

**CALL TO ORDER:**

Mayor Shawn Logan called the meeting to order at 6:31 p.m. and led an invocation and the Pledge of Allegiance.

**Present:** Mayor Shawn Logan; Councilmembers: Eugene Bain, Genna Dorow, Corey Everett, Angel Garza, Larry McCourtie, John Lallas, and Mark Snyder.

**Also Present:** City Administrator Wade Farris; Department Heads: Public Works Director Terry Clements, Police Chief Phil Schenck, Community Development Director Travis Goddard, Deputy City Clerk Rebecca Perez-Ozuna, Finance Officer Spencer Williams and City Attorney Roger Reed.

**CITIZEN INPUT**

There was none.

**APPROVAL OF AGENDA**

Council carried a motion to approve the agenda. M/S Dorow/Garza.

**CONSENT AGENDA:**

1. Approval of City Council Minutes of February 8, 2016
2. Approval of Accounts Payable Checks
3. Call for Bids for Official Newspaper

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.

Accounts Payable Check No.46339 to No.46399 in the amount of \$154,204.27.  
Accounts Payable Check No. 5263 to No. 5267 in the amount of \$1,044.29.

Council carried a motion to approve the Consent Agenda, as presented. M/S Bain/Snyder.

**AWARD PRESENTATION**

Police Chief Schenck presented a Police Department Life-Saving Ribbon and the Chiefs' Coin of Excellence to Officer Seth Carlson. Officer Carlson had responded to a medical emergency and determined the individual was in cardiac arrest. He then administered CPR, called for medical help and used a defibrillator and saved his life. Officer Seth Carlson gave a short speech of appreciation and also recognition to all the other individuals who were involved. Mayor Logan gave a quick speech of an appreciation for his quick response and also a very brief update of the person that Officer Carlson saved.

**MEMORANDUM OF UNDERSTANDING WITH TEAMSTERS – ADMINISTRATIVE ASSISTANT**

Police Chief Schenck explained that the Othello Police Department currently has an Administrative Assistant position, which handles clerical and support work and directly assists the Chief and Assistant Chief. The position is currently a Teamsters Union FLSA "hourly" position and as a union position, they cannot assist with confidential collective bargaining research, typing disciplinary documents, and other related duties. Additionally, any hours worked outside of the normal workday can result in overtime pay. Chief Schenck proposed terminating the position of Administrative Assistant under the collective bargaining agreement and creating the position of "Confidential Administrative Assistant" position. This position would remain in civil service, would be non-union, and would be an FLSA salary position, eliminating overtime pay. This position would receive a slight pay increase, which was previously approved by council. Chief Schenck presented a memorandum of understanding with Teamsters and a new job description for the Confidential Administrative Assistant. Both of these documents have been agreed upon by Teamsters and Othello's labor negotiator. He anticipates filling this position from within the department, due to the skills and experience necessary.

Council carried a motion to approve the memorandum of agreement with Teamsters. M/S Lallas/Dorow.

#### **ADAMS COUNTY PERMIT SYSTEM UPDATE**

Community Development Director Travis Goddard presented a brief tutorial on the new software the City Building/Planning Department will be using, which is the same one being used at Adams County Building/Planning Department. Mr. Goddard explained the use of the system was part of the agreement that was established between the City and Adams County Building/Planning Department. Councilmember John Lallas asked if the public has access to software. Mr. Goddard advised that currently it is not available; however they are hoping to have some features available to the public by the end of the year. He also gave a brief tutorial on the permitting software in BIAS and the difference between the two.

Councilmember Angel Garza asked if the new software would eliminate the use of the paper inspection list and Mr. Goddard advised that it would because the inspections would be checked off, signed off and updated electronically. A brief discussion was held between various councilmembers, City Attorney Roger Reed and Mr. Goddard as to the capability of the software and some councilmembers mentioned what they are hoping this software will accomplish in regards to estimates and building permits.

#### **EMERGENCY MANAGEMENT ORDINANCE**

Police Chief Schenck advised that RCW 38.52 requires that Washington cities have an approved emergency management plan that uses the National Incident Management System (NIMS). The proposed ordinance repeals our obsolete civil defense ordinance and replaces it with an emergency management code. This ordinance establishes an emergency management program and plan under the direction of the Mayor. He advised that we have an agreement with Adams County to provide emergency management. This ordinance also allows Othello to create its own plan, if we choose to do so.

Council carried a motion to adopt an ORDINANCE REPEALING EXISTING OTHELLO MUNICIPAL CODE CHAPTER 2.60 TITLED "MUNICIPAL CIVIL DEFENSE" AND CREATING A NEW OTHELLO MUNICIPAL CODE CHAPTER 2.60 TITLED "EMERGENCY MANAGEMENT". M/S Lallas/Dorow  
This shall be known as Ordinance No. 1466.

#### **SPEED LIMIT ORDINANCE**

Police Chief stated that Council requested staff to bring additional information addressing the speed limit on N. Broadway Avenue. Data was collected using a speed counter on Broadway at the public works building. The data supports increasing the speed limit on the north portion of Broadway from 25 mph to 35 mph. Staff is supporting this speed limit change based upon this data.

Mayor Logan asked Chief Schenck if he recommends approval of the proposed ordinance and speed limit change and he answered that he is in agreement because he believes it is important that the speed be increased on the arterials because if they are the same speeds as the residential streets and with this they are hoping to get the people onto the arterials and less traffic in the neighborhoods.

Council carried a motion to adopt the ordinance for changes to OMC 9.32. M/S McCourtie/Dorow.  
This shall be known as Ordinance No. 1467.

#### **UNFINISHED BUSINESS**

- Mayor Logan reminded the council of the Legislative Reception on Thursday, February 25<sup>th</sup>, 2016 in Olympia at 6:30 p.m. in the Basement Conference Columbia Room at the Capital.

- Councilmember Larry McCourtie asked if there can be a crosswalk established on Main St. where all the employees of Columbia Basin Health Association usually cross the street, in front of their building going to their parking lot across the street. Mr. Goddard provided a response.
- Councilmember Mark Snyder asked when the bids for 14<sup>th</sup> Avenue were going out. City Administrator, Wade Farris, responded that they are hoping for next week.
- Councilmember Genna Dorow asked about the bids for the skate park. City Administrator, Wade Farris responded that the bids should go out shortly.

**NEW BUSINESS**

- City Administrator, Wade Farris, announced that the summary judgement for the City of Othello in the Simmons case was awarded which means the case was dismissed and the City won the case.

**ADJOURNMENT**

With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:40 p.m.

By: \_\_\_\_\_  
SHAWN LOGAN, Mayor

ATTEST:

By: \_\_\_\_\_  
REBECCA PEREZ-OZUNA, Deputy City Clerk