

**KETTLE FALLS CITY COUNCIL MEETING**  
**FEBRUARY 4, 2025**

**CALL TO ORDER**

Mayor Jesse Garrett called the meeting to order at 7:00 p.m.

**ROLL CALL**

Jesse Garrett, Chris Shurrum, John Ridlington, Shellee Haynes, Cliff King and Michael Weatherman.

**STAFF**

Staff - Dave Willey, Brandon Hoover, LeAnne Sanders and Raena Hallam.

Guests - Chris Radar, Joe and Jody Owens.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

As there was no Public Comment, City Council moved on to the Consent Agenda.

**CONSENT AGENDA**

**CITY COUNCIL MINUTES FOR JANUARY 14, 2025 AND JANUARY, 2025**  
**VOUCHERS AND PAYROLL**

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

**STAFF REPORTS**

**PUBLIC WORKS**

Public Works Superintendent Dave Willey reported the department is performing routine maintenance tasks, since there hasn't been a lot of snow to plow.

Public Works Superintendent Dave Willey stated he received a quote for a flashing stop sign for \$1,800. Due to the cost the

department is building their own sign. So far, the cost is around \$600.

Public Works Superintendent Dave Willey stated Crewmember Chad Reagles passed his WDM1 Water Distribution test.

Public Works Superintendent Dave Willey stated they have received the wastewater pump. He explained initially the pump was designed to pump effluent throughout the building for heat. Basically, it ran 24/7. The heat system was disconnected, so now the pump will only run for the grit process, which is only about 25% of the time. He is hopeful the pump will last a lot longer.

Mayor Jesse Garrett stated we are hoping to extend the life of the pump by 3 or 4 times. We are not sure of the cost to set the pump up but shouldn't require a budget amendment. He just wanted City Council to be aware the setup cost is unknown.

#### **POLICE DEPARTMENT**

Police Chief Brandon Hoover reported several calls but mainly traffic stops. The department made an arrest serving a warrant which the individual had suspected drugs on their person.

Police Chief Brandon Hoover stated the department assisted Stevens County Narcotics Detectives serving a search warrant on a house in town. Three arrests were made.

Police Chief Brandon Hoover stated the body cameras have arrived but will not be in use for a while. The city will have to develop a policy, and the officers will have to be trained accordingly.

Police Chief Brandon Hoover stated himself and Officer Heimbigner are attending a patrol tactics training course in Colville. Officer McDanel and Reserve Officer Allen will attend the training later this spring.

#### **FIRE DEPARTMENT**

Council Member Cliff King reported the fire department responded to two calls. One was a chimney fire which was quickly extinguished. The department cleaned the chimney for the family for training purposes.

Council Member Cliff King stated the second call was a smoke investigation involving the train engine.

### **PLANNING COMMISSION**

Planning Secretary LeAnne Sanders reported the next planning commission meeting will be February 24, 2025. The Linton annexation will be on the agenda.

Mayor Garrett explained that the planning commission meeting was moved from February 10, 2025, due to advertising requirements for the public hearing. The 17<sup>th</sup> is a holiday leaving the next available date February 24, 2025.

### **COMMITTEE REPORTS**

#### **KETTLE FALLS CHAMBER MEETING**

Council Member John Ridlington stated he attended the last chamber meeting. Mrs. Nichole Fandrey will oversee the Town & Country Days committee. She stated this is her last year.

### **NEW BUSINESS**

#### **RESOLUTION NO. 25-04 - A RESOLUTION REVISING THE PERSONNEL POLICY FOR EMPLOYEES OF THE CITY OF KETTLE FALLS**

Clerk/Treasurer Raena Hallam stated the personnel policy allows an employee who is 62 years of age and has worked for the city for more than five years to receive payment for up to 192 hours of their accrued sick leave. Clerk/Treasurer Raena stated read the following proposed language to be added to the employee personnel policy:

*2. Have been a full-time regular employee of the City of Kettle Falls for a minimum of five (5) years immediately preceding the date of separation from employment.  
Or if a part-time position is available, and the Mayor agrees, a full time regular employee of the City of Kettle Falls having been employed for a minimum of five (5) years immediately preceding a change to a part-time position, can retain up to 192 hours and remain employed with the City in the part time position. When the employee completely retires from all employment with the city, then sick leave is considered severance payable and limited to one third of accrued sick leave not to exceed 192 hours.*

Council Member Michael Weatherman made a motion to adopt Resolution No. 25-04. 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 Cliff King - yes and Council Member Michael Weatherman - yes.

#### **SCJ ALLIANCE CONTRACT RENEWAL**

Clerk/Treasurer Raena Hallam stated the contract has no change from the previous two years. Last year the city paid SCJ Alliance about \$24,000. The contract is on an as needed basis.

Clerk/Treasurer Raena Hallam further explained the city will advertise for a planning, building inspector position but doesn't expect a lot of response.

City Attorney Logan Worley stated the City of Colville also uses SCJ Alliance for planning services. They were unable to fill their City Planner vacancy.

Council Member John Ridlington made a motion to authorize the mayor to sign the 2025 contract with SCJ Alliance. Council Member Shellee Haynes seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

#### **AGREEMENT - KETTLE FALLS ROTARY AND CITY OF KETTLE FALLS**

Mayor Jesse Garrett stated this agreement is pertaining to the sign and the emergency equipment trailer. The purpose of the agreement is for our records and for the state auditors. Having this agreement in place covers any use of city funds for these projects.

Mayor Jesse Garrett referred to the trailer, section B of the agreement. He explained this is a disaster relief trailer set up for providing help to people after an emergency. Such as shovels, wheelbarrows etc. The trailer was obtained by the rotary and came with supplies, but the trailer had no shelving, hooks or anything to organize the items.

Mayor Jesse Garrett explained that the Public Works department ordered ladder hooks, tire mount etc. and installed them on the trailer for organizational purposes. They did an excellent job.

Council Member John Ridlington stated the trailer will respond with equipment that people can check out as needed. It is all volunteer. It is a tandem axle trailer 16 or 18 feet long.

Council Member John Ridlington made a motion to authorize the mayor to sign an agreement with the Kettle Falls Rotary regarding the reader board sign and trailer. Council Member Michael Weatherman seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

#### **OLD BUSINESS**

#### **ORDINANCE NO. 1836 - AN ORDINANCE AMENDING KETTLE FALLS MUNICIPAL CODE 13.16, SECTION 13.16.020 REDUCED BASE RATES FOR WATER, SEWER AND REFUSE SERVICES TO LOW INCOME SENIOR CITIZENS AND LOW INCOME DISABLED CITIZENS, DEFINITIONS.**

Clerk/Treasurer Raena Hallam stated this ordinance was introduced during the last meeting, changing the threshold of low income eligibility from 100% of the federal poverty level to 110% of the federal poverty level.

Council Member Michael Weatherman made a motion to adopt Ordinance No. 1836. Council Member Shellee Haynes seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Shellee Haynes - yes, Council Member Cliff King - yes and Council Member Michael Weatherman - yes.

#### **GOATS IN TOWN**

Public Works Superintendent Dave Willey asked if any decisions have been made regarding keeping goats in town.

Mayor Jesse Garrett stated the committee has 90 days. Council Member Michael Weatherman stated himself and Council Member Shellee Haynes have not yet met to discuss to the information they are gathering.

#### **PUBLIC COMMENT**

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

**ADJOURNMENT**

Mayor Jesse Garrett adjourned the meeting at 7:33 p.m.

Approved:

\_\_\_\_\_  
Jesse Garrett, Mayor

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