

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
FOR
June 3, 2024

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the council meeting to order at 7 p.m. Guest Ben Crossett led us in the Pledge of Allegiance.
- II. **ROLL CALL:** Mayor Dennis Palmer, Bill Auvil, Bruce Palmer, Randy Robinson and Claudia Louk by phone. Also present were Mary DeGon, Clerk/Treasurer and Brad Sullivan, Public Works Director.
- III. **INTRODUCTION OF GUESTS:** Kris Johnson, Kim Anderson, Pete Baljo, Frank Sabo, Frank H. Sabo, Ben Crossett, and Shon & Dee Eck.
- IV. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed May 6, 2024 minutes. Bill Auvil made the motion to approve the minutes as written. Bruce Palmer seconded the motion, all council members voted yes – **motion passed.**
- V. **TOWN MARSHAL REPORT:** Keith Cooper was on duty for the County and not able to attend the council meeting. He did submit his department’s report for May 2024. There were ten cases ranging from disorderly person, abnormal behavior, APS referral, general information, traffic offense, animal running at large and grass ordinance violations.
- VI. **PUBLIC WORKS REPORT:** Brad Sullivan gave the department’s report for May 2024. Current projects completed were a new water service line at 702 W McCoy St, trimmed trees on 4th Street by alleyway, loaded recycling container every 2 weeks, mowing weekly, planted street flower pots, read water meters and continue with weed control. Kris Johnson made a comment that the area over by the coffee shop looks over sprayed. Shon & Dee Eck asked that the rose bush by the bridge not be sprayed. Randy Robinson suggested people put up a sign or a barrier when we spray the rights-of-way. Shon asked if more gravel could be placed by his water meter box.
- VII. **OLD BUSINESS:**
 - A. **BUSINESS INCUBATOR MAINTENANCE** – We received the quotes from Foster Construction showing supply costs to be \$3,380 and labor costs to be \$1,820 to install new flooring, demo the carpet, repair windows, replace water-stained ceiling tiles, and patch a leak in the roof. We are on hold until we have a commitment on a lease rental for the space.
- VIII. **NEW BUSINESS:**
 - A. **WEBSITE REVISIONS/INTERNET SECURITY** – Ben Crossett will now be in charge of the Town’s website effective July 1st. He is going to give our website a facelift and add more community activities to the website. He will be moving us from YAHOO to a different

web hosting site. He has started up his own business of Palouse Software & Support. He will be updating our computer devices and install better security with a firewall service.

- B. PUBLIC WORKS BOARD FUNDING APPLICATION** – Steve Marsh with TD&H Engineering sent us an email with an opportunity to apply for funding for our water system through the Public Works Board which would be state funds. The loan length is 20 years with a 1.38% interest rate. No match requirement, no loan fees and a possible forgiveness of 25%. The maximum loan application is \$10,000,000. Steve gave council members four options:

- Do not submit an application for anything.
- Reduce the scope of work and submit an application for roughly half (approximately 8,400 feet of water main replacement) costing around \$3.4 million
- Submit an application for the full scope of work at \$6.8 million
- Forget the water mains and just add a new elevated water reservoir consisting of 100,000 gallons costing around \$3 million

After much council discussion, Randy Robinson made the motion to submit an application to the Public Works Board for option 3 & 4 funding the rest of Phase 2 and add another water reservoir. Bruce Palmer seconded the motion, all of council voted yes – **motion passed**.

- C. SETTLEMENT AGREEMENT – LANIUS** – We have been notified the NNAC’s liability insurer has admitted fault in the water damage to Bill & Jodi Lanus residence received during Phase 1 of the water project. The suit has been settled out of court and the Town has been released from any liability in the case.

- D. 2023 STATE ANNUAL REPORT** – Council members received copies of the 2023 Annual Report that was submitted on May 28, 2024. Mary reviewed the contents of the report:

- Schedule 1 – Revenue and Expense Codes
- Statement C-4 – Cash Transactions
- Schedule 6 – Summary of Bank Reconciliation
- Schedule 7 – Schedule of Disbursement Activity
- Schedule 9 – Liabilities
- Schedule 11 – Cash Activity
- Schedule 15 – N/A State Awards
- Schedule 16 – Federal Awards
- Notes to Schedule 16 (SEFA)
- Schedule 21 – Risk Assessment Questionnaire
- Notes to the Financial Statements

Mary reviewed how all the required notes and schedules tie into each other and balance.

- E. SPECIAL LEVIES FOR 2025** – Council member reviewed last years special levy propositions. Council discussion was to keep the safety levy the same at \$14,000 for the

WCFD#10 fire contract and to keep the Street Maintenance Levy the same at \$60,000. But council discussed adding a third special levy for laying asphalt mats to the most needed broken-up areas of our streets. We will not be eligible for the County's help in a few more years but we could get some help from WSDOT and rent their equipment. Bill Auvil has talked to the District Supervisor of WSDOT and that it would be possible along with paying their employee wages to run the equipment. Council discussed an amount of \$75,000 to help get a good portion of our streets repaired. Bruce Palmer asked if there was a max amount on special levies through the County. Mary will inquire with Whitman County if we have a cap on the levy taxes. We will adopt by Resolution the Special Levy Propositions at our next council meeting.

- F. **SIX YEAR TRANSPORTATION IMPROVEMENT PLAN 2024-2029** – Council members reviewed last years STIP. Mary will check with Steve Marsh to see if there are any recommendations. Council members were all good with our current projects listed on the STIP.

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

MAYOR PALMER – He asked Kris Johnson what are her plans for the lots they purchased by the city shop? Kris responded that it's not her deal and did not answer any further.

BILL – None

CLAUDIA – None

BRUCE – None

RANDY – Let's keep cleaning the junk up.

- X. **TREASURER'S REPORT/APPROVAL OF CHECKS:** Council members reviewed the Treasurer's Report, Receipt Register and Check Register for May 2024. Randy Robinson made the motion to approve paid checks #29028 - #29063 in the amount of \$13,879.00 for claims and \$15,085.12 for payroll totaling \$28,964.12 from May 08, 2024 through June 03, 2024. Bruce Palmer seconded the motion, all council members voted yes – **motion passed.**

- XI. **ADJOURNMENT:** Claudia Louk made the motion to adjourn the council meeting at 8:08 p.m. Bill Auvil seconded the motion, all council members voted yes – **motion passed.**

DENNIS PALMER, MAYOR

ATTEST:

MARY DEGON, CLERK/TREASURER