

Town of Oakesdale
TOWN COUNCIL MEETING MINUTES
for
June 2, 2025

- I. **CALL TO ORDER:** Mayor Dennis Palmer called the council meeting to order at 7 p.m. Mayor Palmer led us in the Pledge of Allegiance.
- II. **ROLL CALL:** Mayor Dennis Palmer, Bill Auvil, Shon Eck, Claudia Louk and Bruce Palmer. Councilman Randy Robinson was not in attendance. Also present were Mary DeGon, Clerk/Treasurer; Brad Sullivan, Public Works Director and Ali Palmer, honorary dog.
- III. **KARA RIEBOLD, EXECUTIVE DIRECTOR PORT OF WHITMAN:** Kara gave council members a brief Power Point presentation that summarized their staffing; all the locations they own and operate property; the 2025 budget of \$19.9 million and how the percentage of funds are spent on capital projects, debt payment and operations, maintenance and administration; the return on their investment for every dollar received the Port creates an additional \$8.56 in tax revenue which is reinvested into communities; economic impact of the Snake River Ports which serve as a crucial transportation hubs; a review of the projects in Tekoa (Willard Field Rehabilitation), Port of Whitman Business Air Center, Pullman Industrial Park, Uniontown (Holzer Park Restroom Project), Oakesdale (Cemetery Association Cell Tower Access Road), Colfax (Childcare Study, St. John (partnership to redevelop site for new health clinic), Colfax (re-use & revitalization of Ignatius Hospital Site), Tekoa (re-use & revitalization of roundhouse site), Oakesdale (re-use and revitalization of Old Flour Mill). Kara emphasized the importance of the river system to our economic development in our region and preserving multi-modal transportation. River navigation provides efficient movement of local ag economy's goods comparing freight of barges, trains and trucks. The Snake River Family Festival is June 14th from 11 am to 2 pm. The Port also provides on-water recreation at Boyer Park & Marina. It's 140-acre park with 9.2 acres of marina. The Port manages the park on a long-term lease with the US Army Corps of Engineers. The park draws nearly 500,000 people annually.
- IV. **INTRODUCTION OF GUESTS:** Kris Johnson, Kim Anderson, Pete Baljo, Roger Hager and Frank Sabo.

Pete – He handed out Heart & Soul surveys “Connecting with what matters” – asked council members and their spouses to complete the survey and return them back to Mary at City Hall. They are collecting data to submit to Innovia which will help the committee receive \$10,000.

- V. **APPROVAL OF PREVIOUS MEETING MINUTES:** Council members reviewed May 5, minutes. Bill Auvil made the motion to approve the minutes as written. Bruce Palmer seconded the motion – all council members voted yes – **motion passed.**
- VI. **TOWN MARSHAL REPORT:** Keith Cooper was not able to attend tonight’s meeting but did submit his department’s report for May 2025. There were eight cases ranging from theft, traffic offense, missing person (located), protection order violation, harassment, medical, suicidal person and animal problem.
- VII. **PUBLIC WORKS REPORT:** Brad Sullivan gave the Public Works Report for May 2025 verbally to council members. They build a drag for the lagoon to help level out the mounds and get the bugs stirred up to eat the sludge. Trimming trees and removed three trees on Third Street. Continue to mow, trim and spray out the weeds. Installed a new water meter and box on Roberts Road. Cleaned out culverts and started to wash streets. Old Mill Days street preparations.
- VIII. **OLD BUSINESS:**
- A. **WIFIBER FRANCHISE AGREEMENT** – No response
- B. **RESOLUTION NO. 2025-437 SEWER RATE INCREASE** – Bill Auvil made the motion to dispense with the reading of Resolution No. 2025-437 increasing the monthly sewer rate effective July 1, 2025. Bruce Palmer seconded the motion, all council members voted yes – **motion passed.** Claudia Louk made the motion to adopt Resolution No. 2025-437 increasing the monthly sewer rates to \$38 for residential; \$43 for businesses; \$203 for public swimming pools during operation and \$203 for public schools when in session effective July 1, 2025. Shon Eck seconded the motion, all council members voted yes – **motion passed.**
- C. **CITY HALL FLOORING** – The flooring has been completed in the council chambers, bathroom, hall closet and the Town Marshal’s office. The front of City Hall should be completed sometime this June.
- D. **OLD MILL DAYS** – It’s happening! Nothing new to report.
- IX. **NEW BUSINESS:**
- A. **TIB 2025 SEAL COAT PROJECT – Bids due by June 5th** – Council members received copies of the Invitation to Bid on our TIB Street Project. Bids will be opened on Thursday, June 5th at 11 a.m. Steve Marsh with TD&H Engineering will attend the bid opening and Mayor Palmer will attest to bids received.
- B. **RMSA LOSS PREVENTION GRANT AWARD - \$1,600** – Council members reviewed an email from Henry Dietz, RMSA Risk Manager thanking Mary for applying for a Loss Prevention Grant and he was pleased to inform us we have been approved for \$1,600 to upgrade the Town’s security cameras. We must fully complete the loss prevention grant by September 15, 2025. We did budget \$5,000 to upgrade the security system and this grant will help off-set the cost of the equipment and installation.

- C. BUILDING INSPECTOR RESIGNATION** – Our Current Building Inspector, Steve Haxton, has tendered his resignation effective May 31, 2025. He will work to clean up any open building permits and assist the new inspector where needed. Kelly Cook with Dalco Construction has expressed interest filling this role.
- D. WATER LEAK FORGIVENESS – Bob & Sue Hooper (Rental House)** They are asking for \$427.00 forgiveness at their rental property located at 308 W Steptoe Ave due to a water leak they found on their property during the months we did not read water meters. Their six-month meter read showed an excess of \$427.00 in overage. Council members discussed the request and Bill Auvil made the motion to give a 50% reprieve on the water leak overage resulting in a \$213.50 credit on their next water bill. Bruce Palmer seconded the motion, all council members voted yes – **motion passed**.
- E. WATER LEAK FORGIVENESS – Darin & Sara Berntgen** -They are asking for \$241.00 forgiveness at their home located at 308 N Roberts Rd due to several small leaks were found under the house which caused an excessive amount of consumption. Council members discussed the request and Bill Auvil made the motion to give a 50% reprieve on the water leak overage resulting in a \$120.50 credit on their next water bill. Bruce Palmer seconded the motion, all council members voted yes – **motion passed**.
- F. 6 YEAR STREET PLAN – RESOLUTION NO. 2025-438** – Mary informed council members that our engineers, TD&H, reviewed and made the necessary changes to the STIP. Bill Auvil made the motion to dispense with the reading of Resolution No. 2025-438 for the Six Year Transportation Improvement Program. Shon Eck seconded the motion, all council members voted yes – **motion passed**. Bruce Palmer made the motion to adopt Resolution No. 2025-438 revising the Comprehensive Street Program for the first year of the ensuing six years for work to be done in 2026 and adopt the STIP. Shon Eck seconded the motion, all council members voted yes – **motion passed**.
- G. 2024 ANNUAL REPORT FILED – Review** – Mary reviewed the 2024 Annual Report with council member. The Schedule 1 which shows all account funds and transaction was submitted and received no errors. The Statement C-4 ties in all revenues and expenditures. The beginning balances match the ending of 2023 C-4. The ending cash and investments balances matches the 2024 December Treasurer’s Report, Schedules 6 & 11. The Schedule 6 shows all bank statements in 2024 have been reconciled. Schedule 7 shows our disbursement activity and the totals match the 2024 December Treasurer’s Report Claims Clearing & Payroll Clearing. Schedule 9 shows the Town’s liabilities. We have liabilities for compensated absences (vacation payout), DOE grant for Small Sewer System Plan, DOH grant for water system improvements Phase I (forgiveness) and DOH loan for water system improvements Phase I. Our total liabilities total \$3,213,500. Schedule 11 shows our cash activity of receipts and disbursements. The beginning balance matches last year’s ending balance on the Schedule 11 and ending balances match Statement C-4. Schedule 16 shows our active grants and loans. We have the

Coronavirus State and Local Fiscal Recovery Funds of \$14,771.51; DOH Safe Drinking Water State Revolving Fund for the water improvement project Phase I of \$128,671.16 and \$23,278.91 in interest and principal. The Notes to the Schedule 16 of Expenditures of Federal Awards for 2024 required for the Schedule 16. Schedule 21 Risk Management Assumption. We confirm we belong to a public entity risk pool to insure property and liability risks. We confirm we belong to a public entity risk pool for health and welfare insurance for our employee benefits. We confirm we pay taxes to the Department of Employment Security for unemployment benefits. We confirm we pay premiums to the Department of Labor & Industries for workers compensation benefits. We confirm we pay premiums to the State's program for Paid Family & Medical Leave. The Notes to the Financial Statements were reviewed by email with council members as it was not in their packet.

X. COUNCIL MEMBER'S BUSINESS:

BILL – Dogs running at large on Bartlett Street

SHON – His wife Darien submitted an email regarding a dog at large problem. She had a run in on May 30th while on her bike being chased by a very aggressive German Shepherd. This has also happened to Shon himself. She left a message for Keith about the incident. At the time, nobody knew who the German Shepherd belong to.

CLAUDIA – None

BRUCE – None

XI. TREASURER'S REPORT/APPROVAL OF CHECKS: Council members reviewed the May 2025 Treasurer's Report, Check Register and Receipt Register. Claudia Louk made the motion to approve paid checks #29491 - #29529 in the amount of \$19,702.64 for claims and \$21,893.37 for payroll totaling \$41,596.01 from May 07, 2025 through May 29,2025. Bill Auvil seconded the motion, all council members voted yes – **motion passed.**

XII. ADJOURNMENT: Claudia Louk made the motion to adjourn the council meeting at 8:15 p.m. Bruce Palmer seconded the motion, all council members voted yes – **motion passed.**

DENNIS PALMER, MAYOR

ATTEST:

MARY DEGON, CLERK/TREASURER