

**COLFAX CITY COUNCIL**  
**January 21, 2025**

**CALL TO ORDER:**

Mayor Retzer called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Golden, McRae, Schaefer, Mackleit, Guenther and Sevedge: Present. Huntwork: Absent.  
A motion was entered by Golden, seconded by Schaefer to excuse Huntwork. Roll Call: All Yes.

**APPROVAL OF MINUTES:**

A motion was entered by Guenther, seconded by Golden to approve the minutes from the January 6, 2025 Council meeting. Roll Call: Schaefer, Mackleit, Guenther, Sevedge and Golden: Yes. McRae: Abstained.

**GOOD OF THE CITY:**

There is a new flashing "Yield" sign at the bottom of South Main Street heading up towards hospital.

**BILLS AND CLAIMS:**

A motion was entered by Schaefer, seconded by Mackleit to approve all bills and claims as presented. Roll Call: All Yes.

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CLAIMS	PAYROLL
#10442, 10446-10469	#10436-10441, 10443-10445 & EFT
\$48,858.16	\$84,018.88

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**GRAND TOTAL: \$132,877.04**

**CITIZENS REQUEST:**

Executive Director of Council on Aging and COAST Transportation Paige Collins, Manager of COAST Aly Serman and Fleet Manager Randy Miller are in attendance tonight. Collins informed the council they have applied through WSDOT for a 2 Year Shuttle Contract, this will go between Albion, Colfax, Pullman and Moscow. Collins stated the contract will start July 1<sup>st</sup>, the grant pays for 95% of the cost of operations, COAST pays the rest which is \$46,000. They need two new 14 passenger buses for this project, one for each circle, the match is \$59,000. The Port of Whitman is able to contribute \$40,000 leaving them with \$19,000 to raise for the bus purchase. Collins asked if it would be possible for the city to commit some sort of funding towards this match.

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Sterman briefed the council on possible benefits of the shuttle. They ran some numbers; they think they will be bringing in 200 people into Colfax each week and 1500 each month. These numbers are based of surveys they have conducted.

The Colfax Chamber and CDA have discussed handing out coupons for riders to use when they come to Colfax. The shuttle is free for all the clients.

Golden stated if this is bringing people into Colfax this could fall under the Hotel Motel Funds.

Guenthner asked if they have reached out to other communities for financial help.

Collins stated they are reaching out and setting up meeting for that purpose. Collins is hoping for multiple donators for the \$19,000.

Guenthner asked if they have approached the medical facilities for donations as they will be transporting for medical appointments.

Collins is meeting them with this week.

Schaefer likes the idea.

Retzer asked Attorney Hannah Kimball to check to see if this is an appropriate use of Hotel Motel Funds.

### **PUBLIC HEARING:**

### **PRESENTATION/WORK STUDY:**

### **UNFINISHED BUSINESS:**

### **NEW BUSINESS:**

**Ordinance 25-01 CMC 12- Trees on Public Property**

**Ordinance 25-02 CMC 15- Trailers on Public Property**

**Ordinance 25-03 CMC Amend Fee Schedule**

Hammer stated we can lump all these together, right now the code doesn't match the fee schedule.

Kramlich stated the AOC (Administrative Office of the Courts) requires each code violation penalty to be in the fee schedule, this will allow the police to write code violation tickets. AOC is doing a cleanup so the violations can be uploaded into Sector, the police software for ticketing.

A motion was entered by Schaefer, seconded by Golden to approve Ordinances 25-01, 25-02 and 25-03. Roll Call: All Yes.

### **DEPARTMENT REPORTS:**

Retzer reported for the Police: Interviews were held last week for the police chief and entry level officer positions. Retzer stated he did extend a conditional offer for the Police Chief position, his name is Mike Melcher. Melcher will likely be here for next council meeting for an introduction.

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Melcher was a WSU Graduate, went through the WCSO Reserve Academy and worked in the jail before becoming a WCSO Deputy. Melcher worked at the prison for a short time as a Detective then went on to the Walla Walla County Sheriff's Department. While at the WCSO he was in charge of the boat program and wrote grants. Retzer got word today that his background is wrapped up, he will take the psychiatric evaluation later this week.

Retzer stated we have one for the entry level, we will start on his background later this week. Retzer stated in the past since we have been understaffed, we have been able to get reimbursement for the officer going through the academy and the manpower to cover for the person while in the academy.

Cody Johnson will graduate Tuesday the 28<sup>th</sup> of January.

### **COMMITTEE/BOARD/COMMISSION REPORTS:**

Golden asked how the city feels about the COAST Hotel Motel funds request.

Hammer doesn't believe the proposal will bring 200 + coming into Colfax to spend money in Colfax. This is the only place in the budget where we could pull money. This actually could promote people to leave Colfax and spend money in Pullman and Moscow.

Golden stated in the seven years he has been on council we have never make a contribution to another organization's capital improvement. This would require one of our departments to take a hit.

Sevedge stated the hospital funding makes the most sense.

WSU game days would be the only avenue for heads in beds for the Hotel/Motels funds.

We have used the hotel/motel funds in the past is to help create a more vibrant community.

The consensus of the council is to table this for the next 2 weeks and have Kimball look into the guidelines on the use of the Hotel/Motel funds.

### **Park Board:**

Golden reported the Park Board heard a presentation from the American Legion, they are proposing a Veteran's Memorial. They are suggesting a wall with plaques with names of the veterans and are proposing the Codger Park for the location. This was a concept discussion; they didn't have any concrete plans, feasibility study or budget. The Park Board was generally supportive of the idea and asked for them to come back with plans and we can talk some more. Golden stated the Codger was the only location discussed, if the Codger Pole ever has to come down then this could ease the transition with the veteran's memorial already in place or if the Codger Pole stands forever, it still is a central place in town that receives a lot of visitors.

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Disbanding of the McDonald Park Steering Committee was also on the agenda, this was a school and city decision. Currently the concerns with McDonald Park come through the Park Board onto the City Council.

The Skate Park Renovations are moving forward. Colfax Chamber President Gary Young believes he has \$22,000 committed for the project. The total cost is \$37,000. They are working on raising the remaining funds.

### **OTHER BUSINESS:**

#### **MPD Meeting: No business**

Al Kirkpatrick is here representing the Colfax Golf Course for the Community Event Center Building. Kirkpatrick was here a few years ago and requested help with the cost of the building permit through the Hotel Motel Funds, they originally asked for \$5,000 of the \$7,068.30 fee. Kirkpatrick is now seeking the rest of the funds of \$2,068.30 and \$840 for excavation around the water line. Totaling \$2,908.30.

Kramlich asked Kirkpatrick to come by the office and fill out a Hotel/Motel Application.

### **CITY ATTORNEY'S REPORT:**

### **MAYORS REPORT:**

### **EXECUTIVE SESSION:**

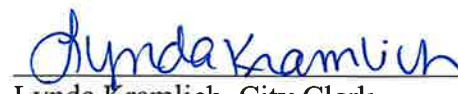
Mayor Retzer excused the public for an executive session regarding potential litigation at 7:51 p.m. requesting 15-minute duration. City Council reconvened at 8:10 p.m.

Golden asked if this is a Resolution. Golden, requesting the next Resolution number, made a motion to engage in construction litigation for them to perform due diligence in exploring the countersuit against the general contractor for replacement of the city hall roof, not to exceed \$5,000, seconded by Guenther. Roll Call: All Yes.

### **ADJOURNMENT:**

Mayor Retzer adjourned the meeting at 8:11 p.m.

  
Jim Retzer, Mayor

  
Lynda Kramlich, City Clerk