

**MINUTES OF THE NEWPORT CITY COUNCIL MEETING ON
JULY 06, 2021**

A meeting of the Newport City Council was held on July 06, 2021, at 6:00 PM in Council Chambers, City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

	Shirley Sands	Mayor
	Nickole North	Clerk/Treasurer
	Laura McAloon	City Attorney
Kenneth Smith		Councilmember
Nancy Hawks-Thompson		Councilmember
Jami Sears		Councilmember
Mark Zorica		Councilmember
Keith Campbell		Mayor Pro Tem

At 6:04 PM, Mayor Sands called the meeting to order followed by roll call and the pledge of allegiance.

APPROVAL OF AGENDA & MINUTES:

Councilmember Zorica moved to amend the agenda by moving Audience Participation after Mayor and Council Comments; Councilmember Campbell seconded. Motion carried. Councilmember Zorica moved to approve the agenda as amended; Councilmember Sears seconded. Motion carried. Councilmember Campbell asked that the minutes language be changed to state that not everyone attended via ZOOM. Councilmember Campbell moved to approve the minutes from the June 21, 2021 Council Meeting as amended; Councilmember Sears seconded. Motion carried.

MAYOR & COUNCIL COMMENTS:

Mayor Sands announced an urgent message from the National Weather Service stating that the fire weather watch has been upgraded to red flag warning in effect from July 7th 05:00 AM until July 07th 08:00 PM due to thunderstorms followed by wind and low relative humidity.

Councilmember Thompson stated that the rodeo parade looked great!

Councilmember Sears asked everyone to vote this Fall and make their voices heard.

Councilmember Zorica asked several questions:

- 1) Who is running the city? Mayor Sands responded herself, Nickole North, Clerk/Treasurer and the City Attorneys.
- 2) Are we looking into hiring a City Administrator? Mayor Sands stated yes and that she hopes to have the position advertised in the next two weeks.
- 3) The night vision goggles that were attempted to be declared surplus but later found, he would like to physically see those at the next Council Meeting.

- 4) What is the procedure for hiring summer help positions? Clerk/Treasurer North stated that summer help positions are typically not advertised or interviewed. These positions are temporary and are normally employee's children or acquaintances or people that contact the city regarding their children working temporarily.
- 5) Who is the Human Resource Officer for the City? Clerk/Treasurer North stated that she was. Councilmember Zorica asked if an employee has an issue with her and doesn't want to come to her who would they go to next? Ms. North stated the City Administrator. Councilmember Zorica asked who they would go to after that. Ms. North stated the mayor. He asked if that was in writing anywhere. City Attorney McAloon stated that it was in the Personnel Policy. Councilmember Zorica asked why that was the process. Ms. North stated they were following the Chain of Command.
- 6) When will the Council be given the old Personnel Policy with changes outlined in it? He specifically wanted to see what changes the previous City Administrator had asked to be changed. City Attorney McAloon stated that the previous City Administrator had asked her office to review the policy and make sure it was up to date with state law and make any changes that they felt were needed. Her office did that and the Assistant City Attorney worked with the previous City Administrator and Clerk/Treasurer at length on this project. The Assistant City Administrator should have the old policy manual to the Council tomorrow with the changes outlined.
- 7) How are job openings advertised? Clerk/Treasurer North stated that they are posted inhouse, advertised in the Newport Miner, Spokesman Review, AWC Job Net, and sometimes in the Bonner County and Coeur d'Alene papers as well. Recently the Wastewater Treatment Plant opening was also advertised on some social media sites that the Superintendent is active on. These are full time positions, not temporary.
- 8) Councilmember Zorica asked for an update on projects that the previous City Administrator was working on. Specifically, the hotel and south bench projects. Clerk/Treasurer North stated that she had spoke with the son of the owner of the Golden Spur to get a status report on the hotel. He was waiting on some things from the previous City Administrator that she will be getting to them. Ms. North also stated that the Mayor had spoken with Mr. Krajack and referred him to our Planning Consultant Gregg Dohrn. They have been speaking and Mr. Krajack is in attendance tonight to speak about his project.

AUDIENCE PARTICIPATION:

Sheryl Miller, 112 South Spokane Avenue, Newport, WA 99156 asked Mayor Sands questions regarding signing Van Ness claims checks. Mayor Sands stated that she did sign the checks after City Council approved the payment. She stated that she questioned the checks on two occasions but was assured they were legitimate expenditures.

Curt Knapp, 62 Spring Haven Drive, Newport, WA 99156 asked for an update on the City/PUD Franchise Agreement. Mr. Knapp was told that this topic is on the agenda to be discussed later on in the meeting.

Andy Armantrout, 435711 Highway 20, Newport, WA 99156 spoke about the economy falling down with very few businesses in the city and he spoke of a business incubator that would help with this.

NEW BUSINESS:

Councilmember Smith moved approve Resolution 07062021 providing for consideration of an annexation and development agreement with RYN Built Homes; authorizing the execution of a cost recover agreement with RYN Homes and providing for other matters properly related thereto; Councilmember Zorica seconded. Motion carried.

Councilmember Campbell moved to approve the hotel/motel tax request to assist with advertising of the Newport Rough Stock Event; Councilmember Thompson seconded. Motion carried.

Newport Rodeo Association President Ray Hanson gave a recap of the Newport Rodeo event. He thanked the City and the people that work with the City and PUD. He stated that they couldn't do the event without them. There was a phenomenal turnout this year with around 4300 spectators Friday and 5,000 on Saturday. The contestants enjoyed everything about Newport and look forward to coming back. There were a couple of medical events due to the heat, no other medical issues occurred.

Jami Aquino, Aquino & Son LLC was not present to give a recap of the Newport Festival event. Newport Rodeo President Ray Hanson stated that there were some lighting and routing people through issues to work out but otherwise it went well.

Councilmember Sears moved to approve Task Order 2021-02 – RV Park post construction survey of the RV Park pads/appurtenances, as-constructed mapping of the RV Park, New legal description for the area include in the agreement with the Newport Rodeo Association; Councilmember Campbell seconded. Motion carried.

Councilmember Thompson moved to approve Task Order 2021-03 – Jeff Sherman Site visit with the property owner to review grading activities and assess the potential impacts of owner activities on the subject property and the adjoining properties, evaluate any mitigations required and actions to be taken by the property owner to implement the recommended mitigations, prepare a site assessment report for use by the City in determining the implementation of the recommended mitigations; Councilmember Campbell seconded. Motion carried.

Councilmember Zorica moved to approve Agreement NP2021-08 Interlocal Agreement between Pend Oreille County and the City of Newport to assist the City with bituminous surface treatment maintenance on Circle Drive; Councilmember Thompson seconded. Motion carried.

BILLS & PAYROLL:

Councilmember Thompson moved to approve the bills and payroll; Councilmember Sears seconded. Motion carried.

CLAIMS CHECKS 64251-64277	\$110,845.77
CLAIMS EFT 07/01/2021 Run 1-6	\$2,064.35
PAYROLL EFTS 1126-1130; DIRECT DEPOSIT 06/24/2021	\$57,299.96

WORKSHOP:

A workshop to review an updated franchise agreement with Pend Oreille County Public Utility District began at 7:52 PM.

The current franchise agreement with PUD was provided for the Council review. They are to send any changes that they would like made to the City Attorney. She will have a review draft presented to the Council on August 30th. The updated agreement will be placed on the September 7th agenda for Council approval to send on to PUD for their review and approval. Once PUD approves the agreement then it will come back to the City Council for final review.

There was no public comment. The Council came out of the workshop at 8:22 PM. The Council took a brief recess.

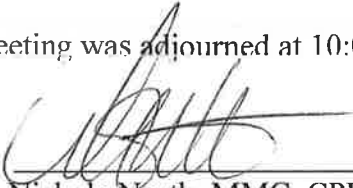
EXECUTIVE SESSION:

An executive session regarding potential or the threat of litigation – RCW 42.30.110(1)(i) was opened at 8:27 PM. There were several extensions. The executive session was closed at 10:00 PM. No action was taken.

ADJOURNMENT:

The meeting was adjourned at 10:00 PM.

Attest:



Nickole North, MMC, CPFA
Clerk/Treasurer

By:



Shirley Sands
Mayor