

Minutes
Coulee City Town Council □ Regular Meeting
May 13, 2026 □ 6:30 PM
City Hall □ 501 W. Main Street

Opening Items

1. Mayor Don Rushton called the meeting to order at 6:30 p.m.
2. Mayor Rushton led the Pledge of Allegiance
3. Present by Roll Call were Council Members: Adam Black, Mary Haney, Rick Heiberg, Jim Holcomb, and Robert Schnelle
4. Mayor Rushton directed the council to the written communication provided for their information concerning the property at 117 N. 1st street
5. Identification of people wishing to address agenda items:
 - a. Dave Sunde: Mr. Sunde requested clarification regarding the ordinance on the agenda for consideration. He questioned whether a public hearing had taken place. Clerk Huffman clarified that the ordinance requires three readings, and this will be considered the first reading. It is a discussion item, rather than an action item, on the agenda. There is concern from Mr. Sunde that the ordinance may not be enforceable.
6. Identification of people wishing to address non-agenda items:
 - a. Karen Powers: Ms. Powers added praise for the construction crews working on McEntee Street, for their polite and respectful manner. She also appreciates that the Yellow House in the 100 block of Adams is finally being taken down, as it has been a problem property for years.
 - b. Steve Frye: Mr. Frye requested that the Town provide clean up and repair on both the main bathroom and beach bathroom at the Park. He also stated that the property at 117 N. 1st is looking better and better, with the junk cars gone and broken windows boarded up.

Agenda Approval:

1. Mayor Rushton requested the addition of Item #6: Discussion of the Growth Management Contract for the Comprehensive Plan Development
2. Mr. Heiberg requested an addition of Item #7: Town Cleanup Weekend

Mr. Schnelle introduced a motion to approve the agenda, with the requested additions. Mr. Black provided a second. The motion passed unanimously.

Consent Agenda:

1. Mr. Heiberg requested a correction to the April 22, 2026 meeting minutes, correcting the fire chief's name from "Jesse Burton" to "Jesse Bolyard" on page 2.

Mr. Schnelle introduced a motion to approve the consent agenda, with the requested correction to the April 22, 2026, minutes. Mr. Black seconded the motion. There was no further discussion. The motion passed unanimously.

Executive Session:

Mayor Rushton requested an executive session, in accordance with RCW 42.30.110.(g): personnel performance, requesting that Clerk Huffman join the executive session. He announced the end time of the executive session as 7:00 p.m.

The council, mayor and clerk entered the executive session at 6:50 p.m.; the meeting was re-convened in open session at 7:01 p.m.

Council Agenda:

1. Consideration of variance request for Marilyn Tannenburg. Ms. Tannenburg was represented by her family, who shared her desire to sell the building, and the variance would allow for a new owner to live in the building and run the downstairs business, or to allow the owner to create apartment residences upstairs, and lease them. They have had interest in the property, but no one will purchase without this change. The mayor advised that the town attorney had weighed in, and a variance is requested for things like fence setbacks, yard sizes, etc., and wouldn't apply to a change in use. The council advised that the family take the issue to the planning commission and go through the process, with the planning commission, to creating a change to the zoning ordinance.

Adam Black introduced a motion to deny the variance request, and to defer action until the applicants have requested a zoning change through the planning commission. Jim Holcomb seconded the motion. Many council members indicated that they support such a change, but the proper procedures must be followed.

Seeing no more discussion, the vote was called. The motion passed unanimously.

2. Consideration of updated interlocal agreement between the Town of Coulee City and the Grant County Public Health Department. The ILA had been approved previously, but a lack of official minutes has it before the council.

Mr. Heilberg introduced a motion to approve the ILA. Mr. Schnelle provided a second. Discussion followed. Mr. Schnelle inquired as to whether this is the standard agreement the Town enters with DPH every year. Clerk Huffman indicated that it is, with one change, which is a lump sum rather than a per resident fee.

Seeing no further discussion, Mayor Rushton called the vote. The motion passed unanimously.

3. Consideration of proposed Ordinance 732--RV Parking. Mr. Schnelle introduced a motion to reject the Ordinance as drafted by the Planning Commission. The motion died for lack of a second. Mr. Heilberg introduced a motion to approve the Ordinance. Mr. Black provided the second. Discussion followed.

Guest Robyn Jensen, at the invitation of the Council, explained the process the motion has gone through in order to get to this point. She stated that the motion has been seen by Council previously, and the previous Town attorney had looked through it as well. Further discussion included questions about how this ordinance is different from a nuisance ordinance, and the level of difficulty of reading what was given to the council.

Upon seeing no further discussion, Mayor Rushton called a vote on the motion to approve. The motion failed unanimously. Mayor Rushton directed Clerk Huffman to "clean up" the Ordinance document, and to add a second reading for public comment to the next Council meeting, on 5/27.

4. Consideration of Special Event Liquor License for Coulee City Last Stand Rodeo: Mr. Heilberg introduced a motion to approve the liquor license. Ms. Haney provided a second. There was no discussion. Mayor Rushton called the vote, and the motion passed unanimously.

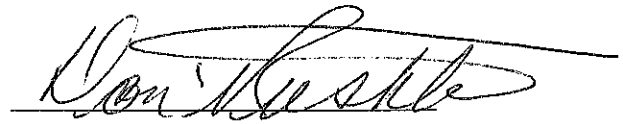
5. Consideration of Resolution 508—Signature Authority. Mr. Schnelle introduced a motion to approve the resolution. Mr. Black provided the second.

Mayor Rushton explained that the Resolution, along with the approved minutes, is necessary to allow Clerk Huffman to have signature authority on the checks and warrants for the town. At the end of discussion, Mayor Rushton called the vote. The motion passed unanimously.

6. Discussion of Growth Management Contract for the comprehensive plan. Mayor Rushton provided copies of the draft of the contract from the Department of Commerce. The contract deadlines are coming up, so the Mayor would like to add the action item to the next Council agenda. He will send a letter to the consultant to begin research, pending the Council action, with the understanding that if the contract is not approved, the work will stop.
7. Report of Town Cleanup Weekend. Mr. Heiberg reported that the cleanup day was a success. Twenty-two people participated, and filled a 40-yard dumpster with trash, netting \$111.00.
8. Adjournment: Seeing no further business of the Council, Mr. Black presented a motion to adjourn, which was seconded by Mr. Heiberg. The motion passed unanimously, and the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Jenifer Huffman, Clerk/Treasurer



Don Rushton, Mayor