Minutes
1470th Regular Council Meeting
March 25, 2026

6:00 p.m. Regular Council Meeting
Mayor Poch called the 1470th regular meeting of the Coulee Dam Town Council to order at 6:00pm.

Roll Call
Council members present: Kevin Black, Ron Toulou, Brian Quill, John Adkins and Keith St. Jeor.

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

Scott Hunter of The Star newspaper, Krystal and Jillian Fillis of the Chamber of Commerce and Ben and Naomi Dupris were also in attendance.

Pledge of Allegiance
Ron Toulou led the Pledge of Allegiance.

Public Input
None

Updates and Modifications to Agenda
Coffee Shop Franchise agreement and a grant application were added to the "Action Agenda". Project Status Updates was added to the "Discussion Agenda". (m/s Quill/St. Jeor) to approve the agenda with additions. Motion carried.

Consent Agenda
(m/s St. Jeor/Quill) to approve the consent agenda. Motion carried.

Minutes	Regular Council Meeting – March 11, 2026.
Vouchers:	Claim Vouchers and Checks: Claim Voucher No. 42958 through 42986 and EFTs dated March 25, 2026 in the total amount of $ 128,311.43.
Manual Vouchers:	Claim Voucher No. 42957 dated March 18, 2026 in the amount of $250.00, CPL-03.24.26 in the amount of $18.00, and EFT-WEX-FEB-26, dated March 12, 2026 in the amount of $917.90.

Action Agenda

a. Interlocal Agreement for Police Mutual Aid
(m/s St. Jeor/Quill) to approve the Interlocal Agreement for Mutual Aid between the Town of Coulee Dam and the City of Grand Coulee Police Departments. Motion carried.

b. Regional Fire Authority Committee
Mayor Poch asked the council members for a couple of volunteers to sit on the Regional Fire Authority Committee alongside the Mayor. Councilmembers Quill and Toulou volunteered to serve on the committee.

c. Franchise Agreement with Coffee Shop
The council approved a franchise agreement for a coffee shop to utilize a portion of street right of way to place and operate a coffee shop on Sixth Street in August of 2025. The agreement did not specify when the town would begin imposing Franchise Fees. Since the coffee shop was not placed until the end of March 2026, the council felt it was reasonable to collect franchise fees beginning April 1, 2026. (m/s St. Jeor/Adkins) to set the start day to impose franchise fees as April 1, 2026. Motion carried.

April 1, 2026 will also be used as the starting point for the annual 3% increase assessment.

d. Application for Drinking Water State Revolving Fund (DWSRF) Funding
(m/s Adkins/St. Jeor) to allow the Town's engineer to apply for DWSRF funding for water main replacements up to the amount of $500,000. Motion carried.
Councilman Toulou suggested contacting Matthew Pleasants with Colville Tribes for potential funding assistance.

6:11pm – lost video conference connection – There were no remote attendees at the time.

Discussion Agenda

a. America's 250th Birthday Celebration – Fourth of July
Clerk Stefani Bowden, along with Chamber of Commerce Executive Directors, informed the council of some of the plans for the upcoming Fourth of July which is America's 250th Birthday this year. The area cities and towns, the Chamber of Commerce and the USBR are working together to coordinate hanging of flags on street poles leading into, and through all the towns in the area and large amounts of bunting has been purchased to hang in various locations. The Town of Coulee Dam has purchased additional flags and bunting for City Hall, streets and parks.

Public Works Superintendent asked for additional hours for seasonal parks worker due to the extra beautification for the event and also for the lawn maintenance of the additional property that the town recently acquired.

b. Project Updates

Engineer Marissa Siemens provided the council with a written project status report.

Don Evans with Evans Engineering estimates the development of the Clean Energy Implementation Plan (CEIP) will be approximately $80,000. There is a lot of data gathering, analysis, and public input required to develop the written CEIP. The Department of Commerce Energy Division confirmed there is no available funding for developing the CEIP. Marissa followed up with the Public Works Board to see if they would fund the plan, but electricity work or planning must be directly related to one of PWB's eligible systems (water, sewer, streets, etc.). USDA Rural Development's Electric Program may be an option for a loan. Marissa recommends contacting the City of Chewelah to find out how they developed their CEIP. She can initiate discussions with USDA RD Electric Program to determine eligibility of CEIP development if the Town desires.

CDBG and PWB confirmed that the City Hall siding is not an eligible project under their requirements. Coulee Dam is not eligible for CDBG funding. USDA Rural Development Community Facilities Program and RCAC were suggested as possible funding options. Ms. Siemens recommended initiating discussions with USDA RD to determine application requirements, specifically preliminary engineering/environmental requirements for this type of project.

The Drinking Water State Revolving Fund (DWSRF) Planning & Engineering Funding Opportunity is open until 4/29/26. Marissa recommends applying for the engineering design of a water main replacement project to make it more competitive for construction funding as a shelf-ready project. Maximum funding request is $500,000. Old Mason City section of town is the first priority due to water main condition and numerous water main breaks. Approximately 13,000 LF of water main replacement will be designed if funding is awarded and accepted.

Public Input

Ben and Naomi Dupris were present to express their desire to move forward with finalizing a lease for the theater. The lease committee, consisting of Councilmen Adkins and St. Jeor, will review the draft lease and coordinate a meeting with the Dupris'.

Staff, Council & Committee Report

Council

John Adkins commented that "good things are happening", referring to the coffee shop, theater and 4th of July. He also stated that he thought the Interlocal Agreement that was approved looked good.

Brian Quill asked about the town providing a letter of support for an air quality application the Tribe is working on. Mayor Poch stated that he received the request and is working with them on it.

Keith St. Jeor inquired about changing town codes regarding camping on town property and suggested reaching out to Conconully for a copy of their ordinance.

Adjournment

(m/s St. Jeor/Toulou) to adjourn the meeting at 6:26pm. Motion carried.

Mayor _____ Clerk _____

Bob Poch Stefani Bowden