

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
December 2, 2019

I. **CALL TO ORDER:** Mayor Dennis Palmer called the council meeting to order at 7:00 p.m.

II. **ROLL CALL:** Mayor Dennis Palmer, Al Evans, Tom Johnson, Tom Crooks and Randy Robinson. Council member Dolores Haley was not in attendance. Also present were Mary DeGon, Clerk/Treasurer and Keith Cooper, Town Marshal.

III. **INTRODUCTION OF GUESTS:** Cory and Mehgan Doneen

Mehgan addressed council members asking for the opportunity to rent the back half of the Business Incubator for operating her business, McCoy Creek Timber Company. Mehgan currently works for KG Forestry which is a private land forester. They are looking to expand their services and secure more clientele in northern Whitman County and south Spokane County. Council members discussed the business plan Mehgan presented to them. Council consensus was to allow Mehgan to lease the back portion of the Business Incubator. Council agreed to a monthly fee of \$200 and to sign a lease agreement for one year with option to renew. Mehgan also asked if she can bring her 3 dogs to work with her in the office. Council did not see a problem with that at this time. Mary will contact our Town Attorney and get the ball rolling on the lease agreement. Mehgan would like to be in the office space as soon as possible.

IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed November 18, 2019 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 council members his department's report for November 2019. There were ten cases ranging from citizen dispute, restraining order violation, civil issue, suspicious, 9-1-1 hang-ups, theft and domestic dispute. Keith did work the Ruck for the Fallen Event and all went well that day.

VI. **PUBLIC WORKS REPORT:** Mary gave the Public Works Report for November 2019. Completed projects included the water tower overflow pipe project, assisted with the Ruck for the Fallen event, dump truck repaired, Town Christmas decorations are up and trimming trees and shrubs in several locations. We continue to discharge the lagoons daily, weekly sampling of the treatment plant, monthly water tests and ready for sanding streets and plowing snow. Pam added 9 "Charlie Brown trees" in the flag pole holders on the sidewalks on First Street between Bartlett and Steptoe. They will have lights and a bow added to them for the holidays.

VII. OLD BUSINESS:

- A. RUCK FOR THE FALLEN** – The organizers of the event seemed pleased with the turnout considering the very cold weather. They had over 100 people participate in the run. There were probably about 300 people in Town taking in the event. They want to have it here next year but it will be in September 2020.

VIII. NEW BUSINESS:

- A. RESOLUTION NO. 2019-387 Fixed Asset Program** – Randy Robinson made the motion to dispense with the reading of Resolution No. 2019-387 creating a fixed asset program. Al Evans seconded the motion, all council members voted yes – **motion passed**. Randy Robinson made the motion to adopt Resolution No. 2019-387 for a fixed asset program with the intent to obtain accountability over assets, provide documentation for insurance purposes, meet financial reporting needs and generate asset management information on tangible fixed items having a life exceeding one year and costing \$5,000 or more. Al Evans seconded the motion, all council members voted yes – **motion passed**.
- B. RESOLUTION NO. 2019-388 Small & Attractive Item Program** – Randy Robinson made the motion to dispense with the reading of Resolution 2019-387 creating a small and attractive item program. Al Evans seconded the motion, all council members voted yes – **motion passed**. Al Evans made the motion to adopt Resolution No. 2019-388 for a small and attractive item program for items that are easily moveable, desirable items with a cost of \$300 to \$4,999.99 and have a life expectancy of more than one year. Randy Robinson seconded the motion, all council members voted yes – **motion passed**.
- C. LIBRARY ADA UPDATE** – We received an email from Kristie Kirkpatrick that she learned from the architect that we can fix the front entrance of the Library building to meet ADA standards without having to fix the bathroom as well. She was inquiring if the Town would be willing to help pay for the remodel of the front entrance. The estimate was around \$8,500 and the library has \$3,500 from a donation from the wind farm that can be put towards the remodel. Would the Town fund the remaining \$5,000? Council consensus was not to spend \$5,000 from Current Expense but try to find other funding sources.
- D. ACOM CELL TOWER PROPOSAL** – Council members reviewed a proposal from Acom Consulting, Inc for Verizon/Horizon Communications for placement of a new cell tower and equipment up by our water tank. They would like to speak with the council about the possibility of a long-term lease between the Town and Horizon Tower. Rent would be payable in the amount of \$800.00 per month over a 30 year lease. Council discussed the proposal and had several questions they would like to discuss with the provider. Council consensus was yes we are interested in the possibility of a cell tower being placed in Oakesdale.

IX. **COUNCIL MEMBER'S BUSINESS:** None

X. **TREASURER'S REPORT/APPROVAL OF CHECKS:** Council members reviewed the Treasurer's Report, Check Register and Receipt Register for November 2019. Al Evans made the motion to approve paid checks #26742 - #26760 in the amount of \$15,109.41 for claims and \$8,014.14 for payroll totaling \$23,123.55 from November 20, 2019 through December 2, 2019. Randy Robinson seconded the motion, all council members voted yes - **motion passed.**

XI. **ADJOURNMENT:** Al Evans made the motion to adjourn the council meeting at 7:46 p.m. Tom Crooks seconded the motion, all council members voted yes - **motion passed.**

DENNIS PALMER, MAYOR

ATTEST:

Mary DeGon, Clerk/Treasurer