

KETTLE FALLS CITY COUNCIL MEETING
SEPTEMBER 16, 2025

CALL TO ORDER

Mayor Jesse Garrett called the meeting to order at 7:05 p.m.

ROLL CALL

Jesse Garrett, Chris Shurrun, John Ridlington, Shellee Haynes, Michael Weatherman and Cliff King (Arrived at 7:08).

STAFF

Staff - Logan Worley, LeAnne Sanders, Brandon Hoover, Phil Adams and Raena Hallam.

Guests - Leanne Pomrankey, Sean Corativo and Tracy Aynes.

ANNOUNCEMENTS AND MAIL RECEIVED

LETTER FROM AUTHOR

Mayor Jesse Garrett stated he received a letter from an author who wants to write a book that will take place in the Kettle Falls area. He asked if a Council Member would volunteer to contact the author and provide information.

PUBLIC COMMENT

SPOKANE TEACHERS CREDIT UNION (STCU)

Leanne Pomrankey, Sean Corvino and Tracy Aynes introduced themselves from STCU. Mr. Corativo reviewed a hand out distributed to City Council:

STCU Relationship Team

Tracy Aynes
AVP-Business Banking Officer
509-640-7117 (office)
Tracy.Aynes@stcu.org

Leanne Pomrankey
Community Branch Manager, Kettle Falls
509-640-7135
Leannep@stcu.org

Sean Corativo
Sr. Treasury Management Officer
509.344.2426 (office)
seanc@stcu.org

STCU Treasury Management Support
509.344.2464
Commercialservices@stcu.org

STCU- Business Service Partners
509.344.2200
businesspartners@stcu.org

Accounts and Rates

STCU

- Analyzed checking - .75% earning credit, keep approx. \$100-\$150k to offset any current fees
- Business money market – Balances over\$ 250k 2.50% - 3.50%
 - Example: Balance of 250k would earn approx. \$500+/month
 - Example: Balance of 750k would earn approx. \$1500+/month
- Demand deposit marketplace - Insured sweep up to \$50 million, \$250k+ rate is 2.25%,
 - Example: Balance of 250k would earn approx. \$475+/month
 - Example: Balance of 750k would earn approx. \$1400+/month
- Specialty CD rates - 10 months and 15 months are currently 3.75%/3.82%
 - Example: Balance of 250k would earn approx. \$775+/month

Cost Savings

- Balance in the Analyzed checking account would be sufficient to offset all current fees.
- Interest on excess funds could be significant depending on amount/account

Fraud: how common is it?

Common types of fraud

Payment fraud:

- Fraudulent checks (altered and counterfeit)
- Unauthorized electronic payments
- Fraudulent vendor payment instructions

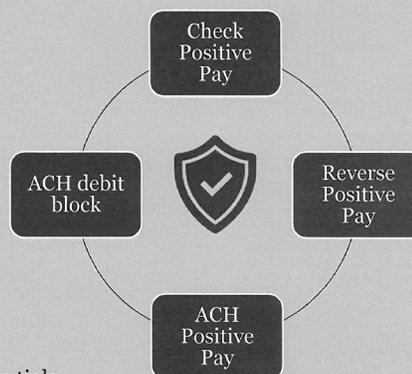
Employee fraud:

- Unapproved payments
- Fraudulent transactions
- Unauthorized credit card usage

Cyber security:

- Unsecure networks
- Lack of dual control protocols
- Compromised bank statements and online credentials

How does STCU help?



In 2023:

- 80% of organizations were targets of either an actual or attempted payments fraud attack.*
- Checks continue to be the payment method most susceptible to fraud.*

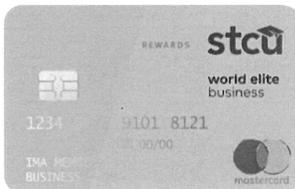
*AFP Payments Fraud and Control Survey Report 2023

stcu
Business

Check and ACH Positive Pay

- Fraud Security for all accounts
- Service is housed in online banking platform
- Check positive pay – possible upload from your software or manually enter check #, date, dollar amount of items to clear
- ACH positive pay – input vendor name, vendor ID number, and dollar amount or range
- Notifications for exception items can be emailed and or texted to one or more individuals to review and decision
- Default is set to return

Business credit cards



Business Credit Card		
STCU Business Mastercard	STCU Business Rewards World Mastercard	STCU Business Premier World Mastercard
Best fit for business members who:		
<ul style="list-style-type: none"> • Occasionally or often carry balances month to month • Are looking for a low-rate card with no balance transfer fee to consolidate credit card debt. • Want great core benefits STCU provides on each of its credit cards 	<ul style="list-style-type: none"> • Are looking for a credit card with rewards • Are averse to paying an annual fee • Use credit cards for everyday spending • Want great enhanced benefits STCU provides with a World Mastercard 	<ul style="list-style-type: none"> • Are looking to maximize their rewards • Use credit cards for everyday spending • Want the best perks and enhanced benefits STCU has to offer with a World Mastercard
Key Characteristics:		
<ul style="list-style-type: none"> • Lowest interest rate of all STCU business credit cards • No annual fee • Non-rewards card • No balance transfer fee 	<ul style="list-style-type: none"> • Rewards card with 3x office supplies, phone/internet, & cable/satellite service; 2x restaurants, travel, & gas; and 1.5x Rewards on all other purchases • No annual fee • No caps on points you can earn • Points don't expire • Redeem points for travel, statement credits, gift cards, merchandise, charities and more • Low rates 	<ul style="list-style-type: none"> • Accelerated rewards earnings of 5x office supplies, phone/internet, & cable/satellite services; 4x gas on first \$10k per year; 3x travel & restaurants; 2x rewards on all other purchases • Points don't expire • Redeem for travel, statement credits, gift cards, merchandise, charities and more • Enhanced travel benefits, including Master Assist, Primary Auto Rental Collision • No foreign transaction fees • Low Rates
Rate Range:		
13.24%-23.24% (Variable)	15.24%-25.24% (Variable)	15.24%-25.24% (Variable)

Summary

• Solutions

- Analyzed checking
- Business Money Market and possible CD/s
- Insured sweep
- Check and ACH Positive Pay
 - Check positive pay \$10 per account per month (offset by Analyzed earnings)
 - ACH positive pay \$5 per account per month (offset by Analyzed earnings)
- Apply for Business credit card
 - Business Premier Credit Card, \$75 annual fee for the first 5 cards, \$15 per card per year for each additional (3k spent per month on average is about \$60 per month earned)

Community Engagement and Impact



- In 2023, STCU proudly launched the Here for Good Foundation
 - In the first year, over \$430,000 in grants donated to deserving non-profits serving our communities.



- Since 2011, STCU has supported educators with Back-to-School events and classroom supply grants.
 - Over 1,000 educators have been selected, bringing essential supplies into their classrooms.
- Since 2022, STCU has opened its branches after hours to offer free assistance for students and families in completing the FAFSA form.



- In 2024, STCU employees logged a record 15,000 volunteer hours at 418 unique organizations.
- Annually, STCU sets aside \$75,000 towards the passions of our employees, awarded to area organizations through volunteer grants and staff matching grants.

After discussion, Council Member John Ridlington made a motion to continue moving forward with changing the City's checking account to STCU. Council Member Cliff King seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Michael Weatherman - yes and Council Member Cliff King - yes.

CONSENT AGENDA

CITY COUNCIL MINUTES FOR SEPTEMBER 9, 2025 AND AUGUST VOUCHERS

Council Member Cliff King made a motion to approve the Consent Agenda. Council Member John Ridlington seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Michael Weatherman - yes and Council Member Cliff King - yes.

STAFF REPORTS

FIRE DEPARTMENT

Fire Chief Phil Adams reported 6 calls including two medical landing zones and mutual aid. Chief Adams stated the department is doing lots of training.

POLICE DEPARTMENT

Police Chief Brandon Hoover reviewed the police call log with City Council.

Police Chief Brandon Hoover discussed the need to charge fees for public record requests including requests for body camera footage. He states it takes considerably more time to review and redact private information. He stated he has a copy of the Stevens County Resolution for public record fees for an example.

CLERK/TREASURER

Clerk/Treasurer Raena Hallam stated the audit is moving forward and suggested having a budget workshop next week.

COMMITTEE REPORTS

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

NEW BUSINESS

2026 BUDGET PRESENTATIONS

FIRE DEPARTMENT

Fire Chief Phil Adams presented his 2026 budget request:

District 71% - City 29%
2026 Fire Department Budget

		Joint Budget	City Share	District Share
001.522.10.10	SALARIES			
	Fire Chief Salary	\$ 7,500.00	\$ 2,175.00	\$ 5,325.00
	TOTAL SALARIES	\$ 7,500.00	\$ 2,175.00	\$ 5,325.00
001.522.10.20	BENEFITS			
	Fire Chief Benefits	\$ 250.00	\$ 72.50	\$ 177.50
	TOTAL BENEFITS	\$ 250.00	\$ 72.50	\$ 177.50
001.522.10.30	SUPPLIES			
	Batteries/Drinking Water/Misc.	\$ 5,000.00	\$ 1,450.00	\$ 3,550.00
	TOTAL SUPPLIES	\$ 5,000.00	\$ 1,450.00	\$ 3,550.00
001.522.10.32	GAS/OIL/FUEL			
	Fuel & Oil	\$ 10,200.00	\$ 2,958.00	\$ 7,242.00
	TOTAL GAS/OIL/FUEL	\$ 10,200.00	\$ 2,958.00	\$ 7,242.00
001.522.10.35	SMALL TOOLS/MINOR EQUIP.			
	Helmets/Gloves	\$ 1,000.00	\$ 290.00	\$ 710.00
	Miscellaneous	\$ 1,000.00	\$ 290.00	\$ 710.00
	TOTAL SMALL TOOLS	\$ 2,000.00	\$ 580.00	\$ 1,420.00
001.522.10.43	TRAINING			
	General Training	\$ 2,500.00	\$ 725.00	\$ 1,775.00
	Firemen Reimbursement	\$ 32,500.00	\$ 9,425.00	\$ 23,075.00
	Physicals	\$ 1,000.00	\$ 290.00	\$ 710.00
	Education Materials for Kids	\$ 472.93	\$ 137.15	\$ 335.78
	TOTAL TRAINING	\$ 36,472.93	\$ 10,577.15	\$ 25,895.78
001.522.10.48	REPAIRS & MAINTENANCE			
	Maintenance	\$ 7,500.00	\$ 2,175.00	\$ 5,325.00
	TOTAL REPAIRS & MAINT.	\$ 7,500.00	\$ 2,175.00	\$ 5,325.00
001.522.10.49	MISCELLANEOUS			
	Annual Dinner	\$ 2,000.00	\$ 580.00	\$ 1,420.00
	Coats/Hats/Miscellaneous	\$ 500.00	\$ 145.00	\$ 355.00
	TOTAL MISCELLANEOUS	\$ 2,500.00	\$ 725.00	\$ 1,775.00
001.522.10.55	DISPATCH			
	Stevens County 911	\$ 5,000.00	\$ 1,450.00	\$ 3,550.00
	TOTAL DISPATCH	\$ 5,000.00	\$ 1,450.00	\$ 3,550.00
001.594.22.60	FIRE CAPITAL OUTLAY			
	Replace Equipment	\$ 7,000.00	\$ 2,030.00	\$ 4,970.00
	Miscellaneous	\$ 1,750.00	\$ 507.50	\$ 1,242.50
	TOTAL FIRE CAPITAL OUTLAY	\$ 8,750.00	\$ 2,537.50	\$ 6,212.50
	2026 BUDGET GRAND TOTAL	\$ 85,172.93	\$ 24,700.15	\$ 60,472.78
110 Reserve Fund	Roof - City Building	\$ 25,000.00	\$ 25,000.00	
110 Reserve Fund	Gear	\$ 5,000.00		\$ 10,000.00
110 Reserve Fund	Equipment	\$ 5,000.00		\$ 10,000.00
	TOTAL BUDGET	\$ 120,172.93	\$ 49,700.15	\$ 80,472.78
		TOTAL BUDGET	CITY	DISTRICT

POLICE DEPARTMENT

2026 Police Budget Request				
		2025 Budget	2026 REQUEST	2026 W/4
001.521.10.11	SALARIES			
	Salaries- Requesting 3.1% raise for all Employees	\$370,000.00	\$381,470.00	\$451,470.00
	Overtime	\$40,000.00	\$40,000.00	\$40,000.00
	TOTAL SALARIES	\$ 410,000.00	\$ 421,470.00	\$491,470.00
001.521.10.21	BENEFITS			
	Personnel Benefits	\$115,000.00	\$115,000.00	\$153,333.00
	TOTAL BENEFITS	\$ 115,000.00	\$ 115,000.00	\$153,333.00
001.521.10.23	UNIFORM ALLOWANCE			
	3 @ 1500,	\$ 4,500.00	\$ 4,500.00	\$6,000.00
	TOTAL UNIFORM ALLOWANCE	\$ 4,500.00	\$ 4,500.00	\$6,000.00
001.521.10.30	SUPPLIES			
	Office Supplies - Paper etc.	\$6,000.00	\$ 6,000.00	\$6,000.00
	TOTAL SUPPLIES	\$ 6,000.00	\$ 6,000.00	\$6,000.00
001.521.10.32	GAS/OIL/FUEL			
	Fuel & Oil- Increase in Prices	\$16,500.00	\$16,500.00	\$16,500.00
	TOTAL GAS/OIL/FUEL	\$ 16,500.00	\$ 16,500.00	\$16,500.00
001.521.10.35	SMALL TOOLS/MINOR EQUIP.			
	Replacement tools, power tools, etc.	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
	TOTAL SMALL TOOLS/MINOR EQUIP	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
001.521.10.41	PROFESSIONAL SERVICES			
	Payroll Fees	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	TOTAL PROFESSIONAL SERVICES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00

001.521.10.41.01	CIVIL SERVICE COMMISSION			
	Employment Testing	\$ 500.00	\$500.00	\$500.00
	TOTAL CIVIL SERVICE COMMISSION	\$ 500.00	\$ 500.00	\$500.00
001.521.10.41.02	INVESTIGATIVE SERVICES			
		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	TOTAL INVESTIGATIVE SERVICES	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
001.521.10.41.10	UNION NEGOTIATIONS			
	Wesley Group	\$ 1,000.00	\$1,000.00	\$1,000.00
	TOTAL UNION NEGOTIATIONS	\$ 1,000.00	\$ 1,000.00	\$1,000.00
2026 Police Budget Request				
001.521.10.42	COMMUNICATION			
	Stamps/Phone/Internet	\$19,000.00	\$19,000.00	\$ 19,000.00
	TOTAL COMMUNICATION	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
001.521.10.43	TRAVEL & TRAINING			
	Training- New laws dictate more training	\$10,000.00	\$10,000.00	\$10,000.00
	TOTAL TRAINING	\$ 10,000.00	\$ 10,000.00	\$10,000.00
001.521.10.46	Insurance			
	AWC Insurance Share	\$10,000.00	\$10,000.00	\$10,000.00
	TOTAL Insurance	\$ 10,000.00	\$ 10,000.00	\$10,000.00
001.521.10.47	UTILITY SERVICES			
	Heating/Lights	\$8,000	\$8,000.00	\$ 8,000.00
	TOTAL UTILITY SERVICES	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
001.521.10.48	REPAIR & MAINTENANCE			

	Vehicles: Tire/ Maintenance costs	\$ 18,000	\$ 18,000.00	\$ 18,000.00
	TOTAL REPAIR & MAINTENANCE	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
001.521.10.49	MISCELLANEOUS			
	???	\$ 250.00	\$ 250.00	\$ 250.00
	TOTAL MISCELLANEOUS	\$ 250.00	\$ 250.00	\$ 250.00
001.521.10.49.03	CWP - FINGERPRINTS			
	States portion	\$ 650.00	\$ 650.00	\$ 650.00
	TOTAL CWP - FINGERPRINTS	\$ 650.00	\$ 650.00	\$ 650.00
001.521.10.49.10	POLICE RESERVE PROGRAM			
	Due to new laws/ training requirements,	\$ 10,000.00	\$ -	\$ -
	TOTAL RESERVE PROGRAM	\$ 10,000.00	\$ -	\$ -
	Department Expense Fund			
001.594.21.60	POLICE CAPITAL OUTLAY			
		\$13,000.00	\$97,611.69	\$ 105,006.69
107.594.21.60	POLICE RESERVE CAPITAL OUTLAY			
		\$8,000.00		
	TOTAL POLICE CAPITAL OUTLAY			
		\$21,000.00	\$97,611.69	\$ 105,006.69
	BUDGET REQUEST SUBTOTAL	\$ 636,900.00	\$ 638,370.00	\$ 748,203.00
001.521.10.51.01	JAIL SERVICES	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
001.521.10.55	DISPATCH SERVICES	\$ 40,000.00	\$ 51,322.83	\$ 51,322.83
001.521.10.56	ST. COUNTY DETECTIVE SERVICES	\$8,263.00	\$ 12,074.24	\$ 12,074.24
	TOTAL INTERGOVERNMENTAL	\$ 68,263.00	\$ 83,397.07	\$ 83,397.07

BUDGET REQUEST TOTAL	\$ 705,163.00	\$ 721,767.07	\$ 831,600.07
BUDGET REQUEST TOTAL W/CAPITAL OUTLAY	\$726,163.00	\$819,378.76	\$ 936,606.76



Kettle Falls Police Department

415 Larch / P.O. Box 457 • Kettle Falls, WA 99141
 (509) 738-6700 • Fax (509) 738-2052

Chief Brandon Hoover

CAPITAL OUTLAY REQUEST FOR 2026

This year's capital outlay request is a significant amount more than the previous years as the items listed below are primarily being asked for to equip a new vehicle as our fleet is aging and we are seeing the impact of this on the constant repairs that we have had to undergo this year. As a small department we must have reliable vehicles as we take our cars home and are expected to answer calls for service when we are off shift and no one else is on. This makes sharing vehicles, which we have had to do several times this year, very difficult. One item attached will be the tuition for an entry level officer should an additional officer be approved and we have to go the entry level route. If a lateral officer is hired, then that total will not be needed. Below is the list of itemized quotes I have received as well as the yearly payment we must make to Axon for our cameras and tasers.

1. Axon cameras and tasers: \$10,473.00
2. New Vehicle quote: \$51,555.04
3. Day Wireless upfitting quote: \$26,743.81
4. Motorola in car radio: \$3,284.19
5. Motorola portable radio: \$4,055.65
6. Entry level academy: \$7,395.00
7. Ammunition: \$1500.00

TOTAL \$105,006.69

CLERK/TREASURER

Clerk/Treasurer Raena Hallam reviewed her 2026 Budget request with City Council.

2026 Clerk Budget Request	↕	2025	2025	↕	2026	
		Budget	As of 8/31		Budget Request	
001.514.22.10						
SALARIES						
Salaries		\$ 95,000.00	\$ 56,162.48		\$ 97,000.00	2.7% COLA
TOTAL SALARIES		\$ 95,000.00	\$ 56,162.48		\$ 97,000.00	
001.514.22.20						
BENEFITS						
Personnel Benefits		\$ 41,000.00	\$ 18,669.81		\$ 41,000.00	
TOTAL BENEFITS		\$ 41,000.00	\$ 18,669.81		\$ 41,000.00	
001.514.22.30						
SUPPLIES						
Office Supplies - Paper etc.		\$ 1,500.00	\$ 547.05		\$ 1,500.00	
TOTAL SUPPLIES		\$ 1,500.00	\$ 547.05		\$ 1,500.00	
001.514.22.41						
PROFESSIONAL SERVICES						
Computer/Software Maintenance		\$ 8,200.00	\$ 8,794.70		\$ 11,000.00	Software, Hardware and Tech Support
Code Publishing		\$ 500.00	\$ 998.74		\$ 2,000.00	Municipal Code Updates
Payroll Fees - ADP		\$ 300.00	\$ 399.97		\$ 750.00	
Window Washing - 2X Year		\$ -	\$ -		\$ 1,500.00	
TOTAL PROFESSIONAL SERVICE		\$ 9,000.00	\$ 10,193.41		\$ 15,250.00	
001.514.22.42						
COMMUNICATION						
Stamps/Phone		\$ 2,000.00	\$ 1,538.09		\$ 2,000.00	
TOTAL SMALL TOOLS		\$ 2,000.00	\$ 1,538.09		\$ 2,000.00	
001.514.22.43						
Travel & Training						
Annual Report Training		\$ 800.00	\$ 165.79		\$ 500.00	
MRSC Training		\$ -	\$ -		\$ 1,000.00	
WFOA Conference		\$ 1,000.00	\$ -		\$ 2,000.00	Scholarship?
Vision Software Training		\$ 1,200.00	\$ -		\$ 1,500.00	
TOTAL TRAINING		\$ 3,000.00	\$ 165.79		\$ 5,000.00	
2026 Clerk Budget Request						
	↕	2025	2025	↕	2026	
		Budget	As of 8/31		Budget Request	
001.514.22.46						
Insurance						
AWC Insurance Share		\$ 6,000.00	\$ 2,863.48		\$ 4,000.00	4-5% Increase
TOTAL INSURANCE		\$ 6,000.00	\$ 2,863.48		\$ 4,000.00	
001.514.22.49						
MISCELLANEOUS						
???		\$ 100.00			\$ 100.00	
TOTAL MISCELLANEOUS		\$ 100.00	\$ -		\$ 100.00	
001.514.22.51						
Audit & Bank Fees						
Dept. of Revenue		\$ 3,500.00	\$ 1,644.35		\$ 3,000.00	
State Auditors		\$ 11,000.00	\$ -		\$ 11,000.00	Total Cost - Wtr/Swr/Clerk
Bank Fees		\$ 1,000.00	\$ 432.93		\$ 1,000.00	In 2024 (\$10,200) for Clerk Portion
TOTAL AUDIT & BANK FEES		\$ 15,500.00	\$ 2,077.28		\$ 15,000.00	
001.594.22.60						
CLERK CAPITAL OUTLAY						
City Hall Sprinkler System		\$6,000.00	\$0.00		\$6,000.00	Install in Fall, 2025 or Carryover
Old Document Shredding/Archival		\$4,000.00	\$0.00		\$4,000.00	Carryover
City Hall Window Blinds		\$3,000.00	\$0.00		\$3,000.00	Carryover
TOTAL CLERK CAPITAL OUTLAY		\$13,000.00	\$0.00		\$13,000.00	
2026 BUDGET GRAND TOTAL		\$ 186,100.00	\$ 92,217.39		\$ 193,850.00	

COLA based on CPI for all employees 2.7%

OLD BUSINESS

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

PUBLIC COMMENT

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

ADJOURNMENT

Mayor Jesse Garrett adjourned the meeting at 8:05 p.m.

Approved:

Jesse Garrett, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer