

*Town of Oakesdale*  
**TOWN COUNCIL MEETING MINUTES**  
*February 3, 2020*

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the council meeting to order at 7:00 p.m.
- II. **ROLL CALL:** Mayor Dennis Palmer, Dolores Haley, Al Evans and Tom Crooks. Councilmen Randy Robinson and Tom Johnson were not in attendance. Also present were Mary DeGon, Clerk/Treasurer and Keith Cooper, Town Marshal.
- III. **INTRODUCTION OF GUESTS:** Mehgan Doneen
- IV. **MEHGAN DONEEN – BUSINESS INCUBATOR:** She would like to discuss the terms of renting the back portion of the Business Incubator. She would like to get negotiation talks going on the cost of renting the space. She admits at the start of the discussion from previous council meetings, she felt kind of intimidated and this was going to be expensive. She is running out of room at home for all her maps she uses for work. She checked around Colfax and Pullman for similar spaces for rent and spaces are renting for \$1.50 to \$2.00 per square foot. She is comfortable paying \$150.00 instead of the \$200.00 council previously agreed to as a monthly rent. Council discussed the concern for her to enter into a year lease and be liable for that monthly rent. Tom Crooks reminded Mehgan this is the third attempt for asking to rent this space within the last two months. Tom said with respect, it is hard to take this request as a valid attempt to rent the space when she keeps changing her mind. Previously, Mehgan asked permission to bring her dogs to work if she gets to rent the space. At first, council members were okay with that request. But after talking to the current renter in the front space of the Business Incubator, he was not in support of that as it could be disruptive for his business. Tom asked Mehgan to leave her dogs at home when using the space so we respect our current renter. We will refer the request for lower rent to our Town Attorney.
- V. **APPROVAL OF PREVIOUS MEETING MIUTES:** Council members reviewed February 3, 2020 minutes. Tom Crooks made the motion to approve the minutes as written. Dolores Haley seconded the motion, all council members voted yes – **motion passed.**
- VI. **TOWN MARSHAL REPORT:** Keith Cooper gave council members his department’s report for January 2020. There were nine cases ranging from theft, vehicle theft, vehicle prowl, suspicious, domestic dispute, 9-1-1 hang-up, non-injury accident and suspicious person. Al Evans informed Keith that the two German Shepherds at 409 E Bartlett are continuing to get out of the fenced yard. Keith will contact the renters at that property again about the dogs running at large.
- VII. **PUBLIC WORKS REPORT:** Mary gave council members the Public Works Report for January 2020. Pam was busy last week cleaning out the basement under City Hall. There was so much broken stuff, old water heater, garbage and piles of dirt to remove. The battery was replaced in the generator at the Treatment Facility. When we lost power for approximately five hours a few weekends ago, neither generator came on like it was suppose to. Pam has a call into Cummins

who services our generators to come service both – the generator for Well #4 and the generator for the Treatment Plant. The lights that have been out on Steptoe Avenue beside Crossett’s Food Market have been repaired. The PWD Pickup accident in Spokane that occurred in August 2019 has been settled by our insurance carrier and it was negotiated for \$9,500 with the driver’s company insurance carrier.

**VIII. OLD BUSINESS:**

- A. TENNIS COURTS** – Council members reviewed copies of emails between our Town Attorney, Eric Hanson and Alison Greene from RCO. No decisions have been made yet on how to proceed with repairing the tennis courts or replacing it with a park.
- B. BUSINESS INCUBATOR LEASE** – No further discussion was held since it was discussed at the beginning of the meeting under **Section IV. Mehgan Doneen – Business Incubator.**

**IX. NEW BUSINESS:**

- A. HAZARD MITIGATION REVIEW** – Council members received a copy of a draft update for Oakesdale’s Annex for Whitman County’s Hazard Mitigation Plan. Council members chose to take the plan home so they had more time to review its contents. Right now, we are at the open comments period to make any changes or suggestions.
- B. AWC CQC SCHOLARSHIP – DUE 2/17/20** – Mayor Palmer gave Jake Dingman at Oakesdale Schools a scholarship opportunity for seniors from Association of Washington Cities. Each Town can submit one scholarship candidate to AWC for the opportunity to be awarded a \$1,500 scholarship. AWC will be awarding six candidates each \$1,500. Oakesdale seniors were given the information and application for the scholarship. They must have the application submitted to City Hall by Monday, February 17<sup>th</sup> and council members will review and score the application at our February 18<sup>th</sup> council meeting. The highest scored application will be submitted to AWC for their consideration and scoring.
- C. DOE APPLICATION** – Steve Marsh from TD&H Engineering sent an email to the Town stating DOE has funded our sewer application for funding. We were also eligible for 50% forgivable grant making the loan around \$94,500 instead of \$189,000. We have yet to receive the official award letter from DOE.
- D. NEW COMPUTERS** – We had to replace both computers in City Hall and the Town Marshal’s computer as the older version of Microsoft we had been using for years was no longer being updated or supported by Microsoft.

**X. COUNCIL MEMBER’S BUSINESS:**

**DOLORES** – She noticed in another community close to us that they have posted a monthly calendar that includes town meetings and activities along with school activities, functions and games. It was noted our school mails out a monthly calendar of all the activities for the month and the Oakesdale Community calendar covers the rest of the community’s activities.

**AL** – None

**TOM C.** – He found a few articles from 1982 regarding Oakesdale’s industry and thought Pete Baljo might be interest in reading the articles since he is so interested in business growth in Oakesdale.

- XI. **TREASURER’S REPORT/APPROVAL OF CHECKS:** Council members reviewed the Treasurer’s Report, Check Register and Receipt Register for January 2020. Al Evans made the motion to approve paid checks #26831 - #26844 in the amount of \$7,683.73 for claims and \$8,368.81 for payroll totaling \$16,052.54 from January 30, 2020 through January 31, 2020. Tom Crooks seconded the motion, all council members voted yes – **motion passed.**
  
- XII. **ADJOURNMENT:** Al Evans made the motion to adjourn the council meeting at 8:10 p.m. Tom Crooks 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