

**KETTLE FALLS CITY COUNCIL MEETING**  
**JANUARY 14, 2025**

**CALL TO ORDER**

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

**ROLL CALL**

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

**STAFF**

Staff - Dave Willey, Brandon Hoover and Raena Hallam.

Guests - Joe and Jody Owens.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

As there was no Public Comment, City Council moved on to the Consent Agenda.

**CONSENT AGENDA**

**CITY COUNCIL MINUTES FOR JANUARY 7, 2025 AND FINAL DECEMBER, 2024 VOUCHERS AND PAYROL AND 1<sup>st</sup> HALF JANUARY, 2025 VOUCHERS**

Council Member John Ridlington 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 Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**STAFF REPORTS**

**PUBLIC WORKS**

Public Works Superintendent Dave Willey reported the Kettle Falls sign on Meyers Street was refurbished by the High School Shop class. It looks really nice; they did a good job.

Public Works Superintendent Dave Willey stated he is looking for seats to replace the worn-out seats in some of the pickups. He is having difficulty finding any.

**POLICE DEPARTMENT**

Police Chief Brandon Hoover reported there has not been a lot of activity this past week. There was one arrest for failure to register as a sex offender and the department is wrapping up a fraud investigation.

**PLANNING COMMISSION**

Planning Commissioner Joe Owens reported the planning commission held their monthly meeting. The following items were discussed:

- Maples Investments short plat was approved.
- Mr. Josh Judd spoke with the planning commission regarding his tanning business. The planning commission will be revising the zoning matrix and forwarding it to City Council for consideration.
- Linton Annexation - a Public Hearing will be held during the next planning commission meeting and then forwarded to the City Council.
- A gentleman had inquired about including his property east of the city in the UGA. SCJ Alliance stated this should be part of the Comprehensive Plan update process in 2026 - 2027.

**COMMITTEE REPORTS**

**GOATS INSIDE THE CITY LIMITS**

Council Member Michael Weatherman stated he has reviewed information regarding the keeping of goats in town. He stated it is required to have a minimum of  $\frac{1}{4}$  acre of grazing land per goat. He doesn't see many places in town that will meet that criteria.

Mayor Jesse Garrett stated he would like to see a recommendation from the appointed committee (Council Member Shellee Haynes and Council Member Michael Weatherman) within the next 90 days.

**FIRE DEPARTMENT**

Council Member Michael Weatherman reported the fire department responded to 99 calls last year.

**NEW BUSINESS**

**2025 COUNCIL COMMITTEES**

Mayor Jesse Garrett stated he didn't hear from anyone wanting to change committees so he would like to keep them the same as last year.

Utilities Committee - Chris Shurrum, Mike Weatherman

Finance Committee - John Ridlington, Shellee Haynes

Police/Fire/Safety Committee - Mike Weatherman, Cliff King

Planning/Building/Streets - Michael Weatherman, Chris Shurrum

Community Enhancement - John Ridlington, Shellee Haynes

Labor Relations - Chris Shurrum, Cliff King

Library - Chris Shurrum

**MAYOR PRO TEMP**

Mayor Jesse Garrett stated the appointment of Mayor Pro Temp is determined by the City Council.

Council Member John Ridlington asked if Council Member Michael Weatherman would be interested in serving as Mayor Pro Temp. Council Member Michael Weatherman answered yes.

Council Member John Ridlington made a motion to elect Council Member Michael Weatherman as Mayor Pro Temp. Council Member Shellee Haynes seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**RESOLUTION NO. 25-01 - A RESOLUTION DISSOLVING THE POLICE DEPARTMENT EXPENSE FUND**

Clerk/Treasurer Raena Hallam stated a Police Department Expense Fund (line item) was established by Resolution No. 22-01. Raena explained staff were never in favor of establishing this expense fund and frankly don't want to be responsible for it. Raena explained nothing has been spent from this line item since early 2023. She requested the City Council dissolve the expense funding.

Council Member John Ridlington made a motion to adopt Resolution No. 25-01. Council Member Cliff King seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**RESOLUTION NO. 25-02 - A RESOLUTION OF THE CITY OF KETTLE FALLS, WASHINGTON ESTABLISHING CITY POLICY RELATED TO ELECTRONIC FUND TRANSFERS (EFT)**

Clerk/Treasurer Raena Hallam stated this policy is a suggestion from the State Auditors during the last audit. The resolution provides oversight and guidelines for EFT transactions.

Clerk/Treasurer Raena Hallam explained the city doesn't pay regular invoices via EFT. She stated EFT's are mostly online payments for payroll such as insurance, taxes, L&I etc.

Council Member Michael Weatherman made a motion to adopt Resolution No. 25-02. Council Member Cliff King seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**RESOLUTION NO. 25-03 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETTLE FALLS ADOPTING POLICIES FOR FUEL CARD USE.**

Clerk/Treasurer Raena Hallam stated this policy is also a suggestion from the State Auditors during the last audit. This resolution doesn't change or add to any procedures that are not already in place.

Council Member Michael Weatherman made a motion to adopt Resolution No. 25-03. Council Member Cliff King seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**ORDINANCE NO. 1836 - AN ORDINANCE AMENDING KETTLE FALLS  
MUNICIPAL CODE 13.16, SECTION 13.16.020 REDUCED BASE RATES FOR  
WATER, SEWER AND REFUSE SERVICES TO LOW INCOME SENIOR CITIZENS  
AND LOW INCOME DISABLED CITIZENS, DEFINITIONS.**

Clerk/Treasurer Raena Hallam stated City Council made a motion last year to change the threshold of low income eligibility from 100% of the federal poverty level to 110% of the federal poverty level. This is the only change in this ordinance.

Council Member John Ridlington made a motion to introduce Ordinance No. 1836. Council Member Michael Weatherman seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

**OLD BUSINESS**

**READERBOARD SIGN**

Mayor Jesse Garrett stated the reader board sign has arrived, but Rotary is waiting for Ramsey Sign to see if they can install the sign. The sign also has a short WIFI which would require someone changing the sign to be located at the sign. They are looking for ways to resolve this issue also.

**PUBLIC COMMENT**

As there was no Public Comment, City Council moved on to Adjournment.

**ADJOURNMENT**

Mayor Jesse Garrett adjourned the meeting at 7:35 p.m.

Approved:

\_\_\_\_\_  
Jesse Garrett, Mayor

Attest: \_\_\_\_\_  
Raena Hallam, Clerk/Treasurer