**KETTLE FALLS CITY COUNCIL MEETING  
JUNE 16, 2020**

**CALL TO ORDER**

Mayor John Ridlington called the meeting to order at 7:00 p.m.

**ROLL CALL**

Michael Weatherman, Dale Drake, John Ridlington, Jesse Garrett, John Andrew and Wayne Wardlow.

**STAFF**

Staff – Raena Hallam, Mary Schultz and Michael Gettys.

**GUESTS**

Larry Kulesza, Alicia Ayars and Eric Johnson.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

**CONTACT INFORMATION**

Council Member John Andrew re-emphasized on how the phone tree list is not for the public.

**ESSENTIAL WORKERS RECOGNITION NEWSPAPER AD**

Mayor John Ridlington stated he delivered flowers and chocolates to Northeast Washington Tri-County Health District to say thanks for all they have done during the Covid-19. He stated they were grateful and it brought tears to their eyes. However, he was not happy with the font and size changes throughout the thank you ad posted. Mayor thanked Council Members for supporting the decision on recognizing all essential workers.

**PUBLIC HEARING – KETTLE FALLS COMPREHENSIVE PLAN AND DEVELOPMENT REGULATIONS UPDATE**

Ms. Alicia Ayars with SCJ Alliance stated City of Kettle Falls hired her late last fall to help with the Comprehensive Plan update with a deadline date of June 30, 2020.

Ms. Ayars presented a slid show explaining the steps taken to complete the Comprehensive Plan update. She stated they were able to create some dialogs and use the previous Comprehensive Plan as a guide to help with the updates.

Some of the steps were:

* Trying to receive public participation
* Review/Revise relevant Plans
* Development regulations

After these steps, the Comprehensive Plan update was then taken to the legislature.

The Comprehensive Plane updated consisted of:

* Land Use and Housing Element
* Capital Facilities & Utilities
* Transportation

Within these groups there were annexation incorporation, economic development and the parks & recreation. When implementing the plan to update these sections of the Comprehensive Plan there was a lot of discussion about how we could achieve each goal and its purpose.

Council Member Jesse Garrett asked how does the City of Kettle Falls Comprehensive Plan update match up with like size City’s.

Ms. Ayars stated the City of Kettle Falls has a great Planning Commission and with Mr. Larry Kulesza doing the research it kept everything on target to be able to complete the Comprehensive Plan update on time.

Council Member Jesse Garrett thanked all the participants that worked on the Comprehensive Plan update for all their hard work.

Council Member Wayne Wardlow asked if there was any additional project that should be added besides the park & recreation updates.

Ms. Ayars stated the City has space to grow with the Urban Growth Area. She explained the space on 3rd Avenue can be shuffled so more businesses are able to be developed.

Council Member John Andrew asked how the City can bring in public participation. He explained during the process of updating the Comprehensive Plan there was no public present.

Ms. Ayars stated with the Covid-19 it has made it difficult for people to physically be present to participate with the update of the Comprehensive Plan. However, other tactics used to draw in public participation can be holding meetings in a different location, different day or time of day, posters and or mailings.

Mayor John Ridlington stated an ad could be placed in the newspaper to make the public more aware.

Clerk/Treasurer Raena Hallam stated advertising, updates through the municipal codes has been done and changing days has been mentioned to accommodate the public.

Mr. Kulesza stated when approaching any type of project there needs to be an action plan with goals discussed. He explained next would come prioritizing those goals.

Mayor John Ridlington stated the Comprehensive Plan update status can be mentioned in the newsletter this month. Clerk/Treasurer Raena Hallam stated yes.

**CONSENT AGENDA**

**CITY COUNCIL MINUTES FOR JUNE 2, 2020**

*Council Member Jesse Garrett made a correction on paragraph 2 page 9.*

Council Member Wayne Wardlow made a motion to approve the Consent Agenda with the correction on paragraph 2 page 9. Council Member John Andrew seconded the motion. Motion carried by all. Council Member Dale Drake – yes, Council Member Jesse Garrett – yes, Council Member John Andrew – yes, Council Member Wayne Wardlow – yes and Council Member Michael Weatherman - yes.

**STAFF REPORTS**

**PLANNING COMMISSION**

Mr. Larry Kulesza 530 Juniper Kettle Falls, stated it is a relief to have the Comprehensive Plan update completed. However, he explained there is still planning work to be done with the parks plan and zoning changes. He stated Mr. Brandon True is looking at developing a lot northwest of Meyers and will need a binding site plan before any construction. Larry stated as with any form of process a binding site plan will require an administrative review in house but does not need a public hearing to move forward. Allowing this development will support growth and draw in more revenue for the City.

Council Member John Andrew asked when the next Planning Commission meeting will be held.

Mr. Kulesza stated the meeting has been on the second Monday of every month but when Mr. Brandon True submits the application for the binding site plan it will be important to review as soon as possible.

**POLICE DEPARTMENT**

Officer Michael Gettys stated there was nothing to report.

**COMMITTEE REPORTS**

**PARKS & RECREATION COMMITTEE**

**INFORMATION CENTER**

Council Member Wayne Wardlow stated he spoke with Ms. Judy McAbee and there is a meeting scheduled on Friday, June 19, 2020 to go over guidelines for re-opening the Information Center. He stated there will be a plexiglass installed for the safety of the volunteers and cleaning supplies have been purchased. He explained the Information Center was to re-open today, June 16, 2020 but due to regulations it was postponed until next week.

Clerk/Treasurer Raena Hallam stated she met with Ms. Judy McAbee and delivered the cleaning supplies earlier today. She explained the meeting scheduled for Friday, June 19, 2020 will be to go over the protocols of re-opening.

Mayor John Ridlington stated traveling restrictions have been lifted during phase 3 in the Washington State phase chart which allows the volunteers to re-open the Information Center. He also informed everyone the doors at City Hall have been open since Monday, June 15, 2020 to the public.

Clerk/Treasurer Raena Hallam stated due to the rally taking place at Happy Dell Park Saturday, June 13, 2020 the City delayed opening the doors until Monday, June 15, 2020.

**HAPPY DELL PARK RALLY**

Officer Michael Gettys stated the rally that took place at Happy Dell Park on Saturday, June 13, 2020 was uneventful.

Mayor John Ridlington thanked Officer Michael Gettys for assisting with keeping everything civil.

**NEW BUSINESS**

**FUTURE PLANNING SERVICES**

Clerk/Treasurer Raena Hallam informed City Council Members the contract between the City and Mr. Larry Kulesza ends June 30, 2020. She would like for City Council to consider continuing the awesome relationship between SCJ Alliance, Mr. Larry Kulesza and the City moving forward with future planning projects. She explained it is rare to find a group that works extremely well together. She explained no other connecting Cities have a planning department. She recognized Mr. Kulesza’s ability to keep on track and do the research with SCJ Alliance tying everything together. Raena strongly suggested continuing with this relationship as needed and will be requesting a new contract with SCJ Alliance and Mr. Kulesza in the 2021 budget request.

Ms. Ayars explained SCJ Alliance assists many cities and towns with their planning. She stated there is other services that SCJ Alliance provides like engineering services, design, transportation and civil.

Mr. Eric Johnson stated SCJ Alliance assist with implementing strategies and design for development growth of the City. He explained there is ways to get the public involved with projects within the City.

Council Member John Andrew stated the participation he has seen with the public is only when something is affecting them in one way or another.

Mr. Eric Johnson stated he remembers working with a like size town in the past and ran into a situation where an individual put a hold on developing a piece of property. He stated the community was unhappy and felt that the piece of undeveloped property was an eye sore. He stated SCJ Alliance enjoys working with cities and property owners to develop a plan that benefits everyone.

Council Member John Andrew stated the City needs to keep a relationship with SCJ Alliance and Mr. Larry Kulesza in the Planning Department as projects continue to keep happen.

Clerk/Treasurer Raena Hallam stated the bike trail between Kettle Falls and Colville is trying to move forward with a grant. She stated this project will take a lot of time.

Mayor John Ridlington stated the steering committee has been working on applying for the grants.

Clerk/Treasurer Raena Hallam stated many bike riders go through here which will have a great impact on the City.

Mayor John Ridlington stated the trail will continue to Happy Dell Park.

Council Member Jesse Garrett stated he is impressed on how many people ride through here on their bikes.

**OLD BUSINESS**

**ORDINANCE NO. 1786 AN ORDINANCE AMENDING THE COMPREHENSIVE GROWTH MANAGEMENT PLAN FOR THE CITY OF KETTLE FALLS**

Council Member Jesse Garrett made a motion to adopt Ordinance No. 1786 by title only. Council Member John Andrew seconded the motion. Motion carried by all. Council Member Dale Drake – yes, Council Member Jesse Garrett – yes, Council Member John Andrew – yes, Council Member Wayne Wardlow – yes and Council Member Michael Weatherman - yes.

**PUBLIC COMMENT**

Mr. Larry Kulesza acknowledged Mayor John Ridlington and the City Police Department for their exceptional job of defusing any opportunity the crowd gathered at Happy Dell Park Saturday, June 13, 2020 had to become ugly. The rally was not confrontational due to the diligent approach from Mayor John Ridlington mingling throughout the crowd and City Police Department keeping a low key on things. He explained the crowd was able to express their thoughts and feeling in a safe manner and went home after a few hours.

Mayor John Ridlington stated he was thankful the rally went well and could not have asked for better results.

Council Member Wayne Wardlow stated it was announced on Facebook prior to the rally a large group of missionaries met at Happy Dell Park Thursday, June 11, 2020 to discuss the guidelines of approach of action.

Mr. Kulesza stated Northern Ales a local business lost one of their busiest days of the week’s due to the rally Saturday and would like to assemble a fundraiser to help Mr. and Mrs. Hedrick as they have done a lot for their community.

Mayor John Ridlington stated Wednesday, June 10, 2020 Mr. Steve Parker and Tri-County Economic Development District has discussed assisting small City businesses as they have been struggling during the Covid-19 crisis, which may include Northern Ales as many other businesses here in Kettle Falls.

**COVID-19 FEDERAL GRANT**

Mayor John Ridlington stated the City has not received the Federal Government grant for the shutdown due to the Covid-19 restrictions.

Clerk/Treasurer Raena Hallam stated a contract from the Federal Government grant will need to be signed.

**ADJOURNMENT**

Mayor John Ridlington adjourned the meeting at 8:04 p.m.

Approved:

John Ridlington, Mayor

Attest:­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mary Schultz, Secretary/Clerk