

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
For
February 6, 2012

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the meeting to order at 7:00 p.m.
- II. **ROLL CALL:** Mayor Dennis Palmer, Randy Robinson, Tom Crooks, Tom Johnson and Kelli Meserve. Councilman Al Evans was not in attendance. Also present was Mary DeGon, Clerk/Treasurer.
- III. **INTRODUCTION OF GUESTS:** James and Sherry Orton
- IV. **ENGINEERING FIRMS:** We had three Engineering Firms present giving a brief background of their companies and services they can provide.
- J-U-B Engineers, Inc. – Project Manager, Layne Merritt and Area Manager, David Kliewer
- Taylor Engineering, Inc. – Project Manager, Calvin George
- TD&H Engineering, Inc. – Project Manager/Construction Administration Manager, Randy Noble
- Each company was given the opportunity to talk to council members about their statements of qualifications. All the engineers were thanked for coming to our meeting and informed a decision would not be made until the next council meeting on Tuesday, February 21st. We received SOQ's from 12 engineering firms for our review.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed January 17, 2012 minutes. Tom Johnson made the motion to approve the minutes as written. Randy Robinson seconded the motion, all council members voted yes – **motion passed.**
- VI. **TOWN MARSHAL REPORT:** Keith Cooper was not in attendance but did submit a monthly report for January 2012. There were 10 cases ranging from theft, animal problems, harassment and suspicious. There were no details available on any of the cases.
- VII. **PUBLIC WORKS REPORT:** Dick Brown was not in attendance but submitted a report for Mayor Palmer to give council members. He started discharging at the lagoons this morning and will be doing so at least the rest of the week due to all the rain we have received. We purchased some culverts for a street project on the corner of 4th and Pearl to help control the standing water at that intersection. During the last snow storm the flow- recording

meter at the lagoons lost its default reading. We were able to get the machine repaired and calibrated.

VIII. OLD BUSINESS:

- A. PROBLEM RENTAL PROPERTIES** – The collective marijuana gardens ordinance is still pending. Our Town Attorney, Stephen Bishop, will be attending our next council meeting to discuss the proposed ordinance with council members.
- B. DOG ORDINANCES** – This was tabled until the next meeting so we can have our Town Marshal, Town Attorney and a full council present to review current codes and suggested changes.
- C. CARDBOARD RECYCLING & MIXED PAPER** – We received an email from Judi Gray, Whitman County Recycling and Waste Reduction, regarding the issues of having dumpsters for cardboard and mixed paper recycling. She has spoken to Dave Patterson, Manager of Empire Disposal, and he assured her that the information we were given about Tekoa's dumpsters being full of garbage instead of recyclables was not true. The picture we saw was an issue but not at Tekoa but rather in some other community. The lean-to building the school owns by the outdoor recycling will not work for the large dumpsters, she was wondering if we went with a smaller dumpster and put it on the garage side of the Willows. Council discussed many possibilities and the consensus from members was not to pursue the cardboard and mixed paper recycling at this time. We really want to support recycling but need to have the dumpsters in a covered area to avoid people dumping trash into them. It already happened over at the lean-to area of the school and we do not want to see another mess like that again.

IX. NEW BUSINESS:

- A. ENGINEERING FIRMS SOQ's** – We received statements of qualification from 12 engineering firms which included:
- Taylor Engineering, Inc
 - J-U-B Engineering
 - TD&H Engineering
 - Forsgren Associates Inc.
 - FCS Group
 - SWCA Environmental Consultants
 - Sargent Engineers, Inc.
 - Progressive Engineering Group, Inc.
 - Columbia Environmental Sciences, Inc.
 - Abeyta & Associates
 - North American Engineering
 - Century West Engineering Corp.

There is not enough time in the meeting to allow council members to review all 12 SOQ's. It was recommended that two council members review all statement of qualifications before the next council meeting. Tom Crooks and Randy Robinson volunteered to review the SOQ's and will make a recommendation to council members at the next meeting.

- B. PUBLIC WORKS DIRECTOR RETIRING** – Dick Brown will be retiring by May 1st of this year. Council members discussed what they would like to see in the next Public Works Director. They do want to hire someone that is certified in water and sewer and if an applicant does not have those licenses then they will need to obtain them in a timely manner. It will take at least one year for an individual to obtain certification in both water and sewer. We will probably run the ad in the first two issues of the Gazette in March and have someone hired by April 2nd. The goal is to have the new Public Works Director job- shadow Dick for the month of April. Mary will have some examples of job advertisements for council's review by the next meeting.
- C. TIB SMALL CITY ARTERIAL PROGRAM FUNDING** – Council members received a copy of a letter from the Transportation Improvement Board confirming we will receive \$133,875 in matching funds for the Steptoe Street Bridge project.

X. COUNCIL MEMBER'S BUSINESS:

KELLI, TOM J., TOM C., AND RANDY – Nothing at this time.

- XI. TREASURER'S REPORT AND APPROVAL OF CHECKS:** Council members reviewed the Receipt Register, Check Register and Treasurer's Report for January 2012. Mary reviewed the bottom line of the 2011 budget showing Current Expense Fund 001 was in the black by \$17,611.05; Street Fund 101 was in the black by \$630,223.58 due to the Steptoe Street Bridge Project being delayed to 2012-2013 for construction; and the Water/Sewer Fund 401 was in the black by \$59.91. Council discussed the narrow margin in water/sewer and how we are only showing a \$1,200 gain by the end of this year. Randy Robinson made the motion to approve paid checks #22697 & #22701 in the amount of \$3,043.09 for claims and \$0 for payroll totaling \$3,043.09 for December 31, 2011; AND approve paid checks #22698-#22700, #22702-#22717 in the amount of \$31,188.00 for claims and \$6,441.34 for payroll totaling \$37,629.34 from January 19, 2012 through January 31, 2012; AND approve checks #22718-#22723 in the amount of \$3,574.93 for claims and \$3,399.86 for payroll totaling \$6,974.79 for February 2, 2012. Also an EFT payment to WA DOR in the amount of \$455.20 for excise taxes and an EFT payment to EFTPS in the amount of \$1,592.74 for employee 941 federal taxes. Tom Johnson seconded the motion, all council members voted yes – **motion passed.**

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

ATTEST:

DENNIS PALMER, MAYOR

Mary DeGon, Clerk/Treasurer