

***Town of Oakesdale***  
***TOWN COUNCIL MEETING MINUTES***  
***For***  
***August 4, 2014***

- 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, Tom Crooks and Randy Robinson. Also present were Mary DeGon, Clerk/Treasurer; Keith Cooper, Town Marshal and Bob Hooper, Public Works Director.
- III. **INTRODUCTION OF GUESTS:** Ellie Key and Kim Prisock with the Department of Ecology and James Orton.

James – He had questions concerning the building setbacks in the Urban Residential Zone. He wants to put a fence on the lots he recently purchased and needed a clarification in the 5ft setback for the fence. The setback refers to fences along city streets. Randy Robinson explained to James that the fences need a 5ft setback from city streets so it does not hinder the Town from plowing snow. James said he thought that was the case and thanked council for their input.

Kim & Ellie – They were here to address council on the changes that will be occurring on our Waste Discharge Permit. This permit is reviewed every five years. The new permit will have some changes to the effluent limits, how we do our testing, a facility plan and a needed upgrade to our lagoon system. Ellie talked about grants and low interest rate loans available for the facility plan and facility upgrades. She encouraged council to have our engineers review the permit during the next thirty days for comments. The required facility plan addendum is due by September 2016 and the disinfection upgrade to our lagoons must be completed by September 2023. Mary will send the permit and fact sheets to both engineers for their input.

- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed July 21, 2014 minutes. Randy Robinson made the motion to approve the minutes as written. Tom Crooks seconded the motion, all council members voted yes – **motion passed.**
- V. **TOWN MARSHAL REPORT:** Keith Cooper gave his department’s report for July 2014. There were four arrests, domestic disputes and a runaway. The Eagan house is being occupied again and the new tenants reassured Keith the yard will be mowed. The runaway was found over the weekend. Our new marshal that will be working with Keith, Justin Derosier, will be attending the next council meeting.
- VI. **PUBLIC WORKS REPORT:** Bob Hooper reported the asphalt patching is done. They were busy getting the Town ready for Old Mill Days. We had a water leak on Steptoe Street. They

are keeping busy spraying weeds, trimming and mowing. The handicap area in front of the Post Office was repainted. The crosswalks will be done later this week.

**VII. OLD BUSINESS:**

- A. BRAD SULLIVAN'S CONDITIONAL USE PERMIT APPLICATION** – Tom Crooks reported he will try to have the Adjustment Board meet this week to review the conditional use application.
- B. PALOUSE RTPO** – Council members reviewed a letter from Marshall Doak which explained how the Palouse RTPO serves our Whitman County area. Being a member of the RTPO is voluntary. There are no costs to being a member and the amount of time you put in to attending the meeting is up to the Town. The RTPO is formed under RCW 47.80 and WAC 468-86 to be a regional transportation planning organization. They develop annual work plans, contract with WSDOT for the plan, execute work items and report the results to the Policy Board and WSDOT. The lead planning agency for the RTPO is SEWEDA. Council members discussed being a part of the RTPO. The Mayor asked each council member if the Town should be part of the RTPO. Four council members voted no and one member voted yes. The consensus was not to join the RTPO.
- C. AUDIT** – Our federal and state audit began on July 21<sup>st</sup> and will wrap up on August 8<sup>th</sup>. The first week or so was spent on the federal audit for the Steptoe Bridge Project. The remaining time has been on the two year accountability audit for 2012 and 2013. On July 31<sup>st</sup> we had an entrance conference with the Auditors where they reviewed the procedures of the audit. Tom Crooks and Mary DeGon were present at the entrance meeting.

**VIII. NEW BUSINESS:**

- A. NOTICE OF CLAIM FROM FRONTIER** – We received a claim notice today from Frontier involving the water leak on Steptoe. Due to the nature of the leak, Public Works did not call before they began digging as it appeared a water main had broken. It turned out to be a service line broke in several places. Our insurance provider, AWC RMSA, will be handling the claim for us. At this time, there is no damage amount being given as it states it is undetermined.

**IX. COUNCIL MEMBER'S BUSINESS:**

**KELLI** – Nothing at this time.

**AL** – He wanted to make sure we are going to use our engineers to review the waste discharge permit from DOE. Council members would like both engineers to review the DOE documents.

**TOM J.** – Nothing at this time.

**TOM C.** – Nothing at this time.

**RANDY** – Nothing at this time.

- X. TREASURER’S REPORT/APPROVAL OF CHECKS:** Council members reviewed the Treasurer’s Report, Check Register and Receipt Register for July 2014. Tom Johnson made the motion to approve paid checks #24007 - #24019 in the amount of \$4,554.65 for claims and \$7,337.81 for payroll totaling \$11,892.46 from July 24, 2014 through July 31, 2014. Kelli Meserve seconded the motion, all council members voted yes – **motion passed.**
- XI. ADJOURNMENT:** Randy Robinson made the motion to adjourn the meeting at 8:15 p.m. Tom Johnson seconded the motion, all council members voted yes – **motion passed.**

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**DENNIS PALMER, MAYOR**

**ATTEST:**

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**Mary DeGon, Clerk/Treasurer**