



**Minutes**  
**1430<sup>th</sup> Regular Council Meeting**  
**April 24, 2024**

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**5:00p.m. Executive Session – Estimated time of one hour**

*RCW 42.30.110 (1) (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*

The executive session convened at 5:08pm. In attendance were Councilmembers Black, Schmidt, Adkins and St. Jeor, Attorney Ron VanWert, Clerk/Treasurer Stefani Bowden, Deputy Clerk Shanee Breeze and Mayor Bob Poch (via telephone). The executive session adjourned at 5:57pm.

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

Mayor Pro-Tem Keith St. Jeor called the 1430<sup>th</sup> regular meeting of the Coulee Dam Town Council to order at 6:01 p.m.

**Roll Call**

Council members present: Kevin Black, Merv Schmidt, John Adkins and Keith St. Jeor. Larry Hall was absent. Mayor Poch joined the meeting via teleconference.

Staff Present: Clerk/Treasurer Stefani Bowden, Deputy Clerk Shanee Breeze and Police Chief Paul Bowden.

**Pledge of Allegiance**

Merv Schmidt led the Pledge of Allegiance.

**Public Hearing**

a. **GMA Compliance – Critical Areas Ordinance (CAO)**

The public hearing opened at 6:02pm. SCJ Alliance Planner, Mike Manning reviewed the need for the Town to adopt a critical areas ordinance (CAO) to be in compliance with the Growth Management Act. New state laws allow small towns to adopt the county ordinance. The Department of Commerce suggested that Coulee Dam adopt the Grant County CAO as it is current and meets the requirements. This public hearing starts the 60-day review process. At the end of the review process, the Town will then be able to pass a resolution to adopt the CAO. With no public comments, the hearing closed at 6:05pm.

## **Updates and Modifications to Agenda**

None

## **Consent Agenda**

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

Minutes                      Regular Council Meeting – March 27, 2024

Vouchers:                      Claim Vouchers and Checks:  
Claim Voucher No. 41546 through 41582 and EFTs dated April 10, 2024 in the total amount of \$ 56,616.38.

Claim Voucher No. 41584 through 41610 and EFTs dated April 24, 2024 in the total amount of \$ 85,548.92.

Manual Vouchers:              Claim Voucher No. 41543, dated March 28, 2024 in the amount of \$5,402.75, 41544 through 41545 dated April 2, 2024 in the total amount of \$493,913.63, CPL-04.15.24 in the amount of \$18.00.

Payroll Checks:                Payroll Check No.'s 41511 through 41512, 41536 through 41542, EFT's and direct deposits dated March 15 and 29, 2024 in the total amount of \$107,535.36.

## **Action Agenda**

- a. Resolution No. 2024-01, Interlocal Agreement (Number Assignment and Ratification)  
(m/s Black/Adkins) to approve and ratify the assignment of Resolution Number 2024-01 to the Interlocal Agreement that was previously approved by council. Motion carried.
- b. Resolution No. 2024-02, Surplus Property  
(m/s Schmidt/Black) to approve Resolution No. 2024-02, declaring certain town property to be surplus. Motion carried.
- c. Internet for Town Hall Ballroom and Town Hall Firewall Updates  
There has been an increasing need and request that the Town install Wi-Fi internet in the Ballroom for event use. In researching the costs of the installation, it was discovered by the Town's IT that the firewall for the Clerk's Office is very outdated and at risk of failure. If the firewall and Wi-Fi internet are completed at the same time, it would save on travel and installation costs from IT. The overall cost for the Wi-Fi installation and firewall upgrades is estimated at \$3789. (m/s Adkins/Schmidt) to approve the installation of Wi-Fi in the ballroom and the firewall upgrades for Town Hall. Motion carried.

### **Discussion Agenda**

None

### **Staff, Council & Committee Report**

#### **Clerk**

The Clerk informed the council that she will be out on vacation the week of May 6<sup>th</sup> through the 10<sup>th</sup> and will not be at the May 8<sup>th</sup> council meeting. The new Deputy Clerk, Shanee Breeze will be able to attend the council meeting in the Clerk's absence. There was a brief discussion regarding cancelling the May 8<sup>th</sup> council meeting if there are no pressing agenda items. The Clerk will let the council know what the agenda looks like before she leaves on vacation so a decision can be made whether to cancel or not.

#### **Adjournment**

(m/s Schmidt/Black) to adjourn the meeting at 6:20pm

Mayor Pro-Tem

  
Keith St. Jeor

Clerk

  
Stefani Bowden