

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
For
June 4, 2012

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the meeting to order at 7:00 p.m.
- II. **ROLL CALL:** Mayor Dennis Palmer, Kelli Meserve, Al Evans, Tom Johnson and Tom Crooks. Councilman Randy Robinson was not in attendance. Also present were Stephen Bishop, Town Attorney; Mary DeGon, Clerk/Treasurer; Keith Cooper, Town Marshal and Bob Hooper, Public Works Director.
- III. **INTRODUCTION OF GUESTS:** None
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed May 21, 2012 minutes. Al Evans made the motion to approve the minutes as written. Tom Johnson seconded the motion, all council members voted yes – **motion passed.**
- V. **TOWN MARSHAL REPORT:** Keith Cooper gave the department's activity for May 2012. There were nine cases ranging from drug arrest, theft, false reporting, civil, suspicious circumstances and agency assist. As most of you know, Dan Brown, has resigned from the Oakesdale Police Department effective May 31, 2012. Keith is looking for suggestions as to what the Mayor and Council members want to do for police/ordinance coverage for the Town. Keith does not plan on leaving, however, he is not going to work the extra hours. Council asked Keith to write down his ideas on the position and this will be tabled until the next meeting. Council members would like to have all council members present when discussing the open position. Mayor Palmer made a suggestion to have our Town Marshal's office available to all Whitman County Sheriff's personnel as a sub station. Keith will discuss this option with Brett Myers, Whitman County's Sherriff.
- VI. **PUBLIC WORKS REPORT:** The culvert project on the corner of Pearl and Fourth Street is completed. We will pave that area this summer when we lay hot mix. The flowers have been planted in the barrels on the sidewalk and flowers hung in the court yard. He is trying to keep up with the mowing. Jeffrey will start work next week as our summer help and that will give us an edge up on the mowing.
- VII. **OLD BUSINESS:**
 - A. **RAILROAD RIGHT-OF-WAY LEASES** – We have two leases that are still pending with WSDOT.

- B. PORT OF WHITMAN'S REQUEST** – The Port of Whitman County's attorney, Bruce Ensley, has proposed a site lease for the property the Port would like to lease for their telecommunications hut. There were some questions about the lot(s) involved in the lease and Stephen Bishop will get the property's legal description clarified. Stephen told council members they could authorize the Mayor to sign the agreement once the legal description has been satisfied. Al Evans made the motion to authorize Mayor Palmer to sign the lease agreement once the legal description has been clarified and satisfied by the Town. Tom Johnson seconded the motion, all members voted yes – **motion passed.**
- C. FIRST WIND EXTENDED LEASE** – Stephen Bishop submitted an extended lease agreement between the Town and First Wind for the remainder of this year. First Wind will continue to rent the business incubator space month to month until the end of the year or until they give a thirty day notice to terminate the lease. Al Evans made the motion to authorize Mayor Palmer to sign the lease extension with First Wind. Tom Johnson seconded the motion, all members voted yes – **motion passed.**
- D, MOSQUITO FOGGING** – Stephen Bishop explained we are waiting for two out of the four original towns to sign the inter-local agreement before it will be offered to Oakesdale. By the time the agreement is offered to Oakesdale, we might be passed the mosquito season.

VIII. NEW BUSINESS:

- A. WHITE PUMPER TRUCK** – Council members discussed whether to keep the 1956 white pumper fire truck or to declare it as surplus. Al Evans made the motion to surplus the white pumper truck. Kelli Meserve seconded the motion, all council members voted yes – **motion passed.**
- B. JUB CONSULTANT AGREEMENT FOR STEPTOE BRIDGE** – Council members reviewed the agreement between the Town and JUB for an engineering consultant contract for the Steptoe Street Bridge Project. It was noted that there is not a total charge for engineering services on the standard consultant agreement but rather a fixed fee of \$8,386.95 plus cost. Mary called JUB Engineering for clarification on the money allocated for engineering services. There has been \$133,875 allocated for engineering services for the bridge project. JUB would receive \$85,160 for bridge engineering and design services and Whitman County would receive \$48,715 for the civil engineering. The LAG form from WSDOT does not include this information. Tom Johnson made the motion to authorize Mayor Palmer to sign the Local Agency Standard Consultant Agreement between the Town and JUB Engineering for the Steptoe Street Bridge Project. Al Evans seconded the motion, all council members voted yes – **motion passed.**

C. **6 YEAR STREET REPORT** – Council members were given the Six Year Transportation Improvement Plan (STIP) to review. Two projects have been funded and completed in 2012 on the list which resulted in removing them from the report. The Steptoe Street Bridge Project was updated and no new projects were added. The current STIP shows two projects will be funded in 2013 including the bridge which is a federal funded project with TIB matching funds and Front Street Project which is funded by the Transportation Improvement Board (TIB). There will be a public hearing before the STIP report can be adopted by resolution.

D. **US CORPS OF ENGINEERING SURVEY** – Rogers Surveying from Richland, Washington, has been contacted by the US Corps of Engineers from the Walla Walla District, to perform a survey in our area. The project consists of elevation profiles across McCoy Creek at specified locations directed by the Corps of Engineers. These profile lines would extend from the Creek bed approximately 100 ft on each side. The profiles consist of ground elevations only. Surveyor field crews will need to cross private property to collect these elevations. All access across private property would be by foot and all vehicle traffic would stay on established roads. They will ask citizen’s permission first before crossing their property. The survey work should be completed by the end of this month. This survey is intended to review the one hundred year flood plain for Oakesdale. Five years ago, the Mayor and Council then submitted a request to the US Corps of Engineers to re-evaluate the Town of Oakesdale’s flood plain. We knew the waiting list was long and it would take up to five years before our request could be considered.

IX. **COUNCIL MEMBER’S BUSINESS:**

KELLI – Nothing at this time.

AL – He thanked Stephen Bishop for putting together Ordinance No. 610 which aides the Town in the illegal act of medical marijuana gardens.

TOM J. – Nothing at this time.

TOM C. – Nothing at this time.

X. **TREASURER’S REPORT:** Council members reviewed the Treasurer’s Report, Receipt Register and Check Register for May 2012. Kelli Meserve made the motion to approve paid checks #22874 - #22896 in the amount of \$5,603.09 for claims and \$7,926.10 for payroll totaling \$13,529.19 from May 23, 2012 through May 31, 2012 AND EFT payment to EFTPS in the amount of \$2,172.79 for employee taxes. Tom Johnson seconded the motion, all council members voted yes – **motion passed.**

XI. **ADJOURNMENT:** Al Evans made the motion to adjourn the meeting at 7:45 p.m. Tom Crooks seconded the motion, all council members voted yes – **motion passed.**

ATTEST:

DENNIS PALMER, MAYOR

Mary DeGon, Clerk/Treasurer