



**Minutes**  
**1445<sup>th</sup> Regular Council Meeting**  
**February 12, 2025**

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**5:30 p.m. – Executive Session**

RCW 42.30.110 (1)

(b) *To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.*

(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 5:32pm. and estimated the end time to be 6:00pm.

Attendees: Mayor Poch, Councilmembers Schmidt, Adkins and St. Jeor and Clerk Stefani Bowden. Adkins attended via video/teleconference.

Mayor Poch adjourned the executive session at 5:53pm.

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

Mayor Poch called the 1445<sup>th</sup> regular meeting of the Coulee Dam Town Council to order at 6:01 pm.

**Roll Call**

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

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

Scott Hunter of The Star Newspaper, Nancy Boord of the Chamber of Commerce and Larry Hernandez of Echo Ridge Theater were also in attendance.

**Pledge of Allegiance**

Josh Watkins led the Pledge of Allegiance

**Public Input**

Chamber of Commerce Executive Director Nancy Boord asked the council for permission to install a Coulee Corridor Sign at the Community Building, which is town-owned property at the corner of Highway 155 and Roosevelt Way. Ms. Boord provided a brief review of the Coulee Corridor project. Coulee Dam is the only place they are lacking signage. This particular corner

is a little confusing, since it isn't clear which direction leads on for the Coulee Corridor route. The council had no objections to the signage and asked the Public Works Director to work with Boord to install it.

### **Updates and Modifications to Agenda**

The Clerk added Resolution No. 2025-02 to the Action Agenda and Community Building/Theater to the Discussion Agenda.

### **Consent Agenda**

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

Minutes                      Regular Council Meeting – January 8, 2025

Vouchers:                      Claim Vouchers and Checks:  
Claim Voucher No. 42118 through 42136 and EFTs dated January 22, 2025 in the total amount of \$ 127,027.03.

Claim Voucher No. 42146 through 42175 and EFTs dated February 12, 2025 in the total amount of \$ 100,438.17.

Manual Vouchers:              Claim Voucher No. 42145 dated February 3, 2025 in the amount of \$ 247.00 , EFTs CPL-01.13.25(Bossart) and CPL-01.13.25(Lynch) in the total amount of \$36.00, EFT FirstBank-Jan-2025 dated February 5, 2025 in the amount of \$2,554.86, and EFT NCNBVISAJan25, dated February 6, 2025 in the amount of \$2,807.52.

Payroll Checks:                Payroll Check No.'s 42137 through 42143 , EFT's and direct deposits dated January 15 and 31, 2025 in the total amount of \$130,380.09.

Voided Checks:                Check No. 41838 (lost) re-issued as 42144.

### **Action Agenda**

#### **a. Bid Award – Tree Trimming Project**

The Town received one bid for the electrical line tree trimming project. The bid was received from Basin Tree Service in the amount of \$375 per hour. Basin Tree Service met all the requirements. (m/s St. Jeor/Schmidt) to award the tree trimming project to Basin Tree Service. Motion carried.

#### **b. Bid Award – Public Works Pick-up Purchase.**

The Town received one bid for the purchase of a new Public Works pick-up. The bid was received from Jess Ford in the amount of \$50,472.40 and met all specifications. (m/s Schmidt/St. Jeor) to award the bid to Jess Ford and approve the purchase of the pick-up. Motion carried.

- c. Resolution No. 2025-02, Bid Waiver for Sole Source  
(m/s Schmidt/St. Jeor) to approve Resolution No. 2025-02, declaring a sole source vendor and waiving bid requirements to purchase a Flock Safety license plate reader camera system. Motion carried.

### **Discussion Agenda**

- a. Clean Energy Transformation Act (CETA) – Compliance Audit  
The State Auditor recently conducted a CETA compliance audit for the Town. The draft report was available for the council review. The Clerk, Mayor and Attorney have drafted a response to the report for the council's review as well.
- b. Community Building/Echo Ridge Theater Update  
Larry Hernandez informed the council of an issue with kids and teenagers horseplaying in the lobby/common area of the Community Building and has asked the council for permission to install a sign of "rules" for the area. The other two businesses agree with the implementation of rules. The council had no objection to posting the rules. Police Chief Bowden also asked that they contact the police department when such destructive behavior is happening there.

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

#### **Clerk**

A Special Occasion Liquor License application has been received from the Liquor Control Board for the Ridge Riders to hold an event in the Town Hall Ballroom in March. If there are any objections from the council, please let the Clerk know as soon as possible. There were no objections.

#### **Public Input**

None

#### **Adjournment**

Mayor Poch adjourned the meeting at 6:35pm.

Mayor

  
Bob Poch

Clerk

  
Stefani Bowden