

**TOWN OF WILSON CREEK
REGULAR CITY COUNCIL MEETING
April 12, 2018**

Council Present: Mayor Kevin Newland, and Councilmembers Keith Jensen, Debbie Moore, Kellie Ribail, and Scott Mortimer.
Staff present: Kaci Anderson and Chris Stout.

- A. Open Meeting:** Mayor Kevin Newland called the meeting to order at 6:00 pm and led the Pledge of Allegiance.
- B. Minutes:** Motion made by K. Jensen, seconded by D. Moore, and carried to approve the March 8, 2018, meeting minutes.
- C. Good News:** Mayor Newland discussed the busy-ness of March and his satisfaction with how well the Town was able to pick up a temporary employee following the resignation of Lesa Nugent.
- D. Public Comment:** None.
- E. Council Concerns:** S. Mortimer noted the street light on the corner of 4th and Railroad streets is full of bugs. Mayor Newland will ask the PUD to clean it out.

F. Reports

a. Clerk/Treasurer Report:

- i.** Motion made by K. Ribail, seconded by K. Jensen, and carried to approve the Town’s current fiscal status and to pay the April 2018 bills as follows:

Checks 9809 – 9833	\$	5,575.45		
EFT – Dept. of Labor	\$	144.10		Account Balances
EFT – Dept. of Revenue	\$	617.01		US Bank \$ 107,073.32
<u>IRS EFT</u>	<u>\$</u>	<u>449.13</u>		<u>Grant County</u> \$ <u>107,673.04</u>
Total	\$	6,794.73		Total \$ 214,746.36

- b. Maintenance Report:** C. Stout discussed the amount of work that went into preparing for the RMSA inspection, ensuring paperwork, etc., for the past two years was in order. Mayor Newland added that a new back door and frame was installed at Town Hall, and commended C. Stout for his work as well as efforts in managing two part-time, temporary employees.

G. Old Business

- a. Payroll, Utility Billing & Cash Management Software:** K. Anderson said she has been gathering information and bids from other software companies and will report back.
- b. Dog Ordinance updates & first read-through:** A printed copy of a draft dog ordinance was provided. The Council discussed complaints about dogs running at large in town. Mayor Newland said it is unclear who would be able to enforce an ordinance for the Town, mentioning the Town has the option including creating a new department and hiring an enforcement employee, or contracting with Grant County. It was noted that the definition of a vicious dog was not included in the draft ordinance. That will be updated by citing the corresponding applicable city and/or county code(s). This matter was tabled.
- c. RMSA visit update:** Mayor Newland said the visit from RMSA went well overall, only noting that chairs in front of the park kitchen fuse box should be stored elsewhere.
- d. Grant County Sheriff’s Office update:** Nothing new to report.
- e. Airport camera update:** Nicholas Odorizzi attended the meeting and shared options to update the camera at the airport. A single stationary camera could be purchased for approximately \$120, while a 360-degree view camera would cost approximately \$550. Pros and cons of each option were discussed. The Council mentioned that the Town could always opt to upgrade if the need arises. Motion made by K. Ribail, seconded by S. Mortimer, and carried to approve the purchase and installation of a single stationary camera as quoted for the airport.

H. New Business

- a. New Employee:** Mayor Newland found a temporary employee, Josiah Justice, to help out after the resignation of the Town’s former Public Works employee. Bob Correia also stepped up to offer his assistance. An official job opening for a part-time Public Works employee will be posted. The Council discussed the requirement for a valid Washington state driver’s license for the job.
- b. Purchase of digitized water tester:** C. Stout discussed the amount of chlorination added to the water has been lower than what should have been. He noted the Town’s current tester is no longer allowed. For approximately \$445, a new kit with everything included is available. The Council agreed to the purchase.
- c. Purchase of flower for flower pots from Wilson Creek FFA:** S. Mortimer provided a quote from FFA students that included the cost of flowers and planting materials to fill the flower boxes around town, at \$350. Motion made by K. Jensen, seconded by K. Ribail, and carried to approve the purchase of flowers from Wilson Creek FFA.
- d. Surplus:** Mayor Newland discussed the need to clean out the Town shop so the building can be utilized to its full potential. Mowers were previously approved for surplus but have not been sold. The Council directed C. Stout to dispose of mowers as soon as possible.

- I. Adjournment:** Motion made by K. Jensen, seconded by D. Moore, and carried to adjourn the meeting at 7:34 pm. The next regular council meeting is Thursday, May 10, 2018, at 6:00 pm.