

City of Othello
Regular Council Meeting
April 11, 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, City Clerk Debbie Kudrna, Police Chief Steve Dunnagan; and City Attorney Katherine Kenison.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of March 28, 2011
- B. Approval of City Council Workshop Minutes of April 4, 2011
- C. Approval of Payroll and Related Expenses
- D. Approval of Accounts Payable Checks
- E. Ceremonial Scissors Rental Policy & Procedure
- F. Call For Bids for Gas & Diesel Services

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 Checks for March Check No. 39598 to No. 39669 in the amount of \$398,940.35. Payroll Check No. 27118 to No. 27163 in the amount of \$260,223.58.

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

MAIN STREET CHANGE ORDER #4

City Engineer Taylor Denny reviewed the components of change order #4 for the Main Street project. It included: eliminating an existing drainage problem; installation of new sidewalk; eliminating an ADA deficient driveway at CBHA; additional asphalt on Main Street between 3rd and 5th Avenues; and adding 20 non-compensable working days. The total of the change order is \$42,774.62. Finance Officer Mike Bailey explained that the work on the ADA driveway at CBHA will be paid out of a separate fund and not from Councilmanic bonds. Engineer Larry Julius further explained how the additional asphalt would be applied on Main Street between 3rd and 5th Avenues.

Council carried a motion to approve Change Order #4 to the Main Street project. M/S Caylor/Garcia.

ANNUAL STREET STRIPING - WSDOT

Public Works Supervisor Terry Clements reported that annually the Department of Transportation stripes the city streets. He reviewed the proposed street striping program, excluding Main Street. The cost is \$8,150, which will increase next year when Main Street is included.

Council carried a motion to approve the agreement with Washington State Department of Transportation for street striping. M/S Snyder/Johnson.

CONTRACT FOR CONTROL OF NOXIOUS AND NUISANCE WEEDS

Public Works Supervisor Terry Clements reported that bids were received for the control of noxious and nuisance weeds for the City. Low bid was received from Basin Tree Service in the amount of \$19,908.00. They can provide the required insurance and a hold harmless agreement. The bid includes 96 hours of service, however the past contractors provided over 200 hours of service. Basin Tree Service does guarantee the weed spraying will be to our satisfaction.

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Council carried a motion to approve the contract for noxious and nuisance weed spraying to Basin Tree Service. M/S Dorow/Dever.

RESOLUTION TO APPOINT OFFICIAL NEWSPAPER

City Clerk Debbie Kudrna reported that bids were received for appointment of the official newspaper as follows:

Newspaper	Bid per single column inch	Cost per additional line (if applicable)	Submitted verification that they have a periodical class mailing permit	Circulation count (can not be used to determine low bid)
Columbia Basin Herald	\$6.00 per single column inch	N/A	Yes	6183 weekly (5 days publication)
The Othello Outlook	\$3.23 per single column inch	N/A	No	1325

She explained that the Othello Outlook submitted a lower bid; however, they did not submit the verification that they have a periodical class mailing permit along with their bid, as instructed in the bid packet. Staff recommended awarding the bid to the Columbia Basin Herald for one year.

Publisher Eric LaFontaine of the Othello Outlook acknowledged that he failed to provide proof of their mailing permit, as was required by the bid packet. He asked for an exception and requested that the Council recall for bids for the official newspaper.

City Attorney Kenison explained that state statute provides the requirements of an official newspaper. She explained that the record is clear why the Othello Outlook is a non-responsive bidder, noting that the bid packet requirements were very clear and specific. She recommended that the Council accept staff's recommendation to award the bid to the lowest, responsible bidder.

Council carried a motion to adopt A RESOLUTION DESIGNATING THE COLUMBIA BASIN HERALD AS THE CITY'S OFFICIAL NEWSPAPER for one year. M/S Dorow/Dever. Councilmember Spohr cast an opposing vote. This shall be known as Resolution 2011-06.

NEW BUSINESS

Councilmember Johnson said he and Councilmember Dever recently attended an economic development conference at Big Bend Community College. The speaker was Roger Brooks and he assists communities with promoting tourism, attracting new businesses, and creating themed cities. Councilmember Johnson asked Council to view his website and to consider whether to have Mr. Brooks meet with them to discuss these issues about our community.

Councilmember Dever suggested that we allow the Beautification Committee to continue with their program.

Councilmember Dever advised that he met with Work Source and he believes they have programs that should be provided within the school district and was going to present the information to the School Board.

Council carried a motion to confirm the Mayor's appointment of Terry Thompson to the Othello Planning Commission. M/S Caylor/Snyder.

Mayor Wilson read into the record the National Telecommunicators Week Proclamation.

Mayor Wilson made the following announcements:

- Adams County Fire District #5's biannual meeting is Tuesday, April 12th at 7:00 p.m. at the fire station. Councilmembers Spohr, Snyder and Garcia are the city's liaisons to the district.
- The Mayor's luncheon is Wednesday, April 13th at noon at the Senior Center.
- Friday, April 15 is the deadline for elected officials to file the financial affair statements with the Public Disclosure Commission.

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ADJOURNMENT

With no further items to discuss, Mayor Wilson adjourned the Council meeting at 7:41 p.m.

By: _____
TIM WILSON, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk