

KETTLE FALLS CITY COUNCIL MEETING
OCTOBER 3, 2023

CALL TO ORDER

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

ROLL CALL

Chris Shurrum, Jesse Garrett, John Ridlington, Dale Drake and Michael Weatherman.

STAFF

Staff - Dave Willey, Logan Worley, Larry Kulesza, Brandon Hoover and Raena Hallam.

Guests - Amanda Six, Joe and Jodi Owens and Matthew DeRyan.

ANNOUNCEMENTS AND MAIL RECEIVED

As there was no Announcements or Mail Received City Council moved on to Public Comment.

PUBLIC COMMENT

LIBRARY 2024 BUDGET REQUEST

Mayor Jesse Garrett stated he would like Library Director Amanda Six to present her budget request early so she can leave the meeting early if she wishes.

Stevens County Library Director Amanda Six stated the proposed 2024 budget request has been approved by the Kettle Falls Library Board.

2024 Kettle Falls Public Library Department Budget
 PROPOSED BUDGET APPROVED BY ADVISORY BOARD ON:

		Joint Budget	City Share	District Share
101.000.000.572.10.00	SALARIES			
	Staff Salary		(\$ 5,000.00)	(\$ 210,000.00)
	TOTAL SALARIES	(\$ 215,000.00)	(\$ 5,000.00)	(\$ 210,000.00)
101.000.000.572.20.00	BENEFITS			
	Benefits		(\$ 500.00)	(\$ 123,891.00)
	TOTAL BENEFITS	(\$ 124,391.00)	(\$ 500.00)	(\$ 123,891.00)
101.000.000.572.30.00	SUPPLIES			
			(\$ 2,000.00)	(\$ 3,021.00)
	TOTAL SUPPLIES	(\$ 5,021.00)	(\$ 2,000.00)	(\$ 3,021.00)
101.000.000.572.41.00	PROFESSIONAL SERVICES			
			(\$ 17,000.00)	(\$ 15,230.00)
	TOTAL PROFESSIONAL SER.	(\$ 32,230.00)	(\$ 17,000.00)	(\$ 15,230.00)
101.000.000.572.42.00	COMMUNICATION			
	Placeholder City Budget		(\$ -)	

	TOTAL COMMUNICATION	(\$ -)	(\$ -)	(\$ -)
101.000.000.572.46.00	INSURANCE			
	Building Insurance		(\$ 2,000.00)	
	TOTAL INSURANCE	(\$ 2,000.00)	(\$ 2,000.00)	(\$ -)
101.000.000.572.47.00	UTILITIES			
			(\$ 6,500.00)	
	TOTAL UTILITIES	(\$ 6,500.00)	(\$ 6,500.00)	(\$ -)
101.000.000.572.48.00	REPAIRS & MAINTENANCE			
			(\$ 5,000.00)	
	TOTAL REPAIRS & MAINT.	(\$ 5,000.00)	(\$ 5,000.00)	(\$ -)
101.000.000.572.49.00	MISCELLANEOUS			
	Miscellaneous		(\$ 500.00)	
	TOTAL MISCELLANEOUS	(\$ 500.00)	(\$ 500.00)	(\$ -)
101.000.000.572.51.00	AUDIT & BANK FEES			
			(\$ 500.00)	
	TOTAL AUDIT & BANK FEES	(\$ 500.00)	(\$ 500.00)	(\$ -)
101.000.000.594.72.60.00	LIBRARY CAPITAL OUTLAY			
	Miscellaneous		(\$ 1,000.00)	
	TOTAL LIBRARY OUTLAY	(\$ 1,000.00)	(\$ 1,000.00)	(\$ -)
101.000.000.597.10.00.00	INTERFUND TRANSFERS			
	Transfer to Library Cumulative Reserve		(\$ 2,000.00)	
	TOTAL INTERFUND TRANSFERS	(\$ 2,000.00)	(\$ 2,000.00)	(\$ -)
LOSC Line Item	TRAINING			
	Professional Training			(\$ 500.00)
	TOTAL TRAINING	(\$ 500.00)	(\$ -)	(\$ 500.00)
LOSC Line Item	ADMIN BUDGET			
	Administrative oversight			(\$ 30,420.00)
	TOTAL ADMIN BUDGET	(\$ 30,420.00)	(\$ -)	(\$ 30,420.00)
		JOINT	CITY	DISTRICT
	2024 BUDGET GRAND TOTAL	(\$ 425,062.00)	(\$ 42,000.00)	(\$ 383,062.00)
	Contribution Percentage		9.88%	90.12%

Stevens County Assessor Value	
https://www.stevenscountywa.gov/files/documents/2023Distri	
City of Kettle Falls	\$132,496,553
2023 Library Levy Rate	0.312206
Minimum Budget Match	\$41,366

ctValues1362091611011723AM.pdf

Mr. DeRyan questioned why the library is getting rid of good books. Director Amanda Six stated the library doesn't systematically get rid of books. 90% of the books sold are from donations. Other books are determined by patron requests and community diversity.

CONSENT AGENDA

CITY COUNCIL SEPTEMBER VOUCHERS AND PAYROLL

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

STAFF REPORTS

PUBLIC WORKS

Public Works Superintendent Dave Willey stated they will start cleaning the Gray Eagle Water Tank tomorrow morning.

Public Works Superintendent Dave Willey stated the department is winterizing sprinklers and shutting down the restrooms this week due to weather.

Public Works Superintendent Dave Willey stated the department will try to have a fall leaf pickup, but it will probably be next spring.

HIGH SCHOOL SIDEWALK CONNECTOR PROJECT

Public Works Superintendent Dave Willey stated he hasn't heard anything from Century West Engineering regarding updating the drawings. Council Member John Ridlington asked if there is any legal action that can be taken to move the process along.

Public Works Superintendent Dave Willey stated the next step is to meet with the head of Century West instead of just talking with the engineer.

City Attorney Logan Worley stated until the funding is taken away there really isn't anything to take legal action for.

POLICE DEPARTMENT

Police Officer Brandon Hoover stated he has been off for the last few days. He stated he has been driving the blue car while his vehicle is being fixed.

CLERK/TREASURER

Clerk/Treasurer Raena Hallam stated the WA State Auditors would like to start the audit for 2021 and 2022 in early November.

PLANNING COMMISSION

Planning Assistant Larry Kulesza reported the Parks & Rec grant was submitted, there are 59 applications. The granting agency had no follow up questions and the city should know the results by November 1, 2023.

Planning Assistant Larry Kulesza reported the Planning Commission will have a special meeting on November 15th for a presentation from the EPA discussing potential inclusion of Upper Columbia project as a super fund site.

COMMITTEE REPORTS

KETTLE FALLS SWIMMING POOL

Council Member John Ridlington reported they will start filling the swimming pool tomorrow. Still some electrical, plumbing and cleanup left to do. He invited everyone for a tour.

Council Member Dale Drake asked if the fence and gravel would be replaced with grass. Council Member John Ridlington stated that's part of the cleanup and rehab.

NEW BUSINESS

KETTLE FALLS MUNICIPAL CODE CHAPTER 6.04 - DOG ORDINANCE REVIEW

Police Officer Brandon Hoover stated other than purchasing decibel meters he is not sure how to fix the ordinance. City Attorney Logan Worley stated he is still looking at another city's ordinance and will email it to Clerk/Treasurer Raena Hallam.

OLD BUSINESS

RELEASE OF POOL FUNDS

Mayor Jesse Garrett stated Council Member John Ridlington stated the Upper Columbia Pool District has rescinded their request for the funds.

Council Member John Ridlington stated the Upper Columbia Pool District has reached out to Attorney Logan Worley with questions.

WATER RATE STUDY UPDATE

Planning Assistant Larry Kulesza stated there is a lot of data but doesn't have a very clear path forward. In the initial meeting with RCAC there were two rate models presented. RCAC

has since created five different scenarios. Most of these scenarios still show the reserves in red leaving the utilities committee with several more questions.

After discussion, Planning Assistant Larry Kulesza suggested it might be time for another in-house group meeting and follow up with a meeting with RCAC.

ORV ORDINANCE

Council Member Dale Drake asked about reviewing the ORV Ordinance. Mayor Jesse Garrett stated he has copies of Ordinances from the City of Colville and an article from MRSC regarding All Terrain Vehicles.

Mayor Jesse Garrett stated he would like the City Council to come up with ideas and changes they would like to make to the ordinance. Once a draft is complete, then hold a public hearing to discuss and answer questions from the public.

Council Member Dale Drake stated he just didn't want this topic to be kicked down the road.

2024 BUDGET PRESENTATIONS

POLICE



Kettle Falls Police Department

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

Chief Michael Gettys

Capital Outlay Request 2024

- 1 Ammunition \$1,000.00
- 2 Laser light sights and holsters for our weapons. These are needed to be utilized with our ballistic shields. \$1,400.00
- 3 Body Cameras \$2,500.00 This is a carryover from Last year. This project has not been implemented yet due to logistical barriers.
- 4 Department issued handguns. Glock 21 Gen 5 with moss system. This gives us the ability for an ambidextrous slide and the ability for a red dot system to go with item #2 in this document. The gun itself is around \$700 a piece and magazines are around \$30. We will have to have Clarks or whatever outfit we go with do special order high-capacity magazines as they are not available in our state and will probably be more than the \$30 apiece. I estimate this costing around \$2,460.00 for the current 3-person department, \$2,706.00 with additional SRO, and \$3,280.00 with a 4th officer. These numbers include the firearm and 4 magazines per firearm.

2024 Police Budget Request		2023				2024 W 4			
		Budget	2024 REQUEST	2024 W SRO	2024 W 4				
001.521.10.11	SALARIES								
	Salaries- Requesting 5% raise for all Employees	\$280,000.00	\$294,000.00	\$315,000.00	\$364,000.00				
	Overtime	\$35,000.00	\$40,000.00	\$40,000.00	\$35,000.00				
	TOTAL SALARIES	\$ 315,000.00	\$ 334,000.00	\$355,000.00	\$399,000.00				
001.521.10.21	BENEFITS								
	Personnel Benefits	\$108,000.00	\$108,000.00	\$118,800.00	\$144,000.00				
	TOTAL BENEFITS	\$ 108,000.00	\$ 108,000.00	\$118,800.00	\$144,000.00				
001.521.10.23	UNIFORM ALLOWANCE								
	3 @ 1500	\$ 4,500.00	\$ 4,500.00	\$4,950.00	\$ 6,000.00				
	TOTAL UNIFORM ALLOWANCE	\$ 4,500.00	\$ 4,500.00	\$4,950.00	\$ 6,000.00				
001.521.10.30	SUPPLIES								
	Office Supplies - Paper etc.	\$3,500.00	\$ 3,500.00	\$3,500.00	\$3,500.00				
	TOTAL SUPPLIES	\$ 3,500.00	\$ 3,500.00	\$3,500.00	\$3,500.00				
001.521.10.32	GAS/OIL/FUEL								
	Fuel & Oil- Increase in Prices	\$12,000.00	\$15,000.00	\$16,500.00	\$20,000.00				
	TOTAL SUPPLIES	\$ 12,000.00	\$ 15,000.00	\$16,500.00	\$20,000.00				
001.521.10.35	SMALL TOOLS/MINOR EQUIP.								
	Replacement tools, power tools, etc.	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00				
	TOTAL SMALL TOOLS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00				
001.521.10.41	PROFESSIONAL SERVICES								
	Payroll Fees	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00				
	TOTAL PROFESSIONAL SERVICES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00				

	Vehicles: Tire/ Maintenance costs	\$10,000	\$10,000.00	\$11,000.00	\$12,000.00
	TOTAL MISCELLANEOUS	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 12,000.00
001.521.10.49	MISCELLANEOUS				
	???	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
	TOTAL MISCELLANEOUS	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
001.521.10.49.03	CWP - FINGERPRINTS				
	States portion	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
	TOTAL CWP - FINGERPRINTS	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
001.521.10.49.10	POLICE RESERVE PROGRAM				
	Due to new laws/ training requirements,	\$ 5,000.00	\$ -	\$ -	
	TOTAL RESERVE PROGRAM	\$ 5,000.00	\$ -	\$ -	
	Department Expense Fund			\$ 1,000.00	\$ 1,000.00
001.594.21.60	POLICE CAPITAL OUTLAY	\$1,500.00	\$14,000.00	\$14,000.00	\$14,000.00
107.594.21.60	POLICE RESERVE CAPITAL OUTLAY			\$ -	
		\$36,000.00			
	TOTAL POLICE CAPITAL OUTLAY	\$14,000.00	\$14,000.00	\$7,606.00	\$8,180.00
				\$14,000.00	\$14,000.00
	2024 BUDGET REQUEST SUBTOTAL	\$ 499,600.00	\$ 525,460.00	\$ 562,556.00	\$ 639,280.00
001.521.10.51.01	JAIL SERVICES	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
001.521.10.55	DISPATCH SERVICES	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
001.521.10.56	ST. COUNTY DETECTIVE SERVICES	\$6,609.00	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00
	TOTAL INTERGOVERNMENTAL	\$ 56,609.00	\$ 56,000.00	\$ 58,000.00	\$ 58,000.00
	BUDGET REQUEST TOTAL	\$ 556,209.00	\$ 581,460.00	\$ 620,556.00	\$ 697,280.00

2024 Street Department Budget Request

103.594.34.60	STREET CAPITAL OUTLAY		
108	Dry Wells 4 @ \$2000 Each	\$	8,000.00
Applied for Tib Grant	Misc. Flaving Projects	\$	30,000.00
	New paint system	\$	15,000.00
	Misc. signage	\$	1,000.00
	New men working signage	\$	2,000.00
	TOTAL STREET CAPITAL OUTLAY	\$	56,000.00

**2024
Request**

	Carry Over		
	Juniper/ Misc.,		
	Carry Over		

2024 Parks Department Budget Request

001.594.80.60	PARK CAPITAL OUTLAY		
	Camara Systems/Skate Park	\$	4,000.00
	Lawn tools, Weed eater, Leaf Vac ext.,	\$	2,500.00
	Toddler swing and equipment	\$	2,500.00
	Replace fence by Play ground	\$	7,000.00
	Motion lights for skate park	\$	1,000.00
	Parks Maintenance Person	\$	15,000.00
	TOTAL PARK CAPITAL OUTLAY		\$32,000.00

**2024
Request**

	Carryover		
	Carryover		

MULTI-DEPARTMENTAL

	New crew pickup	\$	40,000.00
	Machine Shed	\$	60,000.00
	Clothing allowance	\$	1,500.00
	Misc. Tools	\$	6,000.00
	Tires	\$	15,000.00
	Heat for Bay 5 and 6	\$	10,000.00
	TOTAL Multi-departmental		\$132,500.00
		\$	855,000.00

**2024
Request**

The Crew would like to see the City match the COLA

CLERK/TREASURER

2024 Clerk Budget Request

	2023 Budget	2024 Request
001.514.22.10		
SALARIES		
Salaries	\$ 81,000.00	\$ 86,000.00
TOTAL SALARIES	\$ 81,000.00	\$ 86,000.00
001.514.22.20		
BENEFITS		
Personnel Benefits	\$ 35,000.00	\$ 35,000.00
TOTAL BENEFITS	\$ 35,000.00	\$ 35,000.00
001.514.22.30		
SUPPLIES		
Office Supplies - Paper etc.	\$ 1,500.00	\$ 1,500.00
TOTAL SUPPLIES	\$ 1,500.00	\$ 1,500.00
001.514.22.41		
PROFESSIONAL SERVICES		
Computer/Software Maintenance	\$ 7,000.00	\$ 9,000.00
Code Publishing	\$ 1,000.00	\$ 1,500.00
Payroll Fees	\$ 1,000.00	\$ 1,200.00
Window Washing - 2X Year	\$ -	\$ 1,200.00
TOTAL Professional Services	\$ 9,000.00	\$ 12,900.00
		Utility Upgrade
001.514.22.42		
COMMUNICATION		
Stamps/Phone	\$ 1,500.00	\$ 2,000.00
TOTAL SMALL TOOLS	\$ 1,500.00	\$ 2,000.00
001.514.22.43		
Travel & Training		
Annual Report Training	\$ 800.00	\$ 800.00
WFOA Conference	\$ 1,000.00	\$ 1,000.00
Vision Software Training	\$ 1,200.00	\$ 1,200.00
TOTAL TRAINING	\$ 3,000.00	\$ 3,000.00

2024 Clerk Budget Request

		2023 Requested	2023 Requested
001.514.22.46	Insurance		
	AWC Insurance Share	\$ 3,000.00	\$ 3,000.00
	TOTAL REPAIRS & MAINT.	\$ 3,000.00	\$ 3,000.00
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	\$ 2,000.00	\$ 2,000.00
	State Auditors	\$ 8,000.00	\$ 1,000.00
	Bank Fees	\$ 1,000.00	\$ 1,000.00
	TOTAL DISPATCH	\$ 11,000.00	\$ 4,000.00
001.594.22.60	CLERK CAPITAL OUTLAY		
	Blinds for Windows X 3	\$0.00	\$2,500.00
	City Hall Roof	\$27,500.00	\$0.00
	Old Document Shredding/Archival	\$0.00	\$3,000.00
	City Hall Sprinkler System	\$0.00	6,000.00
	Hand Held Meter Readers X 3	\$0.00	9,000.00
	TOTAL CLERK CAPITAL OUTLAY	\$27,500.00	\$20,500.00
			Mayor/Seating Area
			\$0.00
			\$3,000.00
			6,000.00
			9,000.00
			Total Cost - Wtr/Swr/Clerk
			\$20,500.00
	2024 BUDGET GRAND TOTAL	\$ 172,600.00	\$ 168,000.00

333

COLA based on CPI for all employees

PUBLIC COMMENT

CLEAN DRINKING WATER

Mr. DeRyan talked about the importance of clean, safe drinking water. He expressed that Kettle Falls is way ahead of the curve in providing safe drinking water.

ADJOURNMENT

Mayor Jesse Garrett adjourned the meeting at 9:16 p.m.

Approved:

Jesse Garrett, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer