

KETTLE FALLS CITY COUNCIL MEETING
SEPTEMBER 17, 2024

CALL TO ORDER

Mayor Jesse Garrett called the meeting to order at 7:00 p.m.

ROLL CALL

Jesse Garrett, Cliff King, Chris Shurrum, John Ridlington, Shellee Haynes, and Michael Weatherman.

STAFF

Staff - Brandon Hoover, Logan Worley, Dave Willey, LeAnne Sanders and Raena Hallam.

Guests - Paul Rossow, Chris Radar, Cheryl Kaelber and Nick Gourlie.

ANNOUNCEMENTS AND MAIL RECEIVED

As there were no Announcements and Mail Received, City Council moved on to Public Comment.

PUBLIC COMMENT

WA STATE DEPT OF ECOLOGY, AIR QUALITY

Mr. Paul Rassow, DOE Air Quality explained he tries to visit all municipalities every five years to discuss the WA State Burn Ban. He stated his office represents 12 counties east of the Cascades and regulates agricultural and outdoor burning. He explained in 2006 legislation was adopted to ban burning within the UGA (Urban Growth Area). He stated his office is complaint driven and most complaints come from the Mayor or Clerk of a municipality. He stated they try to help and follow City recommendations.

Council Member Michael Weatherman asked about burn barrels. Mr. Rossow stated that use of burn barrels is not allowed in the State of Washington.

Mayor Garrett asked how quickly does the DOE respond to burning complaints. Mr. Rossow stated it depends on the severity, they usually respond within a few days or week.

Council Member John Ridlington explained there was a timber harvest inside the city limits last year and the slash piles were burned. He asked if the DOE ever sends a letter ahead of

time to inform the property owner of the rules before it becomes an issue. Mr. Rossow stated yes, they can.

Police Chief Brandon Hoover clarified what he can enforce as Police Chief. Mr. Rossow stated the RCW specifically states the DOE enforces illegal burning.

Mayor Jesse Garrett and City Council thanked Mr. Rossow for attending.

CONSENT AGENDA

CITY COUNCIL MINUTES FOR SEPTEMBER 3, 2024

Council Member Michael Weatherman made a motion to approve the Consent Agenda. Council Member Shellee Haynes seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Cliff King - yes, Council Member Shellee Haynes - yes and Council Member Michael Weatherman - yes.

STAFF REPORTS

PUBLIC WORKS

Public Works Superintendent Dave Willey reported the department is starting preparations for winter. He stated he would like to have the fall leaf pick up during the last week of October.

Public Works Superintendent Dave Willey stated he ordered the pump for the sewer plant, and it is just under \$30,000. He stated it will be approximately 10 weeks before it arrives.

Public Works Superintendent Dave Willey stated the High School Sidewalk project is still waiting to be advertised. He expressed concern about getting it done this year with winter coming.

Council Member John Ridlington asked Public Works Superintendent Dave Willey to contact Century West Engineering and request an extension.

POLICE DEPARTMENT

Police Chief Brandon Hoover reviewed the call sheet with the City Council. (copy on file)

City Council Member Chris Shurrum asked if decals would be placed on the new police car. Police Chief Brandon Hoover stated the car is designed to be an unmarked vehicle. Mayor Garrett stated he would like the car to remain unmarked unless the City Council feels differently.

PLANNING COMMISSION

Planning Commissioner Nick Gourlie stated the Planning Commission approved the conditional use permit for 440 Meyers Street. He further stated the Planning Commission voted to approve up to \$1,800 from the Planning Commission capital outlay to hire Floener Electric to assess why the ball field lights are not working at Happy Dell Park. He also stated they are continuing to work on Title 17 and drafting proposed changes.

Planning Commissioner Nick Gourlie stated the Planning Commission would like to request \$1,000 in the 2025 budget for travel/training and their capital outlay increased from \$3,000 to \$5,000.

BUDGET WORKSHOP

Clerk/Treasurer Raena Hallam stated she would like to schedule a budget workshop for next Tuesday, September 24th at 6:00 p.m.

COMMITTEE REPORTS

KETTLE FALLS FIRE DEPARTMENT

Council Member Cliff King reported the Kettle Falls Fire Department is transitioning from vegetation fire preparedness to structure fire preparedness.

KETTLE FALLS CHAMBER AND ROTARY CLUB

Council Member John Ridlington reported Mr. Wayne Wardlow resigned, and Mr. Mike Eakins is now chamber president. He also thanked the public works department for helping with the pickleball court project. He commended the Kettle Falls Rotary and Pickleball Club for their fundraising efforts.

Mayor Jesse Garrett stated the left-over paving material from the Juniper Street project was placed in front of the tennis court for ADA access.

NEW BUSINESS

UPPER COLUMBIA POOL DISTRICT YEAR END REPORT

Ms. Cheryl Kaelber reported the kettle falls swimming pool did very well during its first season. She stated they had over 1,800 walk in customers, sold 142 season passes and 108 kids participated in swimming lessons. The swimming pool made over \$28,000 which broke even with expenses leaving about \$1,000 in the black.

Mayor Jesse Garrett thanked the entire community, Upper Columbia Pool District and Friends of the Pool for all their hard work and having a successful first season.

KETTLE FALLS COMMUNITY ROOM POLICY

Clerk/Treasurer Raena Hallam stated the library community room rental policy needs to be updated. She discussed the areas that staff would like to have reviewed:

- o Increase fees and identify fees for nonprofit organizations.
- o Identify how far in advance the room can be scheduled and discuss reoccurring rentals.
- o Identify when the fee for not returning the key can be charged to the customer.

Council Member John Ridlington stated the rental policy for all parks should be reviewed.

Council Members John Ridlington and Shellee Haynes volunteered to review the policies.

OLD BUSINESS

ORDINANCE NO. 1829 - AN ORDINANCE AMENDING KETTLE FALLS MUNICIPAL CODE SECTION 13.04.050 SETTING FORTH A PROCESS TO FAIRLY WORK THROUGH WATER HOOKUP APPLICATIONS THAT HAVE NOT BEEN COMPLETED.

Council Member John Ridlington made a motion to adopt Ordinance No. 1829 by title only. Council Member Michael Weatherman seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Cliff King - yes, Council Member Shellee Haynes - yes and Council Member Michael Weatherman - yes.

2025 BUDGET PRESENTATIONS

Public Works Superintendent Dave Willey reviewed his 2025 budget request with City Council:

2025 PUBLIC WORKS BUDGET REQUEST

Account Number	WATER CAPITAL OUTLAY Description	2024 Budget	2024 As of 8/31	2025 Draft Budget
Funds 401, 402 & 403	Capital Outlay	\$ 100,000.00	\$ 27,927.50	
	VFD for well #2	\$ 48,000.00		\$ 60,000.00
	Gate for Falls pump station			\$ 2,500.00
	Clay Valve repair / Replace	\$ 28,000.00		\$ 14,000.00
	Heat for Bays 5 & 6	\$ 8,000.00		
	Blue Reservoir Tank			\$ 110,000.00
	Radio read meters	\$ 100,000.00		\$ 200,000.00
	Radio Read Meters Study	\$ 5,000.00		\$ -
	GIS - Yearly Cost			\$ 6,000.00
	Volt meters for wells 2,4,and 6			\$ 8,000.00
	New Computer/SCADA	\$ 10,000.00		
	New Meter for Well 5			\$ 4,000.00
	Misc Tools	\$ 2,000.00		\$ 2,000.00
	Gray Eagle Tank Repair	\$ 50,000.00		
	Tires/Misc. Tools	\$ 3,500.00		\$ 7,000.00
	New Computer/SCADA	\$ 10,000.00		
	Dry Wells 8 @ \$2500 Each	\$ -		\$ 20,000.00
	Replace Main line Valves (\$3500 Each)			\$ 21,000.00
	Loop lower boise line - Remove old bldg, install hydrant, loop to 8" line	\$ 15,000.00		\$ 20,000.00
	Machine Shed			\$ 23,000.00
	Total Water Capital Outlay	\$ 379,500.00	\$ 27,927.50	\$ 497,500.00
	Current Carryover		\$ 351,572.50	

Account Number	SEWER CAPITAL OUTLAY Description	2024 Budget	2024 As of 8/31	2025 Draft Budget	
Funds 410, 411 & 412	Capital Outlay	\$ 1,750.00	\$ 3,534.42		
	Replace pumps/Deck/Controls at Juniper lift station	\$ 50,000.00		\$ 45,000.00	
	Computer Replacement Fund	\$ 4,000.00		\$ 4,000.00	
	Build new building with heating system for effluent building			\$ 10,000.00	
	Machine Shed			\$ 23,000.00	
	Eight street lift station			\$ 25,000.00	
	Work Deck at 8th Street lift station	\$ 15,000.00			
	Misc Tools/Tires	\$ 5,250.00		\$ 7,000.00	
	2 Manholes	\$ 50,000.00		\$ 50,000.00	
	Sewer line lining (CIPP) Aprox 800'			\$ 100,000.00	
	Exscape liners for areation pond			\$ 25,000.00	
	Aeration Diffusers			\$ 7,000.00	
	replace control floats			\$ 8,000.00	
	GIS Mapping - Yearly Cost	\$ 9,000.00		\$ 6,000.00	
		Total Sewer Capital Outlay	\$ 135,000.00	\$ 3,534.42	\$ 312,025.00
		Current Carryover		\$ 131,465.58	

Account Number	Street Capital Outlay Description	2024 Budget	2024 As of 8/31	2025 Draft Budget
Funds 103 and 108 & 109	STREET CAPITAL OUTLAY			
	Capital Outlay		\$ 2,953.53	
	Dry Wells 4 @ \$2000 Each	\$ 8,000.00		\$ 8,000.00
	Machine Shed	\$ -		\$ 10,000.00
	High School Connector Sidewalk Project	\$ 50,000.00	\$ 13,123.43	
	Misc Paving Projects	\$ 30,000.00	\$ 92,867.03	\$ 30,000.00
	New paint system	\$ 15,000.00		\$ 15,000.00
	Misc signage	\$ 3,000.00		\$ 1,000.00
	New men working signage			\$ 2,000.00
	Misc Tools	\$ 5,250.00		\$ 2,000.00
	Total Street Capital Outlay	\$ 111,250.00	\$ 108,943.99	\$ 68,000.00
	Current Carryover		\$ 2,306.01	

Account Number	Parks Capital Outlay Description	2024 Budget	2024 As of 8/31	2025 Draft Budget
Fund 001	PARK CAPITAL OUTLAY			
	Parks Capital Outlay		\$ 6,921.41	
	Camara Systems/Skate Park	\$ 2,000.00		\$ 4,000.00
	Lawn tools, Weed eater, Leaf Vac ext,	\$ 2,000.00		\$ 2,500.00
	Todler swing and equipment	\$ 2,500.00		\$ 10,000.00
	Replace fence by Play ground	\$ 2,000.00		\$ 7,000.00
	Motion lights for skate park	\$ 2,000.00		\$ 1,000.00
	Total Park Capital Outlay	\$ 10,500.00	\$ 6,921.41	\$ 24,500.00
	Current Carryover		\$ 3,578.59	

Account Number	MULTI-DEPARTMENTAL Description	2024 Budget	2024 As of 8/31	2025 Draft Budget
	New crew pickup	\$ -		\$40,000.00
	Machine Shed	\$ -		\$60,000.00
	Clothing allowance	\$ 1,500.00		\$1,500.00
	Misc. Tools	\$ 7,000.00		\$6,000.00
	Tires	\$ 7,000.00		\$15,000.00
	Heat for Bay 5 and 6	\$ 8,000.00		\$10,000.00
	TOTAL Multi-departmental	\$23,500.00		\$132,500.00

The Crew would like to see the City match the COLA

PUBLIC COMMENT

KETTLE FALLS ROTARY EMERGENCY DISASTER TRAILER

Mayor Jesse Garrett stated the Kettle Falls Rotary Club purchased an emergency disaster trailer. The trailer has tools for cleanup after an emergency event. It is not an immediate emergency response trailer.

ADJOURNMENT

Mayor Jesse Garrett adjourned the meeting at 8:25 p.m.

Approved:

Jesse Garrett, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer