

KETTLE FALLS CITY COUNCIL
MAY 7, 2024

CALL TO ORDER

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

ROLL CALL

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

STAFF

Staff - Logan Worley, Dave Willey, Raena Hallam, Hunter McDanel and Phil Adams.

Guests - Larry Kulesza, Nichole Fandrey, Robin Westergard, Tony Farnam, Brenda Whitehorn and Dave Blank.

ANNOUNCEMENTS AND MAIL RECEIVED

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

PUBLIC COMMENT

TOWN & COUNTRY DAYS

Mrs. Nichole Fandrey discussed with City Council the upcoming Town & Country Days celebration.

Town and Country Days annual celebration is scheduled for June 7th – 8th. This event has been held annually for 60+ years. An estimated 6,000 people attend Town & Country Days over the weekend of events.

The primary location of activity will be held on Meyers St between 5th and 8th St. Please see the attached map. Crowd disbursement is a focus of the Town & Country Days Committee. With consultation from the prior city police chief and Stevens county sheriffs department, the committee made the decision in 2019 to find ways to disperse crowds on Meyers Street. The 2024 set up is the same as the past several years. The crowd disbursement has worked well and made a safer event for the community.

40 artisan vendors and 6 food vendors are expected. There are several vendor market area's identified. All impacted businesses and residents have been involved in planning and support the layout.

VENDOR SET UP AND OPERATION:

Vendors are asked to operate their booth for the entire 2-day event due to limited space. Thursday: vendors can begin setup at 3:00 pm.

Friday: vendors can setup 8:00 am – 12:00 pm

Saturday: vendors can setup 8:00 am – 10:00 am.

These times are set to allow you time to set up and also to not block the flow of incoming patrons.

Security & EMS: With the understanding of City police staffing shortages Stevens County Sherriff's Office will again be onsite with a vendor booth for recruiting and public engagement. The committee feels that their presence plays an important role in managing bad behaviors. We ask that the city police have a presence during the event. Stevens County Sheriff Ambulance is scheduled on standby for the weekend.

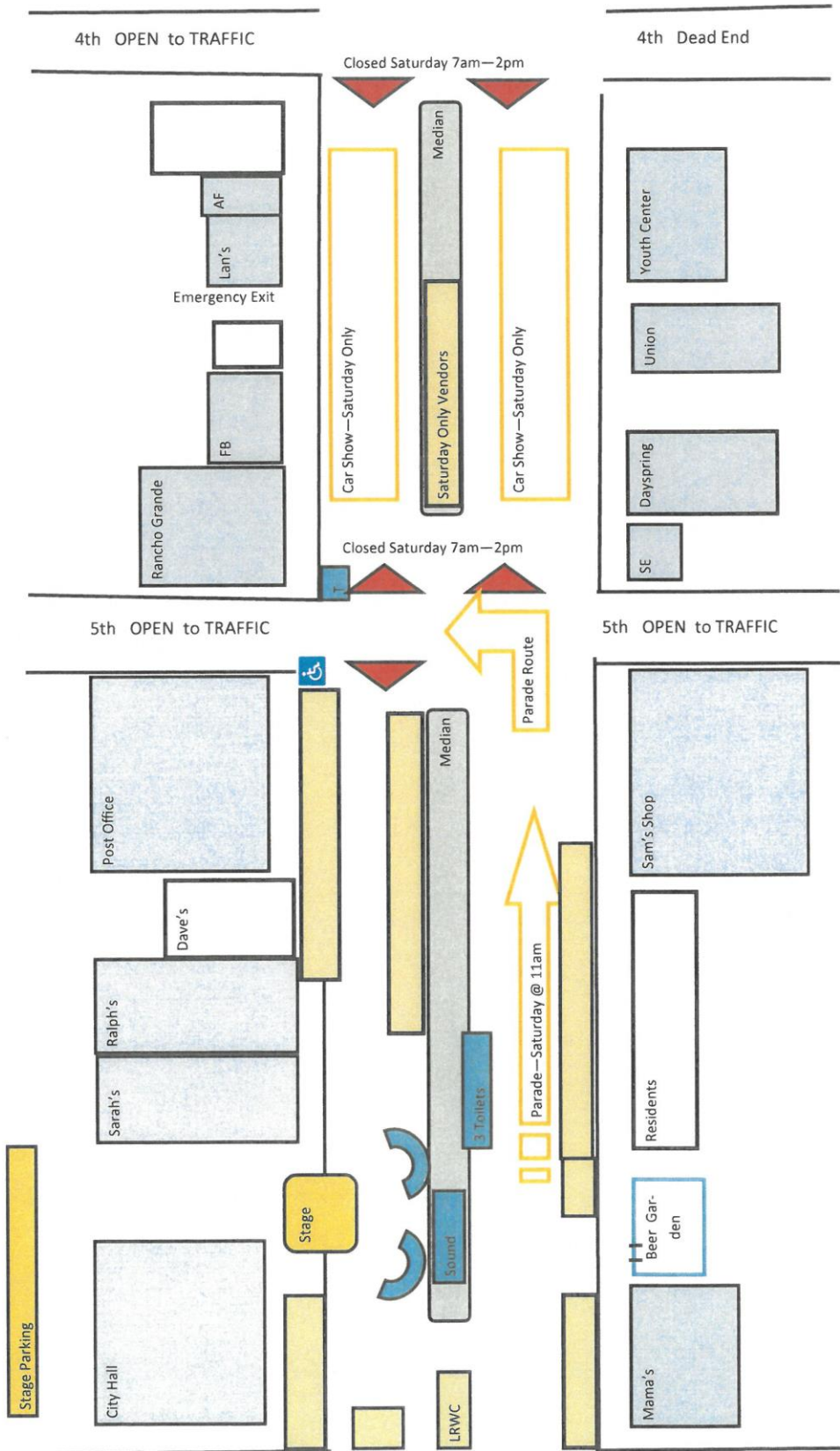
Power Plan: **We request the use of all power sources at the city park.** Power will be sourced from the large power distribution box, previously used for the stage. We do not expect to have to run a spider box system from the large power box, but if needed, it will be permitted through L&I. We plan to use the boxes on the west side of the pool to power food vendors. Due to the newly planted grass on this end of the pool, vendors will be pushed out to the sidewalk. Extension cords running across this distance is not ideal but they will be covered in areas that are accessible to the public. Median power we know is limited but that power will provide needed light for vendors and the sound booth. **We request that this power be accessible for the event on the median between 6th and 5th street.** Last year these outlets were not turned on for us which caused some problems for the sound booth and the vendors expecting to have the power. Power for the stage will be sourced from City Hall.

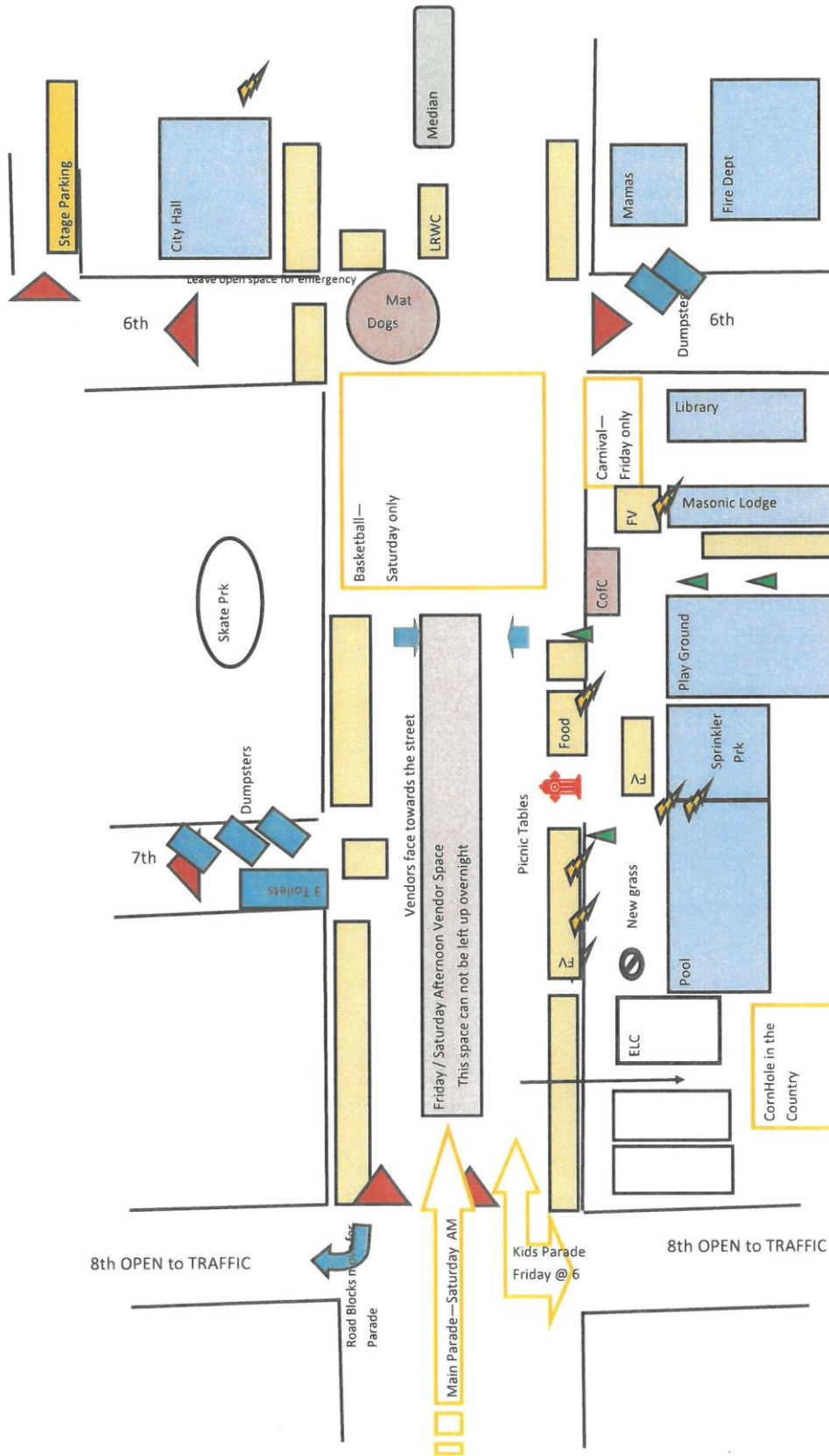
Stage: A temporary stage will be constructed between City Hall and Sarah's Custom Grooming. Power will be used from City Hall, north side of the building. **Approval for stage construction is requested for Thursday afternoon, stage deconstruction is requested for Sunday or Monday morning (dependent on volunteer availability).** Music/Performances are scheduled for Friday from 2pm – 10pm, Saturday from 12pm – 10:00.

Parking: Parking for Town & Country Days is available at Woodland Theater, Red Bridge Farms, Kettle Falls Elementary School, and on the side streets.

Road Closures: Road closures are an important part of our safety plan. Road closure areas are indicated on the map with a red triangle. Our volunteers are responsible for setting up the road blockades for the road closures. We appreciate the city providing the blockades. Last year there were issues with cones being stolen from City Hall after the event. As an extra security measure, **I'm requesting that blockades and cones be placed in the storage bays behind the police station.** Our volunteers will pick them up there and return them to this location.

Thank you for the support and continuation of Town & Country Days.





**PUBLIC HEARING - KFMC TITLE 17 ZONING TEXT AMENDMENT *LIVING
QUARTERS***

City Attorney Logan Worley opened the Public Hearing for Public Comment at 7:16 p.m. No Public Comment was presented. The Public Hearing was closed for Public Comment at 7:17 p.m.

Mayor Garrett asked about parking requirements. He would like to see language that requires parking off of Meyers Street.

City Attorney Logan Worley stated he would research and add parking language to the ordinance.

CONSENT AGENDA

**CITY COUNCIL MINUTES FOR MARCH 19TH AND APRIL 2, 2024 AND APRIL
VOUCHERS AND PAYROLL.**

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

STAFF REPORTS

FIRE DEPARTMENT

Fire Chief Phil Adams stated the Fire Department responded to 8 fires since the last City Council meeting. Calls included illegal burning, a fatal vehicle accident, structure fire and an underground diesel tank leak.

PUBLIC WORKS

Public Works Superintendent Dave Willey reported the SCADA System is still malfunctioning. The plan is to bring in some special engineers to solve the problem. He expressed concern that the 2024 wastewater budget is going to be spent on repairing the SCADA System.

Public Works Superintendent Dave Willey reported he hired a new employee for the summer parks position.

POLICE DEPARTMENT

Police Officer Hunter McDaneld stated Acting Police Chief Brandon Hoover is at a training. Officer McDaneld reviewed the call sheet for the last two weeks. (copy on file)

COMMITTEE REPORTS

KETTLE FALLS SWIMMING POOL

Council Member John Ridlington reported the Department of Health will be on site to inspect the swimming pool tomorrow.

BEAUTIFICATION PROJECT

Mayor Garrett stated there are several volunteers cleaning the median area and the Public Works Department will be installing a watering system in the median.

NEW BUSINESS

CITY HALL ROOF

Clerk/Treasurer Raena Hallam requested a motion accepting the City Hall Roof project as complete.

Council Member Mike Weatherman made a motion to pay D&D Construction for the completed project. Council Member John Ridlington seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Cliff King - yes, Council Member Shellee Haynes - yes and Council Member Michael Weatherman - yes.

POSSIBLE APPOINTMENT TO THE KETTLE FALLS PLANNING COMMISSION

Mayor Garrett stated that Joseph Owens submitted a letter of interest to serve on the Kettle Falls Planning Commission.

4-29-2024

To Mayor Jesse Garrett

This is a letter of interest for the Kettle Falls Planning Commission.

My name is Joseph C. Owens. I have lived in the Kettle Falls city limits since 2019. I am very interested in the Planning Commission position. I would love to have the opportunity to work with the city researching and recommending all that is required for this position. I know I would enjoy learning and growing into this position if given the opportunity to do so. If I am accepted on the Planning Commission it will be my pleasure to work with the staff on hand, the City Counsel, and you Mr. Mayor.

Thank you for your time.



Joseph C Owens

Council Member John Ridlington made a motion to authorize the Mayor to appoint Mr. Owens to the Kettle Falls Planning Commission. Council Member Shellee Haynes seconded the motion. Motion carried by all. Council Member John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Cliff King - yes, Council Member Shellee Haynes - yes and Council Member Michael Weatherman - yes.

OLD BUSINESS

ORDINANCE NO. 1825 - AN ORDINANCE AMENDING THE WATER RATES FOR WATER USERS

Council Member Mike Weatherman made a motion to adopt Ordinance No. 1825 by title only. Council Member Cliff King seconded the motion. Motion carried. Council Member John Ridlington - yes, Council Member Chris Shurrum - no, Council Member Cliff King - yes, Council Member Shellee Haynes - no and Council Member Michael Weatherman - yes.

PANORAMA RV PARK

Mayor Jesse Garrett reviewed a draft letter of support for Panorama RV Park:



City of
Kettle Falls
P.O. Box 457
Kettle Falls, Washington 99141

509-738-6821
(FAX) 509-738-4577
Mayor
City Council
Clerk/Treasurer
Building Inspector
Fire Department
Planning Commission
Project Manager/Grant Writer

509-738-6821
(FAX) 509-738-6773
Public Works Dept.
City Superintendent

509-738-6700
(FAX) 509-738-2052
Police Department

May 6, 2024

RE: Letter of Support - Panorama RV Park

The City of Kettle Falls acknowledges the existing use of recreational vehicles (RV) spaces (approximately 61 spaces per the site plan) in Panorama RV Park as reported on April 9, 2024. Thirty-seven (37) RV spaces are designated as year-round (per site map provided and conversation with Brenda Whitehorn) with the remaining twenty-four (24) being temporary spaces as defined in the Kettle Falls Municipal Code (KFMC) 17.01.042.

Although the park's initial approval via the City was only for temporary seasonal usage, over time it has evolved to its current state of providing year-round and temporary spaces. The city did not monitor these changes, nor were changes requested by the owner. Therefore, the city will grandfather in the existing status of each RV space and will allow the current levels of usage (as outlined above) to remain with the property purchaser. However, the purchaser will be required to apply for a conditional use permit for the record.

Any modification to year-round and/or temporary space status must meet International Building Code guidelines going forward. A change in the number of spaces occupied will not affect the designation of existing year-round spaces. Meaning, if less temporary spaces are occupied, they cannot be filled with year-round users.

Any changes or additions to the park configuration, such as additional lots, new roads, buildings, new utility access (water/sewer), etc., will be required to adhere to the current code requirements for RV Parks. This does not prohibit changes to utility connections that do not affect existing plat configurations. All RV Park requirements must be met accordingly.

As a reminder, the requirement for access to public streets must be met, whether the park is sold or not.

Please contact Kettle Falls City Hall if there are any questions at 509-738-6821.

Sincerely,

Jesse Garrett, Mayor
City of Kettle Falls

Mr. Farnam stated he doesn't agree with the number of designated as year-round and temporary RV spaces.

After discussion it was agreed Mr. Farnam would meet with City Attorney Logan Worley and staff to determine the correct numbers.

Mr. Larry Kulesza stated years ago the city removed the time limits for RV parks. What didn't get updated were the definitions. That has caused all the confusion.

PUBLIC COMMENT

HIGH SCHOOL SIDEWALK PROJECT

Council Member Chris Shurrum asked what the status is of the High School Sidewalk Project. Public Works Superintendent Dave Willey responded that a meeting is scheduled for tomorrow afternoon.

ADJOURNMENT

Mayor Jesse Garrett adjourned the meeting at 8:13 p.m.

Approved:

Jesse Garrett, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer