

KETTLE FALLS CITY COUNCIL MEETING
MAY 20, 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, Phil Adams, Logan Worley, Brandon Hoover and Raena Hallam.

Guests - Jody Emra, Nick Gourlie and Joe Owens.

ANNOUNCEMENTS AND MAIL RECEIVED

As there were no Announcements or 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 APRIL 15, 2025

Council Member Michael Weatherman 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 Cliff King - yes and Council Member Michael Weatherman - yes.

STAFF REPORTS

PUBLIC WORKS

Public Works Superintendent Dave Willey reported the department is doing a lot of spring cleaning. All of the sprinklers are on and running in the parks and swales. Mayor Jesse Garrett thanked the department for fixing the sprinklers on the meridian.

Public Works Superintendent Dave Willey stated he is waiting for parts for the clarifier for septage receiving.

Public Works Superintendent Dave Willey stated Floener Electric will install the VFD in Well #2 tomorrow.

FIRE DEPARTMENT

Fire Chief Phil Adams stated they had two runs in the last couple weeks. They had good house fire training last week and will be doing hose tests on May 31st.

POLICE DEPARTMENT

Police Chief Brandon Hoover stated they are scheduled for a lot of training in the next few weeks. Including training for tasers and body cameras. His next project will be addressing the gun range.

Council Member Michael Weatherman asked if Chief Hoover has ever considered a Code Enforcement officer.

Police Chief Brandon Hoover stated he has but it would fall more under the direction of the administration than him. Code enforcement deals with more civil issues rather than criminal.

PLANNING COMMISSION

Planning Commission Chair Jody Emra stated the planning commission meeting is tomorrow night. The agenda includes a public hearing for a conditional use permit for the Tannery.

CLERK/TREASURER

Clerk/Treasurer Raena Hallam distributed a draft copy of the Annual Report for fiscal year 2024. Raena asked City Council to review for errors and please contact her if they have any questions or suggestions. Raena stated she would be meeting with the Finance Committee this week and submitting the report by May 30th.

COMMITTEE REPORTS

As there were no Committee Reports, City Council moved on to the Consent Agenda.

NEW BUSINESS**UPPER COLUMBIA POOL DISTRICT – REQUEST FOR FUNDS**

rhallam kettle-falls.com

From: Sherry Kaelber
Sent: Monday, May 12, 2025 6:19 PM
To: rhallam kettle-falls.com
Subject: Upper Columbia Pool District
Attachments: 2025 Budget.pdf

Hi There,

The Upper Columbia Pool District would like to request the funds set aside by the City of Kettle Falls. We are working on getting the pool ready for the season and the funds from the City of Kettle Falls will help us purchase the necessary chemicals, additional lifeguard equipment, and assist with any other expenses that may come up.

Attached is our 2025 budget.

Thank you,

Sherry

**Upper Columbia Pool District Budget
2025 Estimated Revenue**

Account Number	Description	Budget 2025
Swimming Pools		
Beginning Fund		
001-000-000-311-10-01-00	UCPD Property Taxes	\$34,000.00
001-000-000-337-10-01-00	City of Kettle Falls	\$20,000.00
001-000-000-347-30-01-00	Swimming Pool Fees - Daily Fees	\$7,500.00
001-000-000-347-30-02-00	Municipal Pool Rental Charges	\$1,000.00
001-000-000-347-30-04-00	School Use of Pool - Gym Classes	\$1,000.00
001-000-000-347-30-06-00	Individual & Family Pool Passes	\$9,500.00
001-000-000-347-30-07-00	Swimming Pool Punch Cards	\$500.00
001-000-000-347-30-08-00	Red Cross Lifeguard Training	\$0.00
001-000-000-347-61-01-00	Swim Lessons	\$5,500.00
001-000-000-347-61-03-00	WSI Course Fees	\$0.00
	Donations	\$7,500.00
		\$86,500.00

Estimated Expenditure

Account Number	Description	Budget 2025
Swimming Pools		
001-000-000-576-20-11-00	Swimming Pool: Salaries	\$47,000.00
001-000-000-576-20-21-00	Swimming Pool: Payroll Taxes	\$6,500.00
001-000-000-576-20-22-00	Swimming Pool: Uniforms/Cloth.	\$400.00
001-000-000-576-20-31-00	Swim Pool: Office/Oper. Supp.	\$1,500.00
001-000-000-576-20-31-01	Swim Pool: Pool Chemicals Etc	\$10,000.00
001-000-000-576-20-34-00	Swim Pool: Prof Services	\$4,500.00
001-000-000-576-20-42-00	Swim Pool: Communications	\$1,000.00
001-000-000-576-20-43-00	Swim Pool: Permits	\$0.00
001-000-000-576-20-46-00	Swim Pool: Insurance	\$6,500.00
001-000-000-576-20-47-00	Swim Pool: Public Utility Serv	\$0.00
001-000-000-576-20-48-00	Swim Pool: Repairs & Maint.	\$1,100.00
001-000-000-576-20-49-00	Swim Pool: Training	\$2,000.00
001-000-000-576-20-50-00	Swim Pool: Taxes	\$1,500.00
	Swim Pool: Capital Expenditure	\$4,500.00
		\$86,500.00

Council Member John Ridlington reported the drainage system in the pool is leaking. Opening day for the pool has been set back to late June, 2025. John further stated it is under warranty.

Council Member Michael Weatherman moved to authorize payment of the \$20,000 already budgeted to the Upper Columbia Pool District for the Kettle Falls Swimming Pool. 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.

HIGH SCHOOL CONNECTOR SIDEWALK PROJECT - CHANGE ORDER #1 AND PAYMENT

CHANGE ORDER

Order No. 1
Date: May 2, 2025
Agreement Date: January 29, 2025

NAME OF PROJECT: High School Connector Sidewalk Project
OWNER: City of Kettle Falls
CONTRACTOR: Wm. Winkler Co.

The following changes are hereby made to the CONTRACT DOCUMENTS for City of Kettle Falls, High School Connector Sidewalk Project.

Project:

CHANGES, ADDITIONS, DELETIONS AND/OR CLARIFICATIONS:

1. Quantity Adjustment

Description: Adjustment of quantities from estimated quantities to actual installed quantities.

Justification: During construction, quantities for some bid items are adjusted to meet the required quantity in the field. Justification for each item is as follows:

- Work Zone Safety Contingency: This contingency for additional traffic control was not needed or used.
- Crushed Surfacing Top Course: Quantity increased to actual quantity installed.
- Commercial HMA: Quantity increased to actual quantity installed. Patching areas were increased to tie into competent adjacent pavement.
- Cement Conc. Driveway Entrance Type 3: The driveway entrance area was increased to accommodate the adjacent apartment complex and preserve parking spaces for tenants.
- Cement Conc. Sidewalk: Sidewalk area was reduced as an offset by the increase in Driveway Entrance area.
- Cement Conc. Traffic Curb: Quantity decreased to actual quantity installed. The original estimated quantity included curb along the driveway entrances, which was not included in the final design or installed.
- Cement Conc. Pedestrian Curb: Quantity increased to actual quantity installed.
- Cement Conc. Curb Wall: Quantity increased to actual quantity installed.
- Painted Crosswalk Line: Quantity increased to actual quantity installed. Additional striping was needed for additional asphalt patching areas.
- Seeding, Fertilizing, and Mulching: Quantity increased to actual quantity installed.

Item	Description	Units	Quantity	Unit Price	Total
6	Work Zone Safety Contingency	EST	-1	\$3,000.00	-\$3,000.00
8	Crushed Surfacing Top Course	TN	+2.62	\$90.60	\$237.37
9	Commercial HMA	TN	+4.37	\$773.00	\$3,378.01
10	Cement Conc. Driveway Entrance Type 3	SY	+19	\$79.10	\$1,502.90
11	Cement Conc. Sidewalk	SY	-11	\$67.60	-\$743.60
15	Cement Conc. Traffic Curb	LF	-181	\$38.70	-\$7,004.70

16	Cement Conc. Pedestrian Curb	LF	+26	\$53.50	\$1,391.00
17	Cement Conc. Curb Wall	LF	+12	\$127.50	\$1,530.00
18	Painted Crosswalk Line	SF	+64	\$4.45	\$284.80
19	Seeding, Fertilizing, and Mulching	AC	+0.02	\$6,940.00	\$832.80
Quantity Adjustment Subtotal					-\$2,285.42

2. Additional Work

Description: Additional surveying provided by the Contractor to adjust grades to accommodate site conditions.

Justification: After initial layout of lines and grades for the sidewalk, it became apparent that localized areas would not drain well. The Contractor's surveyor adjusted lines and grades to maintain the original nature of the design, while improving drainage characteristics.

Description	Units	Quantity	Unit Price	Total
Additional Surveying	LS	1	\$750.00	\$750.00
Additional Work Subtotal				\$750.00

3. Change Order Totals

Quantity Adjustment Subtotal	-\$2,285.42
Additional Work Subtotal	\$750.00
Change Order 1 Total	-\$1,535.42

Original Base Bid CONTRACT PRICE: \$ 225,345.00

Change Order Items this CHANGE ORDER NO. 1: \$ -1,535.42

The new CONTRACT PRICE for the City of Kettle Falls, High School Connector Sidewalk Project, including this CHANGE ORDER NO. 1, will be \$223,809.58

Change to CONTRACT TIME: 0 Days Total Contract Time is 20 working days.

All work, materials, and measurements to be in accordance with the provisions of the Contract Documents, including Standard Specifications and Special Provisions and additional provisions contained herein for the type of construction involved.



City of Kettle Falls
Kettle Falls High School Connector Sidewalk
PROGRESS PAYMENT #1
Work done through: April 14, 2025


OWNER: City of Kettle Falls
ENGINEER: Century West Engineering
Contractor: Wm Winkler Co

SECTION	BID ITEM DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	CURRENT QUANTITY	PREVIOUS TO DATE QUANTITY	JOB TO DATE QUANTITY	JOB TO DATE AMOUNT	JOB AMOUNT THIS PERIOD
BASE BID - Sch. A									
1	Mobilization	1	LS	\$76,513.00	1.00	0.00	1.00	\$76,513.00	\$76,513.00
2	Roadway Surveying	1	LS	\$5,976.00	1.00	0.00	1.00	\$5,976.00	\$5,976.00
3	ADA Features Surveying	1	LS	\$707.30	1.00	0.00	1.00	\$707.30	\$707.30
4	SPCC Plan	1	LS	\$388.00	1.00	0.00	1.00	\$388.00	\$388.00
5	Project Temporary Traffic Control	1	LS	\$6,447.00	1.00	0.00	1.00	\$6,447.00	\$6,447.00
6	Work Zone Safety Contingency	1	EST	\$3,000.00	0.00	0.00	0.00	\$0.00	\$0.00
7	Clearing and Grubbing	1	LS	\$31,160.00	1.00	0.00	1.00	\$31,160.00	\$31,160.00
8	Crushed Surfacing Top Course	200	TN	\$90.60	202.62	0.00	202.62	\$18,357.37	\$18,357.37
9	Commercial HMA	5	TN	\$773.00	9.37	0.00	9.37	\$7,243.01	\$7,243.01
10	Cement Conc. Driveway Entrance Type 3	205	SY	\$79.10	224.00	0.00	224.00	\$17,718.40	\$17,718.40
11	Cement Conc. Sidewalk	445	SY	\$67.60	434.00	0.00	434.00	\$29,338.40	\$29,338.40
12	Cement Conc. Curb Ramp Type Parallel B	3	EA	\$1,759.00	3.00	0.00	3.00	\$5,277.00	\$5,277.00
13	Cement Conc. Curb Ramp Type Perpendicular B	1	EA	\$1,759.00	1.00	0.00	1.00	\$1,759.00	\$1,759.00
14	Cement Conc. Curb Ramp Type Single Direction A	1	EA	\$1,759.00	1.00	0.00	1.00	\$1,759.00	\$1,759.00
15	Cement Conc. Traffic Curb	273	LF	\$38.70	92.00	0.00	92.00	\$3,560.40	\$3,560.40
16	Cement Conc. Pedestrian Curb	105	LF	\$53.50	131.00	0.00	131.00	\$7,008.50	\$7,008.50
17	Cement Conc. Curb Wall	52	LF	\$127.50	64.00	0.00	64.00	\$8,160.00	\$8,160.00
18	Painted Crosswalk Line	128	SF	\$4.45	192.00	0.00	192.00	\$854.40	\$854.40
19	Seeding, Fertilizing, and Mulching	0.1	AC	\$6,940.00	0.12	0.00	0.12	\$832.80	\$832.80
TOTAL BASE BID SCHEDULE A								\$223,059.58	\$223,059.58

Change Orders

CO-01	Additional Surveying	1	LS	\$750.00	1.00	0.00	1.00	\$750.00	\$750.00
Total - Change Orders								\$750.00	\$750.00

 5/12/2025
RECOMMENDED FOR APPROVAL - CENTURY WEST ENGINEERING CORP. DATE

 5/12/25
ACCEPTED - WM. WINKLER COMPANY DATE

APPROVED - CITY OF KETTLE FALLS DATE

WORK COMPLETED TO DATE	\$223,809.58	\$223,809.58
Sub-Total	\$223,809.58	\$223,809.58
RETAINAGE 0%	\$0.00	\$0.00
LESS PREVIOUS PAYMENTS	\$0.00	
AMOUNT DUE	\$223,809.58	

Council Member John Ridlington made a motion to approve the change order and authorize payment of \$223,809.58 WM Winkler Co. 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.

**ORDINANCE NO. 1843 - AN ORDINANCE AMENDING KETTLE FALLS
MUNICIPAL CODE CHAPTER 8.24 SECTION 8.24.020 REGARDING THE USE
AND DISCHARGE OF FIREWORKS**

Mayor Garrett reminded City Council the proposed ordinance will not be in effect for 12 months. He suggested introducing the ordinance so it would be in effect next year if adopted. He also stated once it is introduced the ordinance could be discussed further during the next meeting.

Council Member John Ridlington made a motion to introduce Ordinance No. 1843 by title only. 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

OLD BUSINESS

**ORDINANCE NO. 1842 - AN ORDINANCE OF THE CITY OF KETTLE FALLS,
WASHINGTON AMENDING THE CURRENT KETTLE FALLS ZONING MAP.**

Council Member Michael Weatherman made a motion to adopt Ordinance No. 1842 by title only. Council Member John Ridlington seconded the motion. Motion carried. Council Member John Ridlington - yes, Council Member Chris Shurrum - no, Council Member Shellee Haynes - no, Council Member Cliff King - yes and Council Member Michael Weatherman - yes

PUBLIC COMMENT

EV CHARGING STATION

Ms. Tishan Kehoe, 320 W. 8th, stated she is concerned about the proposed area for the EV charging station. She stated she uses that intersection every day and it is already difficult to get in and out of. She feels it will cause additional traffic issues.

Mayor Jessee Garrett stated it must be placed on City property and that is an area the City owns. It will lose three parking spaces. Mayor Garrett thanked Ms. Kehoe for her comments and they will be taken into consideration.

ADJOURNMENT

Mayor Jesse Garrett adjourned the meeting at 7:40 p.m.

Approved:

Jesse Garrett, Mayor

Attest: _____
Raena Hallam, Clerk/Treasurer