



**Minutes**  
**1418<sup>th</sup> Regular Council Meeting**  
**September 13, 2023**

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**6:00 p.m. Regular Council Meeting**

Mayor Bob Poch called the 1418<sup>th</sup> regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

**Roll Call**

Council members present: Kevin Black, Merv Schmidt, Dale Rey and Keith St. Jeor. Larry Hall was excused absent.

Staff Present: Clerk/Treasurer Stefani Bowden, Public Works Superintendent Mike Steffens and Police Chief Paul Bowden.

Also in attendance were SCJ Planners Alicia Ayars and Mike Manning and Scott Hunter of the Star Newspaper.

**Pledge of Allegiance**

Dale Rey led the Pledge of Allegiance.

**Public Input**

None

**Updates and Modifications to Agenda**

None

**Consent Agenda**

(m/s Schmidt/St. Jeor) to approve the consent agenda. Motion carried.

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Vouchers:                      Claim Vouchers and Checks:

Claim Voucher No. 41098 through 41122 and EFTs dated September 13, 2023 in the total amount of \$ 40,197.96.

Manual Vouchers:          Claim Voucher No. 41088 dated August 29, 2023 in the amount of \$1,150.00, EFT CPL-08.24.23, and EFT WEXBANK(CONOCO) dated September 7, 2023 in the total amount of \$ 994.49.

Payroll Checks: Payroll Check No.'s 41075, 41089 through 41097, \_EFT's and direct deposits dated August 15 and 31, 2023 in the total amount of \$110,679.42.

### **Action Agenda**

- a. AB 2023-08, Resolution No. 2023-05 - Shoreline Master Program  
Planner Alicia Ayars reviewed the update process of the Shoreline Master Program. All the required steps have been completed and the plan is ready for adoption. After adoption, it will be forwarded to the Department of Ecology for finalization. (m/s Rey/Schmidt) to approve Resolution No. 2023-05, adopting the Shoreline Master Program plan. Motion carried.
- b. AB 2023-07, Ordinance No. 810 – Amending CDMC Chapter 10.10, Parking  
Ordinance No. 810 was approved on July 12, 2023 with changes. Due to the changes needed, the Clerk requested at the August 23, 2023 council meeting that the council rescind the adoption action so that the amended Ordinance could undergo revisions and be presented again for final adoption at the next council meeting. The revisions were made to include a 3-hour parking limit at Mead Park and is ready for final adoption. (m/s Schmidt/St. Jeor) to adopt Ordinance No. 810 amending CDMC 10.10 relating to parking. Motion carried.

### **Discussion Agenda**

- a. Rezone and Short-Term Rental Status Updates – SCJ Alliance  
SCJ Alliance Planner Mike Manning provide status updates on the rezoning of two parcels on Lincoln Ave and the short-term rental code. Both property owners involved affected by the rezone have signed off on the application. The next step will be to start the public comment period and the SEPA checklist. A public hearing is anticipated to take place at the first council meeting in October.

The council had several questions and comments regarding the proposed short-term rental code. Councilman Keith St. Jeor wanted it made clear in the code that no Park Model trailers will be allowed. The council inquired about requiring annual inspections for fire safety and requested that an annual inspection fee be assessed at the time of annual business license renewal.

- b. Historic Theater Grant  
Chamber Executive Director Kaitlyne Winebar informed the council of a grant opportunity to rehabilitate the theater. One of the requirements is that the theater would have to be put on the historical registry. The council had some concerns about that requirement but felt it was worthwhile to continue looking into and pursuing the grant.

c. Clean Energy Transformation Act (CETA)

The Clerk informed the council that the Town is required to follow CETA requirements for the electric utility. The process and requirements are still unclear to the Clerk. She is working with other neighboring entities for guidance. The State Auditor has scheduled a CETA audit for the end of September.

**Staff, Council & Committee Report**

Council

Dale Rey asked if any progress has been made with Elmer City regarding the sewer treatment and payment issues and if another attorney has been retained yet. No attorney has been retained but the Mayor will make it a priority.

Mayor

Mayor stated that the Regional Board of Mayor's needs a truck to use for the chipping event this fall at the transfer station. He asked if the council had any objections to loaning Coulee Dam's chip box truck for the day. The truck would be delivered by Coulee Dam employees and it would remain stationary at the transfer station for the duration of the event. Keith St. Jeor was not in favor of loaning the truck. He feels that each town should have their own dump truck that they could use. Dale Rey questioned who would pay for the gas and whose insurance would be liable.

Mayor Poch informed the council that negotiations have been opened by the Labor Union and asked for council volunteers to sit on the negotiation committees. St. Jeor and Rey sat on the committee during the previous negotiation period. Rey stated that he would be unavailable for the upcoming period. Mayor appointed St. Jeor and Black to the committee for the 2024-2026 negotiation period.


Clerk

The Town has received a preliminary notice that the sewer lining project was selected for Public Works Trust Fund (PWTF) funding in the amount of \$336,000 but no specifics as to whether it will be grant or loan or a combination of both has been provided yet.

2024 Budget is coming up. Requests have been sent out to department heads.

**Adjournment**

Mayor Poch adjourned the meeting at 7:12pm

Mayor   
Bob Poch

Clerk   
Stefani Bowden