



**Minutes**  
**1444<sup>th</sup> Regular Council Meeting**  
**January 8, 2025**

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**5:15 p.m. – Executive Session**

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.*

Mayor Poch opened the executive session at 5:15pm. and estimated the end time to be 6:00pm.

Attendees: Mayor Poch, Councilmembers Black, Schmidt, and St. Jeor, Clerk Stefani Bowden, Public Works Superintendent Mike Steffens, Wastewater Operator Rich Coffey and Attorney Ron Van Wert. St. Jeor and Van Wert attended via video/teleconference.

The Clerk notified the public that the executive session was being extended at the following times: 6:00pm for an additional 5 minutes, 6:05pm for an additional 5 minutes, 6:10 for an additional 5 minutes.

Mayor Poch adjourned the executive session at 6:14pm.

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

Mayor Poch called the 1444<sup>th</sup> regular meeting of the Coulee Dam Town Council to order at 6:15 pm.

**Roll Call**

Council members present: Kevin Black, Merv Schmidt and Keith St. Jeor. St. Jeor attended via teleconference. John Adkins and Larry Hall were absent.

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

Scott Hunter of The Star Newspaper and Nancy Boord of the Chamber of Commerce were also in attendance.

**Consent Agenda**

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

Minutes

Regular Council Meeting – December 11, 2024

Vouchers: Claim Vouchers and Checks:  
Claim Voucher No. 42051 through 42066 and EFTs dated December 25, 2024 in the total amount of \$ 72,449.87.  
  
Claim Voucher No. 42075 through 42096 and EFTs dated December 31, 2024 in the total amount of \$ 36,615.25.  
  
Claim Voucher No. 42097 through 42112 and EFTs dated January 8, 2025 in the total amount of \$ 87,999.04.

Manual Vouchers: Claim Voucher No. 42049 dated December 16, 2024 in the amount of \$ 300.00, 42050 dated December 23, 2024 in the amount of \$35,012.54 and EFT CPL12.18.24 in the amount of \$18.00.  
  
Claim Voucher No. 42044 through 42048 dated December 11, 2024 in the total amount of \$ 383.52 and EFT CPL12.27.24 in the amount of \$18.00.

Payroll Checks: Payroll Check No.'s 42067 through 42074, \_EFT's and direct deposits dated December 13 and 31, 2024 in the total amount of \$119,260.86..

Voided Checks: Check No. 42029 dated December 11, 2024 in the amount of \$ 4611.00.  
Check No. 42085 dated December 31, 2024 in the amount of \$0.00

#### **Council member excusal**

Councilman St. Jeor requested to be excused from the remainder of the meeting as he had a schedule conflict. At this point, there was no longer a quorum to conduct any further official business.

#### **Public Input**

Chamber of Commerce Executive Director Nancy Boord thanked the council for allocating Hotel/Motel funds to the Chamber for 2025 and provided the council with some ideas of events that the Chamber has planned for the upcoming year.

#### **Discussion Agenda**

- a. Echo Ridge Theater Update  
Larry Hernandez submitted some information to the Clerk to provide to the council giving an update on the progress of the theater. More discussion will take place at a later date.

#### **Adjournment**

Mayor Poch recessed the meeting at 6:22pm to a later date and time to be determined. The Clerk will post the continuation date and time as soon as it is scheduled.

**Continuation of Council Meeting – January 15, 2025, 5:30pm**

Mayor Poch re-opened the meeting on January 15, 2025 at 5:30pm.

**Roll Call**

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

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

**5:30 p.m. – Executive Session**

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.*

Mayor Poch opened the executive session at 5:30pm. and estimated the end time to be 5:45pm.

Attendees: Mayor Poch, Councilmembers Black, Schmidt, Adkins and St. Jeor, Clerk Stefani Bowden, Public Works Superintendent Mike Steffens and Attorneys Ron Van Wert and Mick Howe. Van Wert and Howe attended via videoconference.

At 5:45pm. the Clerk notified the public that the executive session was being extended for an additional 10 minutes. No members of the public were present.

Mayor Poch adjourned the executive session at 5:55pm.

**Regular Meeting Resumed**

Mayor Poch re-opened the regular session at 5:57pm. No members of the public were present.

**Public Input**

None

**Consent Agenda**

(m/s Adkins/Schmidt) to re-approve the consent agenda with the addition of vouchers dated January 15, 2025 and one additional manual voucher. Motion carried.

Vouchers: Claim Voucher No. 42114 through 42117 and EFTs dated January 15, 2025 in the total amount of \$ 72,390.01

Manual Vouchers: Claim Voucher No. 42113 dated December 31, 2024 in the amount of \$1,461.92



## **Action Agenda**

- a. Resolution No. 2025-01, Authorizing Purchase of Used Police Vehicle  
(m/s Black/St. Jeor) to approve Resolution No. 2025-01, authorizing the purchase of a used Police Vehicle. Motion carried.
- b. Authorizing additional Police Officer Position  
The Town currently employs four Police Officers, including the Chief. A 5<sup>th</sup> Officer position was included in the 2025 budget. (m/s Adkins/Schmidt) to authorize the Mayor to fill a 5<sup>th</sup> Police Officer Position. Motion carried.
- c. BPA Energy Efficiency Rebates – Harvest Foods Freezers  
BPA made a substantial error in the original calculation for Harvest Foods freezer project rebate. The original rebate calculated out to around \$70,000. After re-calculation, the rebate was finalized for \$16,266.68. The performance payment to the Town for the project was \$3,943.44. After discussion on potential uses for the Town's performance payment, the council agreed to pass it on the Harvest Foods due to the error in the amount that had originally been told to them.  
(m/s Schmidt/Adkins) to approve an energy rebate to Harvest Foods in the total amount of \$20,210.12. Motion carried.
- d. Elmer City O&M charges in the absence of an active agreement  
(m/s St. Jeor/Black) due to the expiration of the 50-year contract that has expired with Elmer City, Coulee Dam is in good faith willing to negotiate a new contract but until negotiations are settled and negotiations are still on the table, the Town of Coulee Dam will charge Elmer City an ERU rate of two times the Coulee Dam ERU rate and will continue with negotiations in good faith. Motion carried.

## **Discussion Agenda**

- b. Echo Ridge Theater Update  
After further discussion from the previous session of the meeting, the council felt that a letter from the Mayor to Hernandez explaining the lease and the Town's position for potential extension of in-kind, would be the best way to address Hernandez's questions.

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

### Council

Keith St. Jeor inquired about the status of the electrical update project for the park. There were funds budget in the 2025 budget for the project. Superintendent Steffens will begin working it.

### Clerk

Liquor License renewals have been received from the Liquor Control Board for Coulee View Fuel and Food and for River Lanes. If there are any objections from the council, please let the Clerk know as soon as possible. There were no objections.

The 2025 Census forms are out. The Clerk asked the council if there were any objections to accepting the census estimate. The other option is to perform our own census count at our own expense. The Council had no objections to accepting OFM's estimate.


**Public Input**

None

**Adjournment**

Mayor Poch adjourned the meeting at 6:24pm.

Mayor   
Bob Poch

Clerk   
Stefani Bowden