



🏠 **Location:** Electric City Fire Station  
📅 **Date:** March 19, 2020  
🕒 **Time:** 6:00pm

## City of Electric City Special Council Meeting Minutes March 19, 2020

The Electric City Special Council meeting was called to order at 6:09pm by Mayor Diane Kohout on Thursday, March 19, 2020.

**Present by Roll Call:** Council Members Willie Bott, Brian Buche, Bob Rupe, Cate Slater, Cheryl Hoffman

**Staff members/Others present:** Jared Armstrong, Public Works Director, Mike Meskimen, Gray & Osborne (telephonically), Peggy Nevsimal, City Clerk/Treasurer, Mark Payne, Fire Chief, Don Tulloch, Gray & Osborne (telephonically)

**Motion to Excuse:** None

**Approval of Agenda:** Motion was made and seconded to approve the agenda

M/S (Slater/Hoffman) CU

### Public Comments

- No public comments

### Unfinished Business:

- Complete Streets Project discussion
  - Mike Meskimen & Don Tulloch from Gray & Osborne addressed the following issues that councilmen brought up:
    - There are puddling issues by the Fire Station where the sidewalk meets the road. Gray & Osborne said they will coordinate with the contractor to remove and replace the curbing.
    - The council would like to know if the parking on Hwy 155 in front of Changes Salon can accommodate reverse angle parking if the sidewalk is moved towards the building approximately 2 feet. Gray & Osborne stated that they were told by WSDOT that there is only enough room to allow for parallel parking at that location.
    - The council would like to know if the entire space between the existing sidewalk and curbing in front of Changes Salon can be poured with concrete instead of having a 2-foot expanse of gravel. Gray & Osborne will explore this option and respond to the City about the options and costs.
    - The council would like to know what the process would be to open Western Avenue back up. Gray & Osborne stated that the TIB grant that funded the new configuration was based

on safety improvements for the old 5-legged intersection. To take that area back to its original configuration would require the City to re-pay grant funding of approximately \$700,000. In addition, the cost to restore the intersection to its former configuration would cost approximately \$100,000.

- The Public Works Director would like to know what the expense would be to asphalt in front of the city shop. Gray & Osborne stated that they would research this request and let the City know what expenses would be allowed under the current TIB grant and what expenses would have to be paid for out of the existing City's street funds.

- Ice Age Park

- Councilwoman Slater reported that she had met with the Park's Committee and they would like to recommend not using Hotel/Motel money as matching funds for the Ice Age Park, but instead put a levy on the November 2020 ballot to have citizens vote on funding for the park. They are hopeful that voters will want the park as much as the committee does. They would then use these funds to match the RCO grant.
- Mayor Kohout let the council know that she had spoken to Allison at RCO about extending the deadline and changing the matching funding for the City's grant. She was told that extending the deadline would not be a problem, but that the RCO funds were granted based on a specific matching revenue source from the City. She said that the odds are not favorable that a new funding source would be approved by RCO if indeed the bond is passed by local voters. The City would then need to reapply for funding from RCO in 2022 with a beginning construction start date in 2023.
- Councilman Buche stated that he was very uncomfortable using Hotel/Motel money for this project and that he believes our money from that source has the potential to be very shallow for the 2020 based on current COVID-19 Pandemic restrictions on tourism.
- Councilwoman Slater stated that she was not comfortable making decisions for the whole committee and that she would like to table the discussion at this time.

M/S (Buche/Slater) CU

- Deputy Clerk hourly wages

- Several councilmen wanted further clarification on Deputy Clerk's temporary wage increase that was voted on at the Council Meeting on March 10, 2020. As there was no specific amount voted on at that meeting, they wanted to know what the cost would be for these expanded duties that were taken on while there was no City Clerk.
- Mayor Kohout stated that she had researched the salary range for a City Clerk in Electric City and gave the council the ranges.
- A motion was made to compensate Deputy Clerk Diana Parrish at the beginning salary range rate of a City Clerk for the 200 hours she had worked during the 5-week period when there was no City Clerk on staff for Electric City.

M/S (Rupe/Bott) CU

- Wastewater Treatment Plant Invoice Discussion

- Councilman Buche reported that he had a discussion with the City Clerk in Grand Coulee regarding the Wastewater Treatment Plant invoice for March. It was determined that Electric City owns 37% of the treatment plant and that Grand Coulee would like to bring our monthly invoice inline with our ownership amount. Councilman Buche feels that in the long run we need



to lock ourselves in at the 37% rate but would like to clarify maintenance and operating expenses before we finalize that rate.

- Computer Services

- The City's lawyer has recommended that the City hire a Forensic Technology Consultant to research whether historical emails that were deleted by the previous City Clerk could be recovered. The current City Clerk has reached out to the Evidence Clerk at the Grant County Sheriff's office and will follow-up on resources that they have suggested.
- A motion was made to hire a Forensic Technology Consultant to recover deleted emails.

M/S (Hoffman/Buche) CU

## New Business

- Pandemic Response

- Fire Chief Mark Payne reported that he had met with local and county Fire officials. Electric City would continue to respond to previously agreed upon firefighting responsibilities including mutual aid for Fire District #14. Electric City Fire Station has cancelled all in-house training and all in-person meetings until further notice.
- A motion was made to ratify a Declaration of Emergency for the COVID-19 Pandemic Response

M/S (Hoffman/Buche) CU

- A motion was made to adopt Ordinance 568-2020 that would remove charging interest, late fees or termination for non-payment of Electric City Utility account holders during the COVID-19 Pandemic.

M/S (Rupe/Slater) CU


- A motion was made to adopt Resolution 2020-07 ratifying Resolution of Emergency and providing temporary procedures to respond to the COVID-19 epidemic.

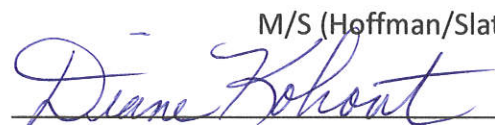
M/S (Hoffman/Slater) CU

- Tree removal or trimming on Park Street discussion

- The council discussed the removal or trimming of a large tree at 220 Park Street that is growing into the street and the right-of-way. The city has reached out to a tree care professional for a bid on the expense to trim the tree. The tree trimming service recommended calling Grant County PUD to see if they could assist in the trimming as the tree growth is encroaching on PUD power lines. The City has reached out to Grant County PUD and they have opened a "ticket" to travel to Electric City to assess the tree.

The meeting adjourned at 7:45pm.

  
Peggy Nevsimal, City Clerk/Treasurer

M/S (Hoffman/Slater) CU  
  
Diane Kohout, Mayor