

City of Othello  
Regular Council Meeting  
April 25, 2016

**CALL TO ORDER:**

Mayor Shawn Logan called the meeting to order at 6:30 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, City Clerk Debbie Kudrna, Finance Officer Spencer Williams and City Attorney Kelly Konkright.

**CITIZEN INPUT**

There was none.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of April 11, 2016
- B. Approval of Accounts Payable Checks
- C. Dispatch Agreement with Adams County Fire District #5
- D. Set Public Hearing for May 9, 2016 on the Planning Commission Recommendation on Marijuana Processing, Producing and Retail Sales
- E. Resolution to Surplus Equipment

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. 46578 to No. 46632 in the amount of \$158,809.39.  
Accounts Payable Check No. 5272 to No. 5280 in the amount of \$5,893.91.

Council carried a motion to approve the Consent Agenda, as presented. M/S McCourtie/Bain. Mayor Logan reported that the Council is setting a public hearing on the Planning Commission recommendation on marijuana processing, producing and retail sales for May 9, 2016.

**OATH OF OFFICE FOR SERGEANT DAVID VELOZ**

Mayor Logan introduced Sergeant David Veloz and administered the Oath of Office. Mrs. Veloz pinned his Sergeant pin on him.

**BOND REFINANCE ORDINANCE**

Finance Officer Spencer Williams reported that Council had approved the option to refinance the Main Street bonds and save approximately \$263,000. He noted that an ordinance has been drafted to move forward with the refinancing. Scott McJannet from K & L Gates explained that the ordinance is an option to consider refinancing the City's 2010 LTGO bonds. It also approves the reissuance of the bonds and meets the Council's target for refinancing. This authorizes the sale of the bonds through December 1, 2016 and allows staff to complete the process.

Council carried a motion to adopt the ordinance, allowing staff to move forward with the bond refinance. M/S Everett/Dorow. This shall be known as Ordinance No. 1470.

**WATER STUDY UPDATE**

City Engineer Jesse Cowger of Varela & Associates and Tim Flynn of Aspect Consulting presented an update on near-term and long-term planning for the City's water supply and included

Review of the following:

- Water supply strategy
- Current demands and water rights
- Future water supply needs
- Near-term groundwater supply
- Potential need for alternative water supply (surface water treatment)
- Aquifer storage and recovery (ASR)
- Action and next steps

**CHANGE ORDER #2 AND #4 FOR THE WELL #9 PUMP STATION PROJECT**

City Engineer Jake Youngren of Varela & Associates noted that 1<sup>st</sup> Avenue has been paved and striped. He explained Schneider Water Service is completing the well project with startup scheduled for Friday. Change Order #2 for the Well #9 project was issued during the project, due to the unexpected encounter of groundwater at the well site. The changes include materials and labor for the installation of equipment and the amount for the change order is \$8,890.88 plus sales tax of \$684.60.

City Engineer Jake Youngren explained that Schneider Water Services is requesting payment for changes resulting from the ventilation changes for the motor control center to the interior or exterior, depending on the season. The amount for Change Order #4 is \$6,547.64 plus sales tax of \$504.17.

Council carried a motion to approve Change Order Request #2 and #4 for the Well #9 Pump Station Project. M/S Dorow/Garza.

**CHANGE ORDER #1 FOR THE 1<sup>ST</sup> AVENUE PROJECT**

City Engineer Jake Youngren explained that the City requested fiber mesh in the asphalt in lieu of the specified paving fabric for the 1<sup>st</sup> Avenue repaving project. The Change Order #1 results in a credit of \$36.96.

Council carried a motion to approve the enclosed Contractors Change Order Request #1 for the 1<sup>st</sup> Avenue Improvements Project. M/S Garza/McCourtie.

**ANNUAL VACCINATION CLINIC**

Code Enforcement Officer Heather Miler explained that Ordinance 1396 allows the City to offer a reduced rate on licensing one time per year in conjunction with a vaccination and license clinic. The upcoming vaccination clinic is jointly hosted by the City, Adams County Pet Rescue and Sagehills Veterinary Clinic. Adams County Pet Rescue is asking for the veterinary fees to be paid by Pet Rescue and the City. The veterinary services will be \$860 and the City's half will be \$430.

Council carried a motion to amend the contract with Adams County Pet Rescue for the 2016 fee for the vaccination clinic. M/S Lallas/Snyder.

**PERSONNEL POLICY CHANGE**

Finance Officer Spencer Williams proposed a minor change to the Personnel Policy to change the authorized travel tip amount from 18% to 20%. He noted that a 20% tip is now a common standard.

Council carried a motion to approve this change in the Personnel Policy. M/S Lallas/Everett.

**Ordinance to Create OMC 2.62 Titled “Emergency Powers of Mayor, City Council and City Administrator”**

Police Chief Schenck advised that Council recently adopted the emergency management plan. This emergency management ordinance establishes an emergency plan under the

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direction of the Mayor and the emergency powers of the Mayor, City Council or city employees.

Council carried a motion to adopt an Ordinance creating Othello Municipal Code Chapter 2.62, with the correction in the Mayoral Proclamation, Section 17 "County Commissioners of Othello Adams County". M/S Snyder/Lallas. This shall be known as Ordinance No. 1471.

**UNFINISHED BUSINESS**

Community Development Director Travis Goddard advised that we received one cost proposal from Morrison Maierle to perform an engineer and safety speed study on S. Broadway approximately \$4,000. He reviewed what they would perform for this project. He explained that the City does not need a professional engineer study to change speed limits, noting that the employee from Morrison Maierle is a transportation planner. Mr. Goddard advised that he can also perform the duties outlined in the scope of work and he will be able to use their checklist for future studies. This study will justify the speed limit change on S. Broadway or justify to lower it back down to 25 mph.

Council carried a motion for staff to proceed and authorize the Mayor to sign the contract (for Broadway Avenue speed study) with Morrison Maierle. M/S Dorow/Lallas.

He noted that he published requests for proposals for traffic engineering professional services and for a Hearing Examiner. He included the two proposals for traffic engineering: one from Morrison Maierle and one from JUB Engineers. These will be discussed at the next Council meeting.

Mayor Logan reported that the contractor who is working on the maintenance of the water towers is ready to paint the logo on the 3 M gallon tank. There have been discussions about painting the Sandhill crane festival logo or the city's logo on the tank. Public Works Terry Clements noted there will be a cost for painting the city seal or "Lions Park" on the water tank and he was instructed to get quotes.

**NEW BUSINESS**

Mayor Logan advised there is nothing currently on the workshop agenda. Council carried a motion to cancel the May 2, 2016 workshop meeting. M/S McCourtie/Snyder.

**ADJOURNMENT**

With no further items to discuss, Mayor Logan adjourned the Council meeting at 8:00 p.m.

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

ATTEST:

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