioned the language in the contract. Attorney Mick Howe explained "Renee Tillman" is referred to as a contractor.

Karl Hjorten asked if Renee had a business. Mayor Wilder replied she does not. Councilmember Swaggerty made a motion to authorize the expenditures necessary to maintain the services of an Interim Town Clerk/Treasurer in substantially the same form as the proposed Personal Services Agreement. Councilmember Alling seconded the motion. Motion carried unanimously.

H. AB 2014 – 0008 – Street Lighting Contract Final Payment

Mayor Wilder explained two checks have been issued for payment on this project, one for completed services and one for retainage. Mayor Wilder commented hopefully by January 20th the retainage check can be released. Mayor Wilder stated Barry did a great job. Councilmember Miles made a motion to authorize the final payment for Contract S-E 878 (001)-1 and to authorize the release of payment for the applicable retainage such that the actual payment release date to the contractor is subject to the satisfaction of the Public Works Superintendent and the provisions of the contract. Councilmember Swaggerty seconded the motion. Motion carried unanimously.

I. AB 2014-0009 – Cooperative Fire Protection Agreement

Mayor Wilder mentioned the Interlocal Agreement was delivered to him at the last minute. Mayor Wilder stated he was informed the language was identical to the last agreement, and it is; the Town of Coulee Dam has a way out if they wish to exit the agreement; and for practical purposes, it's budget neutral. Councilmember Alling agreed, mentioning the fires the area encountered a couple of years prior and how this is a way Mt. Tolman can pay out of cost resources. Councilmember Poch made a motion to authorize the Mayor to execute Agreement AGP20100001 by and between the Town of Coulee Dam and the Bureau of Indian Affairs. Councilmember Johnson seconded the motion. Motion carried unanimously.

Discussion Agenda

- A. Mayor Wilder stated he intends to send out a letter to the Town of Elmer City. Mayor Wilder read the letter he wrote to Mayor Morin of the Town of Elmer City to the Councilmembers, offering a commitment to work together and the benefit for both communities by doing so.
- B. Mayor Wilder explained he had a meeting with Gray & Osborne last month and both parties agreed Gray & Osborne will not do the Alternative Analysis Study. Mayor Wilder discussed different options and commented the Town of Coulee Dam needs to be in touch with the Town of Elmer City. Mayor Wilder mentioned the document from D.O.E. is too lengthy to read. D.O. E. mentions they wish they had been more attentive to the Town of Coulee Dam. Mayor Wilder spoke about Federal Funding and an Alternative Analysis. Mayor Wilder said D.O.E. realized the Town of Coulee Dam will not meet the deadline. He believes a project is required and necessary to some degree, but does not want the

community to pay for it and wants to use Federal Funding. Mayor Wilder stated he will send the letter to the Town of Elmer City on Thursday, the letter to D.O.E. on Friday and will now take any comments. No comments given.

- C. Mayor Wilder explained he wrote a letter to the Tribe relating to the Town shut off policy, stating it may sound political. Mayor Wilder read the letter to the Councilmembers. Mayor Wilder discussed and gave examples of some methods to collect payment for utilities that would be beneficial to Tribal members while being fair to every resident.

Staff, Council & Committee Reports

Mayor Wilder asked the Staff, Council or Committee has any reports. No one spoke.

Mayor Wilder asked Barry if he had any reports. Barry discussed the storm drain issue in Coulee Dam and explained there is no funding for it. Mayor Wilder and Barry will be looking into the problem and Mayor Wilder will be in touch with an engineer on a design. Barry mentioned he identified some guardrail in Coulee Dam that is the Town's responsibility to fix.

Chief Collins had no reports.

Mayor Wilder discussed the loss of the computer. He stated it came up missing around November 13 or 14th, and he has had a discussion about it with Chief Collins. Mayor Wilder explained he contacted Douglas County Sheriff's Office on the matter and they may want to have another agency take over the investigation to avoid a conflict, overlapping. Mayor Wilder stated the matter is moving forward.

Mayor Wilder told the Council he has assigned email addresses to them and discussed the matter of Councilmember email activity, explaining the emails are subject to public disclosure whether you use your personal computer or a public computer. Councilmember Johnson asked if there were instructions available. Mayor Wilder stated he would provide them. Attorney Mick Howe confirmed Mayor Wilder's statement. Councilmember Poch suggested providing IPADS to conduct correspondence. Mayor Wilder suggested bringing the topic up for discussion at the next Budget season, commenting it is a good suggestion.

Mayor Wilder advised the Councilmembers a Janitorial Service will have to be hired, whether it Contractual or not. Since January 2, the Town has not had services. Mayor Wilder suggested doing a contract, but is open to suggestions. Mayor Wilder suggested a proposal on a contract for services. Councilmember Johnson asked if it would be in the Star Newspaper. Mayor Wilder replied, yes.

Mayor Wilder stated the service is not allocated in the Budget, but the money is there and the Town can do this without a Budget Amendment. Councilmember Alling said he thought the renters are supposed to take care of their own services in their agreement.

Announcements

Mayor Wilder introduced the new Utility Clerk/Office Assistant, Michelle Bredstrand. Michelle told the Council the new job is very different from banking. Toni Nelson and Renee have been very helpful; it's a journey.

Mayor Wilder asked if anyone had any comments.

Executive Session

n/a

Agenda Log Update

Mayor Wilder discussed with Councilmembers.

Councilmember Swaggerty asked about the Agenda and when items should be turned in. Mayor Wilder explained the process and procedure to the Councilmembers. Mayor Wilder stated if anyone has a matter that requires Council action, he will give assistance. He stated he prefers to have them out on Fridays and doesn't like anything reserved after the fact. Templates have been prepared for all.

Quote of the Session:

"To improve is to change; to become excellent is to change often."

Public Input

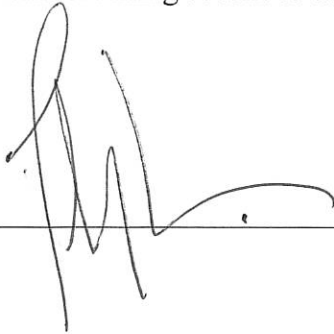
None.

Adjournment

Councilmember Poch made a motion to adjourn Council Meeting #1241 at 8:10 p.m.

Councilmember Alling seconded the motion. Motion carried unanimously.

Mayor: _____



Clerk/Treasurer: _____

