



Minutes
1432nd Regular Council Meeting
June 12, 2024

6:00 p.m. Regular Council Meeting

Due to lack of a quorum, Mayor Poch did not officially open the meeting.

Roll Call

Council members present: Kevin Black and Keith St. Jeor. The Clerk announced that Merv Schmidt had called in and asked to be excused earlier in the day. Merv Schmidt, John Adkins and Larry Hall were absent.

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

Public Input

Carolina Leadingham was in attendance to voice her concerns over dog issues. She asked what could be done about the neighbor's dogs being on her property but admitted to never reporting the issue to the police. Police Chief Paul Bowden told her that they don't know it is happening if she doesn't report it. A brief discussion was held on animal control but without a quorum of council members nothing more could be discussed or decided upon. Councilman St. Jeor suggested that the animal ordinance be added to the next council meeting agenda. Mayor Poch thanked Ms. Leadingham for her input.

Adjournment

Due to the lack of quorum, Mayor Poch temporarily adjourned the meeting at 6:17pm to a later date and time to be determined.

6/17/2024, 12:00 p.m. Regular Council Meeting Continued

Mayor Poch called the continuation of the 1432nd regular meeting of the Coulee Dam Town Council to order at 12:00pm.

Roll Call

Council members present: Merv Schmidt attended in person. Kevin Black, John Adkins and Keith St. Jeor attended remotely. Larry Hall was absent.

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

Public Input

None

Updates and Modifications to Agenda

The Clerk requested to add Seasonal Park Employee to the Action Agenda.

Consent Agenda

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

Minutes Regular Council Meeting – May 22, 2024

Vouchers: Claim Vouchers and Checks:
Claim Voucher No. 41667 through 41699 and EFTs dated June 12, 2024 in the total amount of \$ 110,907.08.

Manual Vouchers: Claim Voucher No. 41665 dated June 6, 2024 in the amount of \$193,038.87.

Payroll Checks: Payroll Check No.'s 41640, 41658 through 41664, _EFT's and direct deposits dated May 15 and 31, 2024 in the total amount of \$113,167.94.

Voided Checks: Lost Check No. 41568 (reissued as Check No. 41666)

Action Agenda

a. Ordinance No. 819, 2024 Budget Amendment

When the budget was adopted, it was unknown if the town would receive funding from the Transportation Improvement Board (TIB) for the chip seal and ADA Ramp Upgrades projects. A budget amendment was presented to include the TIB projects within the street fund which were 100% grants. (m/s St. Jeor/Black) to adopt Ordinance No. 819, amending the 2024 Budget. Motion carried.

b. Ordinance No. 820, Amending Salaries and Wages for 2024

Mayor Poch requested an amendment to increase salaries and wages for department heads. He stated that he felt they have been performing extremely well and the city has been running as smoothly as it could possibly run. He thought it would be a good way to show a little bit of appreciation to them. (m/s Adkins/Black) to approve the wage increases through Ordinance No. 820. Motion carried.

c. Washington Families Clean Energy Credits Grant Agreement

The Department of Commerce has allotted dollars to every electric utility in the state to provide credits to low-income electric utility accounts. Each qualifying account could receive a one-time credit of \$200. The Town of Coulee Dam's allotted amount is

\$26,807.61. The Department of Commerce has partnered with a firm named Promise to administer the grant and perform the eligibility verification. The town will receive a check from commerce and a list from Promise as to which accounts the funds should be applied to. The Town can retain up to 5% of the funds for administrative fees which would equate to approximately \$1,300. Councilman St. Jeor asked the Clerk how much time and cost she thought it would take to carry out the credits. The Clerk stated it would be very little. St. Jeor feels the town should not retain the allowed administrative fee, rather give it back to customer accounts. (m/s Schmidt/St. Jeor) to approve the execution of the grant. Motion carried.

d. Seasonal Parks Position

Superintendent Mike Steffens would like to hire a college aged person as a temporary seasonal worker for the parks department. This would relieve some of the burden on the new full-time parks maintenance worker and allow him more time to learn the more technical areas of the job. Steffens has an individual in mind that would be a good fit and stated that he is not asking for anything permanent. This would just be for this summer only to get caught up on some things. With the parks position being vacant for a couple of months this spring, it would still be a savings to hire a part time seasonal worker. This would also free up the utility worker that has been helping in the parks so he can go back to doing his normal duties, which, in part, is assisting at the wastewater treatment plant. Councilman St. Jeor was not in favor of adding a seasonal worker. He felt the work could be accomplished through overtime by our existing employees. The Clerk stated that another benefit of a seasonal worker is the town saves on benefits. Overtime for an existing employee would increase benefits costs such as retirement and insurance. Councilman Schmidt asked what the pay would be and recommended \$18.00 per hour. (m/s Schmidt/Black) to approve the hiring of a seasonal parks worker at a rate of \$18.00 per hour. Motion carried with 3 in-favor (Black, Schmidt, Adkins) and 1 opposed (St. Jeor). The Clerk will add the position and pay rate to the amended salary schedule.

Discussion Agenda

None

Staff, Council & Committee Report

Council

Keith St. Jeor asked that the animal ordinance be on the next council meeting agenda.

Merv Schmidt informed the council that a request to lease the theater was received. He informed the individual that the last one was turned down due to needed repairs on the building. He will meet with him next week to look at the building.

Clerk

A liquor license renewal has been submitted from Rio Grande. An executive session has been scheduled for 5:00pm before the next council meeting.

Adjournment

Mayor Poch adjourned the meeting at 12:22pm.

Mayor 
Bob Poch

Clerk 
Stefani Bowden