

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
For
February 7, 2011

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the meeting to order at 7:00 p.m.
- II. **ROLL CALL:** Mayor Dennis Palmer, George Dewan, Al Evans, Tom Johnson, Tom Crooks and Randy Robinson. Also present were Stephen Bishop, Town Attorney; Mary DeGon, Clerk/Treasurer; Keith Cooper, Town Marshal and Dick Brown, Public Works Director.
- III. **INTRODUCTION OF GUESTS:** None
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** After council members reviewed January 18, 2011 minutes, Tom Johnson made the motion to approve the minutes as written. Randy Robinson seconded the motion, all council members voted yes – **motion passed.**
- V. **TOWN MARSHAL REPORT:** Keith Cooper submitted a monthly department report showing six cases ranging from traffic offense, animal problems, citizen assist and juvenile problems. There were ten traffic stops with no citations. We have sold 94 dog tags for 2011 and we will be issuing warning letters for those who have not purchased their dog tag(s) yet. Last year we licensed 144 dogs.
- VI. **PUBLIC WORKS REPORT:** Dick Brown reported we had Specialty Pump Service come out last week to fix the packing and seals on Well #5. We fixed a water leak last week on 6th Street and we will be fixing another water leak on Front Street this week.
- VII. **OLD BUSINESS:**
 - A. **PORT OF WHITMAN** – Town Attorney, Stephen Bishop, reported to council that the fiber optic cable offers the potential of a benefit to the Town. How significant the benefit will be is open to some speculation. However, as there is no cost to the Town it is something that should be seriously considered. The critical issue is the franchise agreement. As long as the agreement protects the Town from accidental damage to the cable (e.g. damage from a backhoe during an emergency), and as long as the agreement clearly specifies to what condition any streets or alleys must be returned after excavations to install or repair the cable, the agreement should pose no problems. He will begin work soon to draft an agreement for consideration for his nine client town and cities that this will involve.
 - B. **INTER-LOCAL AGREEMENT** – Stephen Bishop recalled Whitman County had initially contemplated an arrangement where it would simple take the federal funding and give

us a bridge, so to speak. However, after Stephen conferred with WA Department of Transportation, such an arrangement would probably not work. Mark Storey, Whitman County Public Works Director also talked to WA DOT and he too came away with the same realization. As it stands now, the Town will administer the grant funds and we will retain Whitman County to manage the design construction and be our CA agent. Mark Storey has agreed to provide examples of similar agreements Whitman County has used with the State to our Town Attorney. We need to know what Whitman County will charge to manage the project as the compensation issue is pretty critical, not only because we need to know to stay within budget, but also to directly account to the State for what we spend. Council members stressed their concern that we have the choice in selecting the engineering services for the civil work.

- C. TIB SIDEWALK** – Last month Gloria Bennett from the Transportation Improvement Board paid us a visit and looked at the condition of the sidewalk south of Crossett's Food Market on Steptoe Street. She took some pictures and presented the case to the interim director of TIB to request additional funds to repair or replace that section. We received an email from Gloria that our request was denied and she suggested the Town should apply for the Small City Sidewalk Maintenance funding at the next grant funding cycle this fall. Randy Noble from TD&H sent an email asking council members if they would like to delay construction on the First Street Project until 2012 to see if we can get the funding for the sidewalk on Steptoe Street and then both projects could be completed in 2012. Randy's recommendation to the council is to design the First Street Sidewalk Project in 2011 and delay the construction until 2012. In August of this year we can apply to TIB for the Steptoe portion. Council members discussed the options and the consensus by the council members was to complete the First Street Sidewalk Project this year.

VIII. NEW BUSINESS:

- A. WELL #5** – Mayor Palmer expressed his concern with the condition of Well #5 as the shaft continues to have a bad vibration and the seals leak. Specialty Pump Service did repair the packing and the seals last week and Dick Brown stated it looks the best it ever has since he has been employed with the Town. Randy Robinson remembers that pump being pulled ten years ago to be repaired. Mayor Palmer's concern is that well provides about 70% of our water and if we can fix it before it gets worse we could be looking at a cost range of \$15,000 - \$20,000. If we wait until it's too late, the cost will be considerably higher. Dick will continue to monitor the well and council will consider adding that expense into next year's budget.
- B. 2010 YEAR END BUDGET** – Mary DeGon reviewed with council members the final budget numbers for 2010. Each expense fund came out in the black with the assistance of a budget amendment that was needed for Current Expense Fund 001 and Street Fund 101.

C. **BUSINESS INCUBATOR PHASE II – COMPLETED** – Now that phase II is completed on the business incubator, council members need to decide what will be done with that space. First Wind asked for first consideration of the available space as they would like to make that a conference room. Council members discussed the amount of rent to charge for the one room area and the consensus was \$100 per month in addition to the \$500 they are already paying for the office space they are occupying.

IX. **COUNCIL MEMBER’S BUSINESS:**

GEORGE – Nothing at this time.

AL – He would like to bring up the idea again of having a generator to operate the wells in case we have a major power failure. This will be referred to our Certified Water Operator, Frank Tripplett.

TOM J. – Nothing at this time.

TOM C. – He had questions on the liability insurance we pay to AWC RMSA and the amount of coverage on our buildings. He we look at the coverage amounts later on his own time.

RANDY – Nothing at this time.

X. **TREASURER’S REPORT/APPROVAL OF PAID CHECKS:** Council members reviewed the Treasurer’s Report, Check Register and Receipt Register for January 2011. Randy Robinson made the motion to approve checks paid #22140-#22144 in the amount of \$2,822.05 for claims and \$0 for payroll totaling \$2,822.05 for December 31, 2010; **AND** approve checks paid #22145-#22162 in the amount of \$28,434.51 for claims and \$5,261.53 for payroll totaling \$33,696.04 from January 20, 2011 through January 31, 2011; **AND** approve checks paid #22163-#22168 in the amount of \$2,393.26 for claims and \$3,444.24 for payroll totaling \$5,836.50 from February 3, 2011 through February 5, 2011; **AND** approval for EFT payment on 01/31/2011 in the amount of \$1,588.78 to Electronic Federal Tax Payment Services for January’s 941 employee taxes. Al Evans seconded the motion, all council members voted yes – **motion passed**.

XI. **ADJOURNMENT:** Al Evans made the motion to adjourn the meeting at 8:03 p.m. Tom Johnson seconded the motion, all council members voted yes – **motion passed**.

ATTEST:

DENNIS PALMER, MAYOR

Mary DeGon, Clerk/Treasurer