



Minutes
1431st Regular Council Meeting
May 22, 2024

6:00 p.m. Regular Council Meeting

Mayor Poch called the 1431st regular meeting of the Coulee Dam Town Council to order at 6:00 p.m.

Roll Call

Council members present: Kevin Black, Merv Schmidt, John Adkins (via teleconference) 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.

Pledge of Allegiance

Merv Schmidt 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.

Minutes Regular Council Meeting – April 24, 2024

Vouchers: Claim Vouchers and Checks:
Claim Voucher No. 41622 through 41639 and EFTs dated May 8,
2024 in the total amount of \$ 59,291.48.

Claim Voucher No. 41641 through 41657 and EFTs dated May 22,
2024 in the total amount of \$ 76,812.28.

Manual Vouchers: Claim Voucher No. 41619 through 41621 dated April 30, 2024 in the
total amount of \$278,196.96, CPL-05.13.24 , CPL-05.15.24 , and CPL-
05.15.24 in the total amount of \$78.00.

Payroll Checks: Payroll Check No.'s 41583, 41611 through 41618, EFT's and direct deposits dated April 15 and 30, 2024 in the total amount of \$113,975.21.

Action Agenda

None

Discussion Agenda

a. Security Cameras for Mason Park

The Town has received a security camera from Verkata, which is a part of the company that the town leases the police department copier from, to use on trial for 30 days. Currently it is installed on the Town Hall building. The inexpensive camera system that was installed at the restrooms and tourist information center in Mead Park within the past couple of years has been broken. Chief Bowden would like to get quotes from Verkata to install cameras at the Mead Park restrooms and the Town shop. A meeting has been scheduled with Verkata to do a site visit next week so that a quote can be prepared.

b. 2023 Annual Financial Report

All council members were provided with a copy of the draft 2023 annual financial report. The finance committee had previously been tasked with review of the report. The Clerk will be submitting the report in a few days as it is due no later than the 29th. She hopes to have it submitted by Friday, the 24th.

c. BPA Energy Efficiency Incentive Funds

Clerk Stefani Bowden has been working with Harvest Foods and BPA to see if any energy rebates are available for the installation of the new freezers at the grocery store. The Clerk just received word earlier in the day that the project would qualify for approximately \$70,000 with a \$20,000 performance payment back to the Town. However, the Town's Energy Efficiency Fund balance is around \$78,000. If the Town chooses to award this project, it would deplete the fund. The BPA Energy Representative said that if the Town has another energy project come up, that she would do her best to get some additional funding through grants and other programs.

The Town donated around \$30,000 of unused and expiring funds last year because the Town did not have enough qualifying projects to use the funds on. The Council felt that providing the rebate to Harvest Foods was a good use of the funds and would rather use up all of the funds on projects within our community than to lose them or donate them outside of the area. BPA and the Clerk feel that this is a really good project from an energy standpoint as the store is one of the largest electric users of the Town. (m/s St. Jeor/Schmidt) to award the energy rebate to Harvest Foods up to their eligible amount. Motion carried.

Staff, Council & Committee Report

Public Works

Superintendent Steffens reported that the Parks Maintenance position has been filled by Kyle Holt.

Steffens informed the council of some more side sewer issues and more claims from property owners that have been filed against the Town's insurance. A few years ago there was a proposal to amend the sewer ordinance which would put the side sewer responsibility on the property owners but the council turned it down against the recommendation of the insurance company. The insurance claim adjuster and risk manager are suggesting that the town re-visit the issue and reconsider the ordinance again. They will be assisting the Town in drafting an ordinance and will prepare a presentation for the council.

Clerk

The first quarter 2024 financial report was provided to the council.

The Town has earned the WellCity Award again which provides for a 2% discount on medical insurance premiums. This is earned through employee participation in the wellness program and by meeting certain standards required by AWC.

Council

Keith St. Jeor asked about the graveled sections on 6th Street. Superintendent Steffens stated that it will be repaired during the TIB Chip Seal Project this summer.

Adjournment

Mayor Poch adjourned the meeting at 6:33pm.

Mayor 
Bob Poch

Clerk 
Stefani Bowden