

**KETTLE FALLS CITY COUNCIL**  
**FEBRUARY 6, 2024**

**CALL TO ORDER**

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

**ROLL CALL**

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

**STAFF**

Staff - Raena Hallam, Dave Willey, Phil Adams and Larry Kulesza.

Guests - Jody Emra, Joe and Jodi Owens, Matt Morkert and Hunter Carol.

**ANNOUNCEMENTS AND MAIL RECEIVED**

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

**PUBLIC COMMENT**

**PUBLIC HEARING - 2024 UTILITY RATES (Water, Sewer and Garbage)**

Clerk/Treasurer Raena Hallam reported the proposed garbage rates are set according to the contract with Sunshine Disposal. The proposed increase is 2.85%

Clerk/Treasurer Raena Hallam stated the 2024 budget was adopted with the inclusion of a sewer increase of \$9.50 per month. This brings the current sewer rate from \$70.50 to \$80.00. Raena further stated the Council Utilities Committee has recommended increasing the rate for inflation which is 5.1%.

Clerk/Treasurer Raena Hallam referred to the Water Rate Study provided by RCAC as homework for the City Council. Raena reminded City Council of the Water Rate Study Workshop scheduled for February 15, 2024 at 6:00 p.m.

Planning Assistant Larry Kulesza stated the Council Utilities Committee recommends rates should be increased for the 5.1% inflation rate.

**CONSENT AGENDA**

**CITY COUNCIL MINUTES FOR JANUARY 16, 2024 AND JANUARY, 2024  
VOUCHERS**

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 John Ridlington - yes, Council Member Chris Shurrum - yes, Council Member Cliff King - yes, Council Member Michael Weatherman - yes and Council Member Shellee Haynes - yes.

**STAFF REPORTS**

**PUBLIC WORKS**

Public Works Superintendent Dave Willey reported the new SCADA system is installed and they are currently working out the bugs. Dave further reported the department is marking points for GIS mapping.

**FIRE DEPARTMENT**

Fire Chief Phil Adams reported no fires and the fire department banquet is scheduled for February 17, 2024.

**POLICE DEPARTMENT**

Officer Brandon Hoover reported the department responded to a large incident with the Sheriff's department, homeland security and border patrol. An arrest was made for child pornography and additional charges may be coming.

**CLERK/TREASURER**

Clerk/Treasurer Raena Hallam referred to the Entrance Audit report she distributed to City Council. (Copy on file)

Clerk/Treasurer Raena Hallam stated the department would be upgrading the Vision Utility Billing program this week.

**PLANNING COMMISSION**

Planning Commission Chair Jody Emra reported the planning commission approved a lot line adjustment for the Senior Center under a Type I administrative review.

Planning Commission Chair Jody Emra referred to the draft Kettle Falls Park Plan distributed to City Council. Jody stated the planning commission has forwarded it to the City Council for review.

Planning Commission Chair Jody Emra stated the Planning Commission reviewed the term lengths for the commission and discussed reformatting service years.

Planning Commission Chair Jody Emra stated the Planning Commission also discussed the proposed Linton property annexation and are working on determining access to the property.

**COMMITTEE REPORTS**

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

**NEW BUSINESS**

**CENTURY WEST ENGINEERING**

Mr. Matt Morkert, Century West Engineering, reviewed the current status of projects with City Council.



**KETTLE FALLS**

Project Status Update, February 6, 2024

PROJECT NAME (FUNDING SOURCE)	STATUS	NEXT STEPS	ACTION NEEDED
<b>Reservoir Lining</b>	Project under way Roof leaking needs to be sealed. Contractor has product to seal roof but weather dependent. Tank offline to prevent contamination	Project Completed?	
<b>Sidewalk at High School Path in Happy Dell Park</b>	Design Complete, working out right of way issues with WSDOT (won't allow sidewalk on School Property)	Follow up with NEWRTPO/WSDOT on funding increase. Waiting on more information. Propose moving forward with prospectus update and only doing sidewalk along Juniper	Direction from WSDOT/NEWRTPO on additional funding or revised scope with existing budget Provide new prospectus to get scope in line with budget and move forward with bidding.
<b>Roof on City Hall</b>	Roof is leaking. D&D Construction hired to re-roof	City to coordinate Construction	Complete Construction
<b>Police Building Roof</b>	Needs reroofed. Looking for grant funding to complete work	Need to find funding, hopefully grant funding, to reroof building	USDA-RD Community Facilities, likely mostly loan WASPC grant possible? Is KF part of WASPC?
<b>Water Rate Study with RCAC</b>	RCAC developing water rate study for the City to give guidance on what water rates should be	RCAC to complete study	CWE can help support if needed
<b>2MG Tank Recoating</b>	2MG tank needs to be recoated. Rust showing through in places. Needs to be sandblasted and recoated. City would like to find grant funding for this work	Look for funding opportunities, hopefully grants, to do the work.	USDA-RD funding mostly loan DWSRF through DOH – all loan KF not CDBG eligible PWTF loan
<b>TIB Projects – Scrub Seal</b>	Applications submitted for several street segments to be scrub sealed 11 <sup>th</sup> , 5 <sup>th</sup> , Horseshoe, Narcissus Crack Seal: Meyers -3 <sup>rd</sup> to 10 <sup>th</sup>	No projects awarded in 2023 Discussed projects with Andrew Beagle at TIB. He suggested expanding preservation projects for economy of scale. Also suggested looking at options for Meyer to reduce pavement width (maybe 1 lane each	Look at funding priorities, options for Meyer, preservation project areas and figure out application priorities in 2024





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		direction?) and possibly a roundabout in front of the school?	
<b>TIB Projects – ATP (Sidewalks)</b>	Application submitted for curb ramps on Juniper Street and new Sidwealk on 6 <sup>th</sup> Ave	No projects awarded 2023	Reapply in 2024
<b>Radio Read Meters</b>	City wants to update meters to radio read meters. Need funding or a plan for how to make that happen	Need to evaluate existing meters and upgrade options. Maybe get a sales pitch from meter reps on why theirs is best. City preference now is Sensus. Find funding for meter replacement on a 5-6 year cycle	CWE to investigate funding options
<b>2.8 mile main to river wells</b>	Line needs rehabilitation or replacement. Looking for economical options and funding	Need to evaluate the best options for rehabbing this line and what funds are available for that	CWE to investigate funding options and rehab options
<b>Annual CIPP</b>	City has an annual CIPP project.	May not happen in 2024 due to other funding demands on budget	CWE to help City evaluate segments for CIPP or other potential grant funding
<b>Lagoon Biosolids</b>	Lagoons are 10 years into 20 year cycle.	Planning for when and how lagoons are dredged. It appears they are not filling as fast as anticipated and may not be needed at the 20 year timeframe	City to keep evaluating sludge depth annually and preparing for dredging in 10+



**ORDINANCE NO. 1822 – AN ORDINANCE AMENDING THE KETTLE FALLS MUNICIPAL CODE CHAPTER 10.88 – SNOWMOBILES AND OFF ROAD VEHICLES.**

Council Member Michael Weatherman made a motion to introduce Ordinance No. 1822 by title only. Council Member Chris Shurrum seconded the motion. Motion carried by all. Council Member John Ridlington – yes, Council Member Chris Shurrum – yes, Council Member Cliff King – yes, Council Member Michael Weatherman – yes and Council Member Shellee Haynes – yes.

**CITY HALL CLOSURE FOR TRAINING**

Clerk/Treasurer Raena Hallam City Hall will be closed for the next three Wednesdays beginning at 3:00 p.m. for training for the new utility billing program. It is anticipated training will be ongoing for at least 2 months.

**POSSIBLE APPOINTMENT FOR MAYOR PRO-TEMP**

Council Member Michael Weatherman made a motion to nominate Council Member John Ridlington as Mayor Pro-Temp. 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 Michael Weatherman - yes and Council Member Shellee Haynes - yes.

**OLD BUSINESS**

**ELECTED OFFICIALS TRAINING**

Clerk/Treasurer Raena Hallam reminded City Council of the Elected Officials training on February 28, 2024 beginning at noon.

**PUBLIC COMMENT**

**PICKLEBALL STORAGE SHED**

Planning assistant Larry Kulesza reported he has a problem with the choice of location of the pickleball storage shed and the fact it is not ADA accessible. After research, he stated he found the Pickleball Association requires the storage box to be ADA accessible. He further pointed out the shed was supposed to be next to the parking area.

Planning Assistant Larry Kulesza stated the door on the shed faces the stage diminishing visibility. He further stated the doors are often left open and youth use it for smoking.

Planning Assistant Larry Kulesza stated he would like to contact the Pickleball Club.

Public Works Superintendent Dave Willey stated he met with the Mayor and the Pickleball Club prior to its placement.

**ADJOURNMENT**

Mayor Jesse Garrett adjourned the meeting at 8:07 p.m.

Approved:

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

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