

**CALL TO ORDER:**

Mayor Shannon McKay called the workshop to order at 7:00 p.m.

**Present:** Mayor Shannon McKay; Councilmembers Eleanor Brodahl, Kenneth Caylor, Dan Dever, Kenneth Johnson, Mark Snyder, Marc Spohr, and Tim Wilson.

**Also Present:** Department Heads: Curt Andrews, Mike Bailey, Police Chief Steve Dunnagan, Debbie Kudrna; City Administrator Ehman Sheldon and City Attorney James Whitaker.

**OATH OF OFFICE TO COUNCILMEMBER KENNETH JOHNSON AND MARC SPOHR**

City Clerk Debbie Kudrna administered the Oath of Office to Councilmembers Kenneth Johnson and Marc Spohr.

**PRESENTATION ON CITY COUNCILMEMBERS' AND MAYOR'S ROLES**

City Attorney Jim Whitaker provided documents regarding city organizations; council legislation; council responsibilities and procedures; Mayor (CEO) roles; the Open Public Meetings Act; appearance of fairness; conflict of interest, and basic legal principals.

**ADAMS COUNTY FIRE DISTRICT #5 YEARLY REPORT**

Fire Chief Clyde Fought provided the annual report. He advised that the Fire District will continue to utilize the ladder truck for a year and then will reapply for the weight limit authorization for driving over bridges from the State. The State Fire Association is reviewing the bridge restrictions and there may be changes made to the rule. Chief Fought advised they have a dependable, viable volunteer group. There are 35 – 40 volunteers and they have good response to the call outs.

**CONSIDERATION OF FUNDS RECEIVED FROM ADAMS COUNTY ECONOMIC DEVELOPMENT COUNCIL**

Mayor McKay advised that a meeting was held by the Adams County Economic Development Council and they voted to return their funds to the current members, based upon the formula provided in the by-laws. Othello's share is approximately \$21,000. Mr. Sheldon advised that he recently received the release certificate from the Department of Revenue and he continues to work through the dis-incorporation process of the old organization. Mayor McKay asked what the Council wanted to do with the City's refund, noting that the Adams County Economic Development Council encouraged the entities to allocate the money to the new organization, Adams County Development Council (ACDC). He advised that the new ACDC held a public meeting last week and addressed the need for economic development throughout Adams County. Mr. Sheldon advised that if the funds are forwarded to the new ACDC, Council will need to execute a service contract. Councilmember Caylor stated that the money was originally appropriated for economic development and he supports forwarding our portion to the new ACDC. Councilmember Spohr stated that we have the membership dues appropriated in the 2008 budget and he would like to receive more information from the new group before appropriating more funds to them. Councilmember Wilson stated that he supports receipting the refund into the general fund and requesting the new group's mission statement and vision prior to sending it onto them. Councilmember Johnson advised that Adams County appropriated money to the ACDC for their start up, and now they want to hire a full time position; however, they are short of funds to do that. The new ACDC would be the lead agency for economic development for the area. They are eligible for reimbursement funding from CTED and the new group is working on their plans. Councilmember Brodahl stated they need the seed money, as this money was originally earmarked for economic development; this money would help them to hire the director. Mr. Sheldon advised that the new group has developed their by-laws and corporation papers, and they will establish committees, goals, and objectives. The Council was invited to their next meeting on Thursday in Ritzville. He advised that Roger Krug is the Adams County Economic Analyst and his role is to advise the County Commissioners on economic activities within the County. Council's consensus was to consider a contract for services with ACDC at their next meeting.

#### WATER RATE DISCUSSION

Finance Officer Mike Bailey advised that the Council had approved an 8.23% water rate increase each year for 2004, 2005, and 2006, with a 5% increase in March 2007. He also presented a rate increase summary for a three year incremental of 4%, 3%, and 2%, then reviewed the staff's recommendation for the 4% rate increase. Mr. Bailey explained the increase of water rates for a typical single family dwelling based upon the three year incremental 4% increase. He noted that the 4% water rate increase is needed to keep pace with inflation. There was discussion regarding the future water capital projects. Mr. Sheldon stated that Well #6 will be evaluated and rehabilitated in 2008. He also indicated that a public hearing is necessary to discuss proposed water rate increases for the Adams County Water District. Mr. Sheldon noted that the agreement with Simplot provided ramped up volume charges and their rate will also increase annually. Councilmember Spohr requested the projected income based upon the contract rates with Simplot. Mr. Sheldon advised that the contractor has been at the Well #8 site to evaluate the issue. He stated that staff and city engineers will begin the updating of the water comprehensive plan this year. Councilmember Brodahl asked if staff looked at drilling some of the existing wells deeper. Mayor McKay advised that could be a recommendation for Well #6.

#### COMMITTEE APPOINTMENTS

Mayor McKay reviewed the various Council and board committees; then he made appointments as necessary.

#### UNFINISHED BUSINESS

Councilmember Brodahl presented the Mayor with an article from the Ritzville Journal regarding water issues in Adams County and she wants to review the study that it mentions. Councilmember Spohr reported that Adams County has adopted new tipping fees at the transfer station. Councilmember Caylor advised that Adams County has been using the solid waste reserves and the cost for long hauling has caused the tipping fee increase. They estimate the fee increase will have very little impact to residential customers. He stated that SWAC is also exploring re-opening the Bruce transfer station and a location at Washtucna as a landfill site. Councilmember Spohr noted that we now have several Councilmembers with the same first name and asked that it be distinguished to whom statements are being directed to.

#### NEW BUSINESS

Mayor McKay made the following announcements:

- The first new police department car arrived today.
- The Association of Washington Cities workshop for newly elected officials is this weekend.
- An ACDC meeting is scheduled for this Thursday in Ritzville at 6:00 p.m.
- A Sister City trip is planned for February 15<sup>th</sup> to Africa. The City has been asked to send items. Donations can be sent.
- The pool committee meeting is scheduled for January 14<sup>th</sup> at 4:00 p.m.

#### ADJOURNMENT

With no further items to discuss, Mayor McKay adjourned the workshop at 8:25 p.m.

By: \_\_\_\_\_  
SHANNON MCKAY, Mayor

ATTEST:

By: \_\_\_\_\_  
DEBBIE L. KUDRNA, City Clerk