

City of Othello
Regular Council Meeting
March 10, 2014

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

Present: Mayor Logan; Councilmembers: Eugene Bain, Dan Dever, Genna Dorow, Corey Everett, Kenneth Johnson, John Lallas, and Mark Snyder.

Also Present: City Administrator Wade Farris; Department Heads: Public Works Director Terry Clements, Interim Police Chief David Rehaume; City Clerk Debbie Kudrna, Finance Officer Spencer Williams and City Attorney Katherine Kenison.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of February 24, 2014
- B. Approval of Payroll and Related Expenses
- C. Approval of Accounts Payable Checks
- D. Annual Loan Display Agreement for the T-33A Aircraft in Pioneer Park

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. 43712 to No. 43766 in the amount of \$279,224.11.

Payroll and Related Expenses Check No. 28697 to No. 28731 in the amount of \$266,985.03.

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

EMPLOYEE RECOGNITION – SERGEANT/INTERIM POLICE CHIEF DAVID REHAUME

Mayor Logan presented a 25 year employee appreciation plaque and remarked on Sergeant, Interim Police Chief David Rehaume's accomplishments within the Othello Police Department.

DIGITIZING RECORDS PROJECT

IT Manager Stan Anderton explained that in order to promote transparency in government and stay ahead of State mandates, staff is proposing to convert all hard copy and electronic documents to searchable PDF files to be posted on a web site. This will be used to simplify the record retrieval process. He advised that we are in the planning stages and estimate \$5,000 per month to have all documents digitized. Staff is looking for grants funds for the project. He noted that the records will be scanned and reviewed by staff for redactions and exemptions. City Administrator Wade Farris noted this project has to be done in a timely and accurate manner. Mr. Anderton advised that we are researching companies that have the software to proceed with the scanning. He believes that staff would be able to do the scanning. Councilmember Bain asked what the public's view in using this type of a program. He noted staff will continue planning for the project.

CONSIDERATION OF CONTRACT WITH THE PROTHMAN COMPANY

City Administrator Wade Farris noted that Police Chief Dunnagan resigned last week. He explained that The Prothman Company is a consulting firm that specializes in municipal government placements, including Police Chiefs. He recommended that we enter into an agreement with The Prothman Company to search for a new Police Chief. Mr. Farris noted that Prothman does provide a one year guarantee. Estimated cost is \$20,000 and funding is available in the General Fund, Water Fund, Sewer and Utility Tax Funds.

Council carried a motion to approve the contract with The Prothman Company. M/S Lallas/Snyder.

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ASSOCIATION OF WASHINGTON CITIES COMMUNITIES SCHOLARSHIP PROGRAM

Mayor Logan reported that the Association of Washington Cities (AWC) has offered four \$1250 scholarships in 2014 to outstanding young leaders in Washington State. We received two scholarship applications from Othello High School graduating seniors. Mayor Logan announced that we have selected Brianna Bagwell and her scholarship application will be forwarded to AWC.

PROCLAMATION DECLARING ANNUAL OTHELLO CLEAN UP DAYS

Mayor Logan read into the record a Proclamation for the “17th Annual Othello Spring Clean Up Days” for the week of March 31st through April 5th.

2014 BUDGET ORDINANCE AMENDMENT

Finance Officer Spencer Williams explained that the Council has approved \$25,000 for the Beautification Committee Main Street project. The funding will be paid from the Street fund. Mr. Williams presented an Ordinance to amend the 2014 budget for the expenditure. The ordinance also includes the actual beginning fund balance in the street fund.

Council carried a motion to adopt AN ORDINANCE AMENDING THE 2013 BUDGET FOR THE CITY OF OTHELLO AND AMENDING ORDINANCE 1389. This shall be known as Ordinance No. 1395. M/S Dorow/Lallas.

PLANNING COMMISSION APPOINTMENT

Mayor Logan appointed citizen Mike Bailey to the Othello Planning Commission.

Council carried a motion to ratify the Mayor's appointment of Mike Bailey to the Othello Planning Commission. M/S Johnson/Bain.

EXECUTIVE SESSION – POTENTIAL LITIGATION

Mayor Logan announced that Council will now adjourn at 7:27 p.m. to go into an executive session pursuant to RCW 42.30.110(1)(i) "To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency." The executive session is expected to last 20 minutes. No action will be taken during the executive session. Also attending the Executive Session were City Administrator Wade Farris, City Attorney Katherine Kenison and City Clerk Debbie Kudrna. The City Clerk announced in the lobby at 7:47 p.m. that we needed an additional 5 minutes. Mayor Logan reconvened the meeting at 7:53 p.m.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:53 p.m.

By: _____
SHAWN LOGAN, Mayor Pro Tem

ATTEST:

By: _____
DEBBIE KUDRNA, City Clerk