

**CALL TO ORDER:**

Mayor Tim Wilson called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

**Present:** Mayor Tim Wilson; Councilmembers: Ken Caylor, Dan Dever, Genna Dorow, Charles Garcia, Kenneth Johnson, Mark Snyder, and Marc Spohr.  
**Also Present:** City Administrator Ehman Sheldon; Department Heads: Finance Officer Mike Bailey, Police Chief Steven Dunnagan, City Clerk Debbie Kudrna; and City Attorney James Whitaker.

**APPROVAL OF AGENDA**

Council carried a motion to approve the agenda. M/S. Dever/Snyder.

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of December 13, 2010
- B. Approval of City Council Workshop Minutes of January 3, 2011
- C. Approval of December 2010 Accounts Payable Checks
- D. Approval of January Accounts Payable Checks for December 2010
- E. Approval of January Accounts Payable Checks for 2011
- F. Approval of Payroll and Related Expenses for December 2010
- G. Resolution to Approve Sagestone #6 Final Plat
- H. Resolution to Accept Donation – Shop with a Cop
- I. Set a Public Hearing Regarding Dog Licensing Requirements for February 28, 2011

Accounts Payable was audited and certified by the Auditing Officer, as required by RCW 42.24.080; and those expense reimbursement claims certified and as required by RCW 42.24.090, have been recorded on a listing that has been reviewed by the Council audit committee and is available to the Council.

December 2010 Accounts Payable Check No. 39157 in the amount of \$4371.

December 2010 Accounts Payable Check No. 39158 to No. 39219 in the amount of \$219,486.18.

January Accounts Payable Checks for December 2010 Check No. 39220 to No. 39275 in the amount of \$147,786.74.

January Accounts Payable Checks for 2011 Check No. 39276 to No. 39301 in the amount of \$301,258.25.  
Payroll Check No. 26996 to No. 27032 in the amount of \$251,168.85.

Council carried a motion to approve the Consent Agenda. M/S Johnson/Dever.

**VOLUNTEER RECOGNITION – JANELLE ANDERSEN**

Mayor Wilson presented a certificate of recognition to Janelle Andersen for her volunteerism to our community.

**PROFESSIONAL SERVICES RECOGNITION**

Mayor Wilson presented an award of appreciation to City Attorney James Whitaker for 16 years of dedicated service to our community.

**PUBLIC HEARING ON THE COMMUNITY DEVELOPMENT AND HOUSING NEEDS**

Mayor Wilson opened the public hearing at 7:09 p.m. He allowed Spanish language interpreter, John White, to ask, in Spanish if anyone needed to have translation services. There was no request for Spanish interpreting. Engineer Larry Julius explained that there is a Community Development Block Grant program (CDBG) that can be used for improvements to the city sewer system to property located on west Moon Street. He explained the location of the area, which has approximately 50 homes within it. The area currently uses a lagoon system and the property owners have been approached by the Department of Ecology (DOE) and Adams County about connecting into the city sewer system. The City is planning on extending sewer infrastructure within the SR 24 Industrial area and the project would include an extension of sanitary sewer

mains throughout the Moon Street area, eliminating the existing sewer lagoon system, as requested by the DOE. It would tie that area into the city sewer system and build part of a sewer system for the SR 24 area. The CDBG program has \$13 million available for projects for low and moderate income populations. Mr. Julius announced that there are two handouts (in English and Spanish) about the CDBG program that have been distributed to those in attendance. The area has approximately 97% low and moderate income population. The project funding would be a combination of the \$920,000 grant funding; Adams County has pledged \$50,000; landowners have pledged \$50,000 and the City has pledged \$80,000, which is a portion of the Public Works Trust Fund for the design of the sewer system in the SR 24 area. Mayor Wilson asked for public comments. Sean Bates, 1156 E. Juniper Street, asked if the sewer will be gravity fed or if a lift station would be installed. Mr. Julius explained that they plan that the sewer system will be gravity fed and it will need to be determined later exactly if a lift station is needed. The grant application includes a small sewer lift station, in case it is needed. Mayor Wilson asked for Council comments. There were none. The public hearing was closed at 7:16 p.m.

**RESOLUTION TO ADOPT A GRIEVANCE PROCEDURE FOR THE CDBG PROGRAM**

City Engineer Larry Julius explained that the resolution is part of the CDBG grant application.

Council carried a motion to approve A RESOLUTION TO ADOPT A GRIEVANCE PROCEDURE FOR THE COMMUNITY DEVELOPMENT GRANT PROGRAM FOR THE WEST MOON STREET SEWER SYSTEM IMPROVEMENTS. M/S Garcia/Caylor. This shall be known as Resolution No. 2011-02.

**RESOLUTION CERTIFYING COMPLIANCE FOR THE CDBG FUNDING APPLICATION AND AUTHORIZING THE MAYOR TO SUBMIT THE CDBG APPLICATION**

City Engineer Larry Julius explained that the resolution is part of the CDBG grant application. He advised that a corrected version of resolution was provided.

Council carried a motion to approve A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OTHELLO, WASHINGTON WITH CERTIFICATIONS OF COMPLIANCE IN ACCORDANCE WITH WASHINGTON STATE CDBG FUNDING APPLICATION AND AUTHORIZING THE MAYOR TO EXECUTE AND SUBMIT THE CDBG APPLICATION FOR THE WEST MOON STREET SEWER SYSTEM IMPROVEMENTS. M/S Johnson/Snyder. This shall be known as Resolution No. 2011-03.

**ELECTION OF MAYOR PRO-TEM**

Mayor Wilson called for nominations of Mayor Pro-Tem.

A motion was made by Councilmember Caylor to nominate Kenneth Johnson as Mayor Pro-Tem for a one-year term. Seconded by Councilmember Dever. No other nominations were received. Motion passed.

**ORDINANCE CREATING O.M.C. 17.70 ACCESSORY STRUCTURES**

City Planner Darryl Piercy explained that the Planning Commission has reviewed the requirements of accessory structures in residential areas. The Planning Commission developed a recommendation for Council, which was reviewed at a recent workshop. The Planning Commission recommends not being over-regulatory and allowing some discretion of the property owners, while maintaining the residential neighborhood. They were also concerned of structures that are less than 120 square feet, which is the threshold for issuance of a building permit. He suggested that section 3.a of the proposed ordinance be changed to provide that the detached accessory structure not exceed the size and height of the primary dwelling unit, as desired by the Planning Commission. He noted that Council may want to limit the total size of accessory buildings, noting that the proposal provides that no more than 45 percent of the lot may be covered by buildings. Mayor Wilson asked for public comments. There was none. Councilmember Caylor recommended that Council limit the size of accessory buildings to 1200 square feet. Mr. Piercy advised that there is a process to seek relief from the Council of numerical standards in the municipal code.

Councilmember Spohr made a motion to adopt AN ORDINANCE AMENDING OTHELLO MUNICIPAL CODE TO INCLUDE CHAPTER 17.70 ENTITLED "ACCESSORY USES, BUILDING, OR STRUCTURES", with a change to E.3.a.: "The detached accessory structure does not exceed the size and height of the primary dwelling unit" and a change to E.3.b.: "No more than 40% of the lot may be covered by buildings". The motion died due to a lack of a second.

Councilmember Spohr made a motion to adopt AN ORDINANCE AMENDING OTHELLO MUNICIPAL CODE TO INCLUDE CHAPTER 17.70 ENTITLED "ACCESSORY USES, BUILDING, OR STRUCTURES", with the change to E.3.a.: "The detached accessory structure does not exceed the size and height of the primary dwelling unit". Seconded by Councilmember Dever.

Council carried a motion to table this issue. M/S Garcia//Johnson. Councilmembers Snyder and Spohr cast opposing votes.

**ORDINANCE AMENDING O.M.C. CHAPTER 12.16 – PRIVATE USES OF CITY FIRE HYDRANTS**

City Administrator Ehman Sheldon stated a need to increase the deposit and the monthly fee when using a city fire backflow meter. The proposal now includes that the deposit will be returned when the property is checked in, intact, in full working order and the utility bill is paid in full.

Council carried a motion to adopt AN ORDINANCE AMENDING OTHELLO MUNICIPAL CODE SECTION 12.16.110 OF CHAPTER 12.16 ENTITLED "WATER AND SEWER SERVICE AND RATES". M/S Snyder/Dorow. This shall be known as Ordinance No. 1336.

**NEW BUSINESS**

Councilmember Caylor noted that the Council had discussed the need to help with the Sandhill Crane festival. Members of the council worked with the festival organizers, noting that it is a very worthwhile event for the community. He proposed the Council set aside \$5,000 out of the tourism fund to help with the advertising expenses.

Councilmember Caylor made a motion to set aside \$5,000 out of the tourism fund to help with additional advertising expenses for the Sandhill Crane Festival. Councilmember Spohr asked if the Council could introduce a motion, if the item is not on the agenda, without going through some special procedure. City Attorney Jim Whitaker explained that unless it is stipulated in the Council's rules of procedures, a motion would be allowable. Councilmember Spohr stated that the request from the Sandhill Crane Festival for additional funding came in after he was in City Hall at 4:30 p.m. today. Mr. Sheldon said that the request came in after 4:30 p.m. today. After review of the Council rules, City Attorney Jim Whitaker advised that the Council can introduce motions that are not listed on the agenda. Motion seconded by Councilmember Johnson.

Councilmember Johnson explained that this funding would be in addition to the money already appropriated. He stated that they were able to help get the festival on schedule again. In the meantime, the press has published that the festival was cancelled. Mayor Wilson advised that the City is not running the Sandhill Crane Festival; staff helped in a couple areas. Councilmember Spohr stated that they already have tourism funding, which was distributed out in a fair and equitable manner. He suggested that press releases be used to get the word out and was concerned of setting a precedent of appropriation of funding. Councilmember Johnson reported that Roger Krug has calculated that \$1.8 million was brought into the community during the Sandhill Crane festival in the last five years. The vote was taken on the motion. Councilmember Spohr cast an opposing vote. Motion passed.

Mayor Wilson made the following announcements:

- Mayor's luncheon is this Wednesday at the Othello Senior Center.
- Public Disclosure statements are due April 15<sup>th</sup> for all elected officials.
- Teamster Union mediation is scheduled for January 27<sup>th</sup> at 9:00 a.m.
- The Sandhill Crane Festival is back on track, thanks to Councilmembers Caylor, Johnson, and Spohr.

- The audit exit briefing is Tuesday at 9:00 a.m.

**ADJOURNMENT**

With no further items to discuss, Mayor Wilson adjourned the Council meeting at 8:01 p.m.

By: \_\_\_\_\_  
TIM WILSON, Mayor

ATTEST:

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