

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
For
November 5, 2012

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the meeting to order at 7:00 p.m.
- II. **ROLL CALL:** Mayor Dennis Palmer, Al Evans, Tom Johnson and Tom Crooks. Council members Randy Robinson and Kelli Meserve were not in attendance. Also present were Mary DeGon, Clerk/Treasurer; Bob Hooper, Public Works Director; Keith Cooper and Mike Jordan, Town Marshals.
- III. **INTRODUCTION OF GUESTS:** Dave Hooks, Dolores Haley, Laurie Brown from Friends For Living Choices, Mark Storey from Whitman County and Dave Kliewer, Layne Merritt and Dave Barnett all from JUB Engineers.

Laurie Brown – She wanted to update council members on the status of their assisted living project. They are putting everything on hold at this time. The financing of the project is not looking favorable. They have seen established assisted living units struggle with today’s economy. They are also awaiting the November election outcome to see what direction the government and our economy will take.

Dave Hooks – He asked council members permission to discuss his non-profit project with the Oakesdale Librarian. Dave was informed the Town owns the building but Whitman County Library operates the library. He stated Kristie Kirkpatrick asked him to get council’s approval. Mayor Palmer will call Kristie to get clarification on the request.

- IV. **MARK STOREY, WHITMAN COUNTY:** Mark was here to discuss the bridge project and how the federal funds will not reimburse the Town for the ten percent administrative fee Whitman County charges on all their invoices. Due to the Town’s Street Fund having limited funds, Mark has transferred as much work to JUB to handle since all their invoice costs are covered by the federal funding. Mark apologized to council members that he was never aware of the ten percent administration fee not being reimbursable by the federal funding. The uncovered cost could have run the Town between \$10,000 - \$12,000 out-of-pocket. Mark has discussed with Mayor Palmer to transfer the CA Agent services to WSDOT Local Programs. They would provide the CA Agent as a free service which would increase the money available for the project. Council members will discuss this request under New Business.
- V. **JUB ENGINEERING:** Dave Kliewer reviewed with council the two preliminary designs of the replacement bridge on Steptoe being 45’ X 36’ or 45’ X40’. Dave reminded council members that our current bridge is 30’ X 24’. Due to the federal funding having a spending cap on approach and sidewalks costs of 15% the Town is looking at estimated out-of-pocket

expenses of \$12,889.00 for approaches or \$23,050.00 with sidewalks on both sides of approaches leading up to the bridge or \$73,000.00 for approaches with sidewalk on one or both sides. The project has enough funds to build this bridge but it's become a challenge staying within the 15% allotted costs for approaches and sidewalks. JUB has contacted Gloria Bennett from TIB asking permission for the 20% match funds from TIB be used where we need the funds instead of following the same 15% cap as the federal funds. Mary will also follow up with Gloria about the out-of-pocket costs the Town may be responsible for on this project. Council discussion followed and we will await TIB's decision.

- VI. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed October 15, 2012 minutes. Al Evans made the motion to approve the minutes as written. Tom Crooks seconded the motion, all council members voted yes – **motion passed.**
- VII. **TOWN MARSHAL REPORT:** Keith Cooper submitted the department's activity for October 2012. There were 12 cases ranging from traffic offenses, animal problems, malicious mischief and welfare checks. Keith has put in a request with John Guidce to re-key the locks at City Hall. The back door will have a keypad lock which the code will be given to the Whitman County Sheriff's office for their deputies to use our office as a sub-station. Al Evans asked about having a problem house abatement code. He has seen an example of one from Spokane and asked if it is something our Town could use as well. This will be referred to Stephen Bishop.
- VIII. **PUBLIC WORKS REPORT:** Bob Hooper reported they have finished paving and patching the streets for this year. He hauled 108 used tires to the landfill for the tire amnesty program last month. He is getting all our snow removal equipment ready. He fixed a water leak up by Gerald Shahan's home.
- IX. **OLD BUSINESS:**
- A. **RAILROAD RIGHT-OF-WAY LEASES** – We still have two leases pending.
- B. **2013 BUDGET** – Mary DeGon reviewed the few changes from last meeting that were made to the 2013 budget. Mayor Palmer asked council members to consider adding new windows to the little gas station on next year's budget. Denny will get some price estimates to present to council at the next meeting. Citizen, Dolores Haley, asked if we were going to increase the water rates for next year. We are not considering any rate increases for next year. She would like to see council gradually increase the water rate over the years as our costs increase to providing water service rather than to raise it a huge amount at one time. The first budget hearing will be before our next council meeting on November 19th.
- X. **NEW BUSINESS:**
- A. **TIRES FOR THE BACKHOE** – Our backhoe is in need of new tires for the rear and the cost of the tires is over the Mayor's authority to spend. Council members were given three quotes – 2 from Les Schwab (\$2,503.15 & \$2,294.73) and one from

Colfax Grange (2,479.40). Bob Hooper was requesting the lowest bid by Les Schwab for tires. Tom Johnson made the motion to approve the purchase of tires for the backhoe at the cost of \$2,294.73. Tom Crooks seconded the motion, all council members voted yes – **motion passed**.

- B. CA AGENT SERVICES FOR BRIDGE PROJECT** – Al Evans made the motion to approve transfer of CA Agent services from Whitman County to WSDOT Local Programs. Tom Johnson seconded the motion. Council discussion to reassure it would be okay to switch now. All council members voted yes – **motion passed**.

XI. COUNCIL MEMBER'S BUSINESS:

TOM C. – A concerned citizen asked him to mention to council about a travel trailer that is parked along 4th Street that is blocking the view of crossing Pearl & 4th street. This was referred to Keith Cooper to have the travel trailer moved a few more feet up 4th street from the concerned intersection. Tom also asked who is responsible for the sidewalks around the neighborhoods. According to Town Codes property owners are responsible for the maintaining the sidewalks in front of their property. He has noticed that some are in very bad condition.

TOM J. – Nothing at this time.

AL – Nothing at this time.

- XII. TREASURER'S REPORT/APPROVAL OF CHECKS:** Council members reviewed the Receipt Register, Check Register and Treasurer's Report for October 2012. Tom Johnson made the motion to approve paid checks #23084 - #23099 in the amount of \$14,460.73 for claims and \$5,206.00 for payroll totaling \$19,666.73 from October 17, 2012 through October 31, 2012 AND EFT payment to WA State Department of Revenue in the amount of \$603.07 for excise taxes AND EFT payment to EFTPS in the amount of \$1,431.28 for employee federal taxes. Al Evans seconded the motion, all council members voted yes – **motion passed**.

- XIII. ADJOURNMENT:** Al Evans made the motion to adjourn the meeting at 8:04 p.m. Tom Johnson seconded the motion, all council members voted yes – **motion passed**.

ATTEST:

DENNIS PALMER, MAYOR

Mary DeGon, Clerk/Treasurer