**KETTLE FALLS CITY COUNCIL MEETING
NOVEMBER 17, 2020**

**CALL TO ORDER**

Mayor John Ridlington called the meeting to order at 7:10 p.m. and led the audience in the Pledge of Allegiance.

**ROLL CALL**

Dale Drake, John Andrew, Wayne Wardlow and Jesse Garrett.

Council Member Dale Drake moved to excuse Council Member Michael Weatherman. Council Member Wayne Wardlow seconded the motion. Motion carried by all. Council Member John Andrew – yes, Council Member Dale Drake – yes and Council Member Jesse Garrett - yes and Council Member Wayne Wardlow - yes.

**STAFF**

Staff – Raena Hallam, Phil Adams and Dave Willey.
 **GUESTS**

Guests – Larry Kulesza, Nick Gourlie and Steve Nelson via phone.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

**PUBLIC HEARING – WATER USE EFFECIENCY GOAL AND ADOPTION OF THE KETTLE FALLS WATER PLAN**

Mayor John Ridlington read the Public Hearing checklist to discuss the Water Use Efficiency Goal and adoption of the Kettle Falls Water Plan.

Mayor John Ridlington opened the Public Hearing 7:02 p.m. As there was no public comment Mayor Ridlington closed the public hearing at 7:03 p.m.

Mr. Steve Nelson, CenturyWest Engineering, stated the City currently has a water loss of about 5% per year. The water use efficiency goal will be to reduce the water loss 1% by 2025.

Council Member Wayne Wardlow asked how does the City reduce the water loss, buy new meters?

Steve Nelson stated the primary action to reduce the water loss is the provide education to the public about water conservation. Steve stated replacing meters can help if they are older, but its expensive to replace water meters.

Public Works Superintendent Dave Willey stated to replace all the water meters with smart meters is roughly $250,000. Mayor John Ridlington suggested replacing the meters in increments.

Council Member John Andrew stated the City let the spray park run all the time and claimed water was cheap compared to fixing it. Now the City is saying water is expensive and needs to spend a lot of money to replace water meters. Which is it?

Council Member Dale Drake stated 5% water loss isn’t very much compared to the amount of water pumped.

Public Works Superintendent Dave Willey stated he would like to have a study done before deciding to purchase new meters.

Clerk/Treasurer Raena Hallam stated this is not a new conversation. The draft 2021 budget includes $5,000 to do a study and see if replacing old water meters would make a significant difference. City Council discussed it and included the funding in the draft budget.

**CARES ACT MEDIA CAMPAIGN**

Council Member Wayne Wardlow stated he would like the City to promote a positive public service announcement for the community. He stated the grant money received from the CARES Act could be used for this purpose. The concern is the grant money must be spent by November 30, 2020.

Mr. Nick Gourlie, Gourlie Goods, presented a proposal to create a 30 – 60 second video and distribute the video through paid advertising via social media. Using $5,000 of the CARES Act grant money would allow the video to be distributed with an estimated reach of $50,000 people.

Council Member John Andrew stated he is very much in favor of the project but cautioned Mr. Gourlie about where he gets his numbers and information for the video.

Council Member Jesse Garrett asked how long it would take to create the video. Mr. Gourlie stated about a month.

Mr. Gourlies proposal is as follows:



Council Member Jesse Garrett moved to authorize the Mayor to sign a contract with Gourlie Goods to produce a video not to exceed $5,000 of the Cares Act grant funds and the contract is reviewed by City Attorney Logan Worley. Council Member Wayne Wardlow seconded the motion. Motion carried by all. Council Member Wayne Wardlow – yes, Council Member Dale Drake – yes, Council Member John Andrew – yes and Council Member Jesse Garrett – yes.

**PUBLIC HEARING – 2021 BUDGET AND 2021 CAPITAL FACILITIES LIST**

Mayor John Ridlington opened the Public Hearing at 7:39 p.m. As there was no Public Comment, Mayor John Ridlington closed the Public Hearing at 7:40 p.m.

Clerk/Treasurer Raena Hallam reviewed a memo reviewing the most recent changes to the 2021 draft budget.

*City of Kettle Falls*

*Memo*

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| *To:* | *City Council Members* |
| *From:* | *Mayor John Ridlington and Clerk/Treasurer Raena Hallam* |
| *Date:* | *November 17, 2020* |
| *Re:* | *2021 Draft Budget Update* |
| *To:* | *City Council Members* |

*Please find attached an updated 2021 draft budget. The figures provided include revenues and expenditures through October 31, 2020. As we approach the end of the year and closer to adoption of the 2021 budget beginning fund balances and draft figures will continue to be updated accordingly. On November 10, 2020 City Council held a budget workshop and discussed the following issues with the 2021 draft budget:*

*1: Summer Parks position – City Council determined not to include the Summer Parks position at this time. However, this decision was made with the understanding City Council would discuss the need of a Summer Parks position with Public Works Superintendent Dave Willey in February, 2021 to determine if a budget amendment is needed by March, 2021.

 Page 10 001.576.80.10 Salaries & Wages amount did not change $12,000*

*2. Police Dept. Ammo & Tires – City Council discussed using the excess money set aside for ammo and tires for the purchase of a police car.*

 *Page 10 001.594.21.60.10 Ammo & Tires reduced from $5,500 to $1,500*

*3. Police Car – City Council expressed great concern about the need for a police vehicle. It was determined to transfer a larger amount to the Police Reserve Capital Outlay Fund and seek grant/loan assistance from USDA to purchase a police car.*

*Page 11 001.597.21.00 Transfer to Police Reserve Capital Outlay increased from
 $27,000 to $33,000
Page 21 107.594.21.60 Police Reserve Capital Outlay increased from $25,000 to
 $36,000.*

**PUBLIC HEARING – 2020 BUDGET AMMENDMENT**

Mayor John Ridlington opened the Public Hearing at 7:45 p.m. As there was no Public Comment, Mayor John Ridlington closed the Public Hearing at 7:46 p.m.

**CONSENT AGENDA**

As there was no Consent Agenda, City Council moved on to Committee Reports.

**COMMITTEE REPORTS**

As there were no Committee Reports, City Council moved on to Staff Reports.

**STAFF REPORTS**

**FIRE DEPARTMENT**

Fire Chief Phil Adams reported the department responded to five calls and all were vehicle accidents.

**PLANNING COMMISSION**

Planning Commissioner Larry Kulesza reported the November Planning Commission meeting was cancelled. He also reported Planning Commission Chairman Adam Huff has resigned and the Planning Commission is desperately searching for members.

Mr. Kulesza stated the Binding Site Plan for Brandon True still needs approved. Mr. Trues in working on a lot line adjustment on the east side between Mr. Clay Youngs property and harvest Foods.

Mr. Kulesza stated the new playground equipment the Kettle Falls Rotary Club purchased will not be installed until spring due to weather.

**NEW BUSINESS**

**RESOLUTION NO. 20-04 -A RESOLUTION ADOPTING AND IMPLEMENTING THE WATER SYSTEM PLAN AND WELLHEAD PROTECTION PLAN.**

Council Member Jesse Garrett moved to adopt Resolution No. 20-04 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 and Council Member Wayne Wardlow – yes.

**ORDINANCE NO. 1793-AN ORDINANCE ADOPTING BY REFERENCE THE BUDGET FOR THE CITY OF KETTLE FALLS FISCAL YEAR 2021.**

Council Member Jesse Garrett moved to introduce Ordinance No. 1793 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 and Council Member Wayne Wardlow – yes.

**ORDINANCE NO. 1785B-AN ORDINANCE AMENDING ORDINANCE NO. 1785.**

Council Member Jesse Garrett moved to introduce Ordinance No. 1785B 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 and Council Member Wayne Wardlow – yes.

**RESOLUTION NO. 20-05 -A RESOLUTION ESTABLISHING THE WATER UTILITY BUSINESS AND OCCUPATION RATE FOR FISCAL YEAR 2020**

Council Member Jesse Garrett moved to adopt Resolution No. 20-05 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 and Council Member Wayne Wardlow – yes.

**RESOLUTION NO. 20-06 -A RESOLUTION ESTABLISHING THE AMOUNT OF COMPENSATION TO BE PAID TO THE CLERK/TREASURER.**

Council Member Jesse Garrett moved to adopt Resolution No. 20-06 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 and Council Member Wayne Wardlow – yes.

**OLD BUSINESS**

**ORDINANCE NO. 1790 – AN ORDINANCE LEVYING TAXES TO RAISE REVENUE NECESSARY TO DEFRAY EXPENSES AND EXPENDITURES OF THE CITY OF KETTLE FALLS, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021.**

Council Member Jesse Garrett made a motion to adopt Ordinance No. 1790 by title only. Council Member John Andrew second the motion. Motion carried by all. Council Member Dale Drake – yes, Council Member Jesse Garrett – yes, Council Member John Andrew - yes and Council Member Wayne Wardlow – yes.

**ORDINANCE NO. 1791 – AN ORDINANCE FIXING THE AMOUNT TO BE RAISED BY AD VALOREM TAXES FOR THE YEAR 2021.**

Council Member Jesse Garrett made a motion to adopt Ordinance No. 1791 by title only. Council Member John Andrew second the motion. Motion carried by all. Council Member Dale Drake – yes, Council Member Jesse Garrett – yes, Council Member John Andrew - yes and Council Member Wayne Wardlow – yes.

**NEXT CITY COUNCIL MEETING**

Council Members discussed and agreed the next City Council meeting will be December 15, 2020 at 7:00 p.m.

**PUBLIC COMMENT**

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

**ADJOURNMENT**

Mayor John Ridlington adjourned the meeting at 8:23 p.m.

Approved:

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