

**KETTLE FALLS PLANNING COMMISSION  
MEETING MINUTES  
JULY 11, 2022, 7 P.M.**

**CALL TO ORDER**

Planning Commission Chair Jody Emra called the meeting to order at 7:02 p.m.

**ROLL CALL**

Members in attendance included Larry Kulesza, Jody Emra and Nick Gourlie.

**STAFF**

Staff in attendance included Councilman Mike Weatherman, Kathi Merrill and Aaron Quinn, SCJ, (via phone).

**GUESTS**

John Ridlington  
Kathy Ballew, 2300A Eagle River Way, Kettle Falls  
Evelyn Kowitz, 51 Mink Creek Rd, Kettle Falls  
Joanie Matter, 1690 Nickles Rd, Kettle Falls  
Janice Benibe, 1510 Silver Queen, Kettle Falls

**ANNOUNCEMENTS AND MAIL RECEIVED**

None

**MEETING MINUTES**

**REGULAR MINUTES OF JUNE 13<sup>th</sup> MINUTES**

Planning Commission Member Nick Gourlie motioned to accept the minutes from June 13<sup>th</sup>. Planning Commission Member Larry Kulesza seconded the motion. Planning Commission Member Nick Gourlie – Yes, Planning Commission Member Larry Kulesza – Yes. Motion passed.

**NEW BUSINESS**

**JOHN RIDLINGTON, POOL UPDATE**

Mr. Ridlington stated the Friends of the Pool looked at many options and got estimates and are looking to sign a contract with WMS soon. There will be a new mechanical room, the pool house will be remodeled. It looks like the project will start June 2023. Dave Hall and NewTec will remove the old pool debris.

Mr. Ridlington spoke about the new playground equipment and stated a new sign or plaque should be made with all the donors names on it. The plaque should be posted by the east gate.

Councilman Mike Weatherman stated AARP has grants available for up to \$15k.

### **PICKLE BALL – EVELYN KOWITZ**

Locals want to play here in Kettle Falls not in Colville at the Jr. High.

### **PARK AND REC UPDATE**

Planning Commission Member Nick Gourlie stated the document was the same just looking for feedback. Evelyn stated the courts here in Happy Dell Park are in very poor condition. She said she has spoken to someone about using plexi-pave to fill in the pits in the courts. The pickleball group is having an education day to teach people about pickleball on July 30<sup>th</sup> from 9 until noon. They have received some donations but need more.

Planning Commission Member Larry Kulesza stated the school district has no obligation to fix the courts.

Mr. Ridlington stated there is a Friends of the Pool group that has a 501(c)(3) status.

Mrs. Kowitz stated the county has money for projects and pickleball is very popular with all ages.

Mr. Ridlington stated an estimate is needed to start the ball rolling.

Mrs. Kowitz stated she was told it would cost between \$15,000 and \$20,000.

Mr. Ridlington stated the Rotary did some fundraising and raised about \$34,000 in about a year.

Mrs. Kowitz stated pickleball is for all ages not just old people and asked if the City was on board?

Planning Commission Chair Jody Emra stated this is a first step. The Planning Commission will discuss their proposal and then they could possibly make a recommendation to the City Council.

Planning Commission Member Larry Kulesza stated the Planning Commission is in the process of updating the Parks and Rec Plan and Happy Dell Park and the basketball/tennis courts are on the list of projects. Larry told Mrs. Kowitz to speak to Nicole Fandray of the Chamber. He also said to ask Randy Fosback about the concrete.

Mrs. Kowitz stated there could be 2 to 4 pickleball courts within the two tennis court areas.

Mr. Ridlington suggested approaching local groups like Lady Lions and the Rotary. He stated the equipment in Happy Dell Park cost was around \$70,000.

Mrs. Kowitz stated she has spoken to True Value and Clarks.

Planning Commission Chair Jody Emra stated this project is now on the radar.

Planning Commission Member Nick Gourlie stated the Friends of the Pool is a non-profit. He also stated the Planning Commission has a lot of projects on our list at present.

Mrs. Kowitz stated they will need to find most of the funds to make it happen. She said she will write a summary and present it to the City Council.

### **STEVENS COUNTY PLANNING MEETING UPDATE**

Planning Commission Member Larry Kulesza stated there was a meeting of the Stevens County Planning committee on June 23. Larry, Mayor Garrett and Councilman Mike Weatherman attended in person and Clerk/Treasurer Raena Hallam, City Superintendent Dave Willey and Secretary/Clerk Kathi Merrill attended virtually. The County was discussing changes to the Developmental Regulations. The County was discussing removing the signature line for the Fire Department for building permits. The goal was to get the County to resend their decision. Fire District 1 and 6 were in attendance and spoke about the issues of removing the Fire Departments approval signature. Stevens County Planning board appreciated everyone's input. Striking the Fire Department signature will be tabled for now. There will be a public hearing on the GMA update on July 21 at 9 a.m.

### **PLANNING GOALS 2022 REVIEW**

Planning Commission Member Larry Kulesza handed out a summary of goals from November 2021 which were updated July 2022. There are short term, and mid to long term goals listed where some are accomplished, in process and under discussion.

Councilman Mike Weatherman stated RV parks in existence will be grandfathered in.

Planning Commission Member Larry Kulesza stated Panorama RV Park is one of those. City Attorney Logan Worley has more information. Looking at nonconforming uses. We are also working on getting an updated zoning map. Title 17 is in process.

### **MUSIC EQUIPMENT TRAILER**

Planning Commission Member Larry Kulesza stated there has been talk about getting an enclosed trailer to store stuff from the Happy Dell Park Stage. There is a trailer that belongs to the Estate of John Andrew. They are asking \$500 and it's in good shape. Larry make a motion to set aside up to \$650 to purchase the trailer and cover the cost of licensing.

Planning Commission Member Nick Gourlie asked where the equipment was being stored now?

Planning Commission Member Larry Kulesza stated next to the Police Department. It's not a climate controlled area. Need to go look at what's there. With the trailer only one vehicle would be needed to transport audio equipment up to the stage and limit the number of vehicles driving across the ball field.

Planning Commission Member Nick Gourlie asked where the trailer would be stored? Winter is not good for the equipment.

Councilman Mike Weatherman asked about the info center?

Planning Commission Chair Jody Emra asked what do we do?

Planning Commission Member Larry Kulesza stated we need to record. Larry proceeded to repeat the motion that Planning Commission request City Council approve up to \$650 be reserved to purchase the trailer from the Estate of John Andrew.

Planning Commission Member Nick Gourlie seconded the motion.

Planning Commission Member Larry Kulesza "Yes". Planning Commission Member Nick Gourlie "Yes". All in favor. Motion passed.

Planning Commission Member Larry Kulesza stated the Rotary Sign should be homework. Would the City pay for the sign? Planning Commission pay? Rotary? Who is paying for the sign?

Planning Commission Chair Jody Emra stated Rotary was a donor so probably won't be paying for the sign.

Planning Commission Member Larry Kulesza stated he will talk to City Superintendent Dave Willey. The sign is homework.

## **OLD BUSINESS**

### **HAPI GRANT UPDATE**

Mr. Aaron Qualls (covering for Alicia) stated the survey will be released in a week or so. The first deliverable is due. There will be a workshop in August at the Library.

### **PARKS AND RECREATION UPDATE**

Planning Commission Member Nick Gourlie stated he still needs to finalize.

Planning Commission Member Larry Kulesza stated he met with KFSD Superintendent, Mike Olson, on June 30 to discuss Policy #9 of the Stevens County-wide Planning Policies and open space and coordinating with the school district for open spaces. They discussed colors for pickleball courts as the colors are important to distinguish lines for tennis vs. pickleball. Under Policy 4260 and 4260P it states all school district fields may be used by all community residents.

Councilman Mike Weatherman stated a priority use procedure needs to be developed.

Planning Commission Chair Jody Emra stated there would have to be coordinated efforts between the School and outsiders.

Councilman Mike Weatherman stated guidelines would have to be developed.

Planning Commission Chair Jody Emra stated the area could be reserved but the school should be a priority for the kids.

Planning Commission Member Larry Kulesza stated it should be homework to research community using school district land. We need to urge City Council to set aside funds to purchase more park land. He will send a draft to Nick. There needs to be a level of service – see NRPA handout. On Page 9 there is a chart that shows what cities of similar size have.

Planning Commission Member Nick Gourlie stated we need to research use of school facilities. The tennis courts are not maintained by the school

Planning Commission Chair Jody Emra stated if the City does improvements can we or should we charge groups for use of the courts?

Planning Commission Member Larry Kulesza stated Happy Dell Park was initially set up for girls to play softball.

City Councilman Mike Weatherman stated Happy Dell used to be used for adult ball games. There were several leagues. The park had to be reserved.

Planning Commission Chair Jody Emra stated the school should have priority to support the school kids activities.

Planning Commission Member Larry Kulesza stated a policy is needed.

## **TITLE 17 UPDATE**

Mr. Aaron Quinn stated he is still getting updates from Alicia. Information is being shared related to housing and residential zones. Once the Housing Action Plan is done it will help the City get more grant funding.

Planning Commission Member Larry Kulesza stated Nick has been working on updating Title 17 to get it codified. He will get the updated document to Aaron for review. Just a patch for now.

**PC BYLAW REVIEW**

Planning Commission Member Larry Kulesza talked about references for Article 3 – 2.12.010 (see handout). The purpose of the bylaws – the most recent update was in 1985. Under RCW 35.63.090 outlines the purpose of the Planning Commission. It needs to be drafted to fit the Kettle Falls area. This information was sent to City Attorney Logan Worley. The bylaws state anything referred to City Council must be signed by the Planning Commission Chair.

City Councilman Mike Weatherman stated that Larry reports to the City Council.

Planning Commission Member Larry Kulesza stated he cannot officially report on Planning Commission actions. He gives a written report to City Council on what was discussed as it's being recorded and is now public information.

Planning Commission Chair Jody Emra stated she could doc-u-sign reports if needed.

**HOMEWORK**

Planning Commission Member Nick Gourlie to update Parks Plan.

Planning Commission Member Larry Kulesza will do research on Rotary Club sign and School Land use.

**PUBLIC COMMENT**

None

**ADJOURNMENT**

Planning Commission Chairperson Jody Emra adjourned the meeting at 8:26 p.m.

Approved:

\_\_\_\_\_  
Jody Emra, Chairperson

Attest:

\_\_\_\_\_  
Kathi Merrill, Secretary/Clerk