

City of Othello  
Regular Council Meeting  
March 28, 2011

**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 Steve Dunnagan, City Clerk Debbie Kudrna; and City Attorney Katherine Kenison.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of March 14, 2011
- B. Approval of Accounts Payable Checks for March 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.

Accounts Payable Check No. 39553 to No. 39597 in the amount of \$99,195.90.

Council carried a motion to approve the Consent Agenda as presented. M/S Garcia/Caylor.

**COST REPORT ASSOCIATED WITH XPRESSBILLPAY**

Finance Officer Mike Bailey reviewed the costs associated with the online Xpressbill Pay program for the period of May 2010 to December 2010. He estimates that the City's cost is \$0.90 per transaction. He advised that staff is pleased with the online payment system and approximately 16% of our utility customers are using the online payment system.

**AMENDMENT TO THE SEWER AGREEMENT WITH ADAMS COUNTY WATER DISTRICT #1**

City Administrator Ehman Sheldon reported that Adams County Water District #1 is expanding their boundaries and we need to also amend the sewer agreement that we have with them. The proposed new agreement includes semi-annual reporting of active accounts for billing purposes; the term has been changed to 30 years; identification of the city's responsibility of certain sewer lines and manholes; and other minor changes to the agreement. He advised that initially, we will assist in counting the active accounts. May 15<sup>th</sup> has been established as the billing transition date.

Council carried a motion to approve the agreement with the Adams County Water District No. 1 for wastewater treatment. M/S Caylor/Dorow.

**AN ORDINANCE CREATING OMC SECTION 6.04.015 TITLED "NUMBER OF DOGS"**

City Administrator Ehman Sheldon advised that Council was provided a corrected ordinance for review. He reviewed the proposed ordinance. It was Council's consensus that the number of allowed litters per calendar year per residence be changed from 2 to 3. Councilmember Spohr stated that we are allowing 9 dogs in a residence and the neighbors maybe the ones impacted. It was noted that the neighbors had opportunity to come to the three council meetings that were held to discuss the dog licensing issue.

Council carried a motion to adopt AN ORDINANCE CREATING OTHELLO MUNICIPAL CODE SECTION 6.04.015 TITLED "NUMBER OF DOG". M/S Garcia/Dorow. This shall be known as Ordinance No. 1339.

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**AN ORDINANCE AMENDING OMC SECTION 17.09.430 TITLED “KENNEL”**

City Administrator Ehman Sheldon reviewed the proposed ordinance, which amends the current code relevant to a commercial kennel.

Council carried a motion to adopt AN ORDINANCE AMENDING OTHELLO MUNICIPAL CODE SECTION 17.09.430 TITLED “KENNEL”. M/S Snyder/Dever. This shall be known as Ordinance No. 1340.

**AN ORDINANCE CREATING OMC SECTION 17.56.125 TITLED “USE OF PREMISES – KENNELS”**

City Administrator Ehman Sheldon reviewed the proposed ordinance. He advised there will be an application process for a commercial kennel.

Council carried a motion to adopt AN ORDINANCE CREATING OTHELLO MUNICIPAL CODE SECTION 17.56.125 TITLED “USE OF PREMISES-KENNELS”. M/S Garcia/Johnson. This shall be known as Ordinance No. 1341.

**AN ORDINANCE CREATING OMC SECTION 17.56.175 TITLED “RESIDENTIAL FOSTER DOG PERMIT”**

City Administrator Ehman Sheldon reviewed the proposed ordinance.

Council carried a motion to adopt AN ORDINANCE CREATING OTHELLO MUNICIPAL CODE SECTION 17.56.175 TITLED “RESIDENTIAL FOSTER DOG PERMIT”. M/S Dorow/Dever. This shall be known as Ordinance No. 1342.

**NEW BUSINESS**

Councilmember Johnson thanked the Crane Festival committee members for their hard work and a special thanks to City employee Marcie Uptegrove.

Mr. Sheldon advised that the ball field lighting project is ongoing and Council recently awarded the contract. Mobilization will begin this week and it is a 35 day project. They have been able to expedite the project completion by April 28<sup>th</sup>. Mayor Wilson advised that a fence will be installed around the 4 ball field diamonds during the project and they cannot be used during this project.

Mayor Wilson made the following announcements:

- Mr. Jim Hayduk will be speaking at the Nazarene Church Gathering Place from 5:00 p.m. to 8:00 p.m. on April 1<sup>st</sup> to benefit those devastated by the earthquake and tsunami in Japan. The monies raised will be given to the American Red Cross to administer the relief funds.
- Othello’s 14<sup>th</sup> annual Spring Clean Up Days is scheduled for April 4<sup>th</sup> through the 9<sup>th</sup>. There are handouts available at City Hall listing the kinds of materials accepted for disposal. Flyers will be sent in the utility bills on Thursday.
- The Gray & Osborne Scholarship committee needs to review the scholarship applications before May 1<sup>st</sup>. Scholarship night is scheduled for Tuesday, May 24<sup>th</sup> and graduation is June 3<sup>rd</sup>. The scholarship committee is Councilmembers Spohr and Garcia.
- We have been advised that there are 3-4 delegates from our sister city on their way to Othello this week. They will be invited to attend the Council workshop next Monday.

**EXECUTIVE SESSION - PERSONNEL**

Mayor Wilson adjourned the Council meeting at 7:41 p.m. to conduct an Executive Session to discuss “Personnel” for approximately 30 minutes. No decisions will be made and the City Attorney will be present.

City Attorney Katherine Kenison introduced Ms. Anna Franz their new associate attorney.

At 8:10 p.m., City Attorney Katherine Kenison announced that the executive session was extended for an additional 10 minutes. Mayor Wilson reconvened the Council meeting at 8:24 p.m.

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Council carried a motion to adopt a one year employment contract with Mike Bailey at the stated terms. M/S Dever/Snyder. Councilmember Spohr noted he would abstain from voting because he thought it was announced there would not be any action taken after the executive session.

**ADJOURNMENT**

With no further items to discuss, Mayor Wilson adjourned the Council meeting at 8:24 p.m.

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

ATTEST:

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