

City of Othello
Regular Council Meeting
April 28, 2014

CALL TO ORDER:

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

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

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

Absent Was: Councilmember Dan Dever.

Mayor Logan asked if everyone could hear him clearly. Everyone acknowledged.

Council carried a motion to approve the absence of Councilmember Dan Dever. M/S Dorow/Snyder.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of April 14, 2014
- B. Approval of Accounts Payable Checks
- C. Resolution to Accept a Donation for Shop with a Cop

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. 43889 to No. 43924 in the amount of \$112,665.70.

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

RECOGNITION – PASTOR BOB LUHN

Mayor Shawn Logan presented a huge key to the city to Pastor Bob Luhn for his dedication to the citizens and community.

COLUMBIA BASIN DEVELOPMENT LEAGUE

Columbia Basin Development League Government Relations Director and Lobbyist Mike Schwisow provided information about their goals; water supply projects, and facilities construction, including resolving the depletion of the Odessa subarea aquifer. He asked if the Council is interested in focusing on the Columbia Basin water issues; if so, he would be willing to attend a Council workshop.

LTAC - DISTINGUISHED YOUNG WOMEN FUNDING REQUEST

Representing the Lodging Tax Advisory Committee, Penny Morris requested that Council appropriate \$4,000 to the Distinguished Young Women organization for purchase of a trailer to house and transport their new Cinderella Carriage and advertising on the trailer. Finance Officer Spencer Williams reviewed the funding allocations from the lodging tax fund for 2014 and the estimated ending fund balance.

Council carried a motion to approve \$4,000 from the Lodging Tax fund. M/S Dorow/Bain.

BEAUTIFICATION COMMITTEE – BANNER DESIGN

Representing the Othello Beautification Committee, Lynette Caruthers updated the Council on the Main Street project. Ms. Caruthers presented two designs of street banners to be used with the new lights for Main Street Beautification project. She asked that the Council accept the two banner designs and both designs will be used.

Council carried a motion to proceed with their street banner design in both white and red. M/S Lallas/Everett.

SCANNING PROJECT

IT Manager Stan Anderton reported that staff is proposing converting all hard copy and electronic documents to searchable PDF files and a documents management system. Staff has reviewed several options available. After a review of several software and hardware solutions, he recommends Council appropriate \$15,000 to cover the costs for hardware, software and support services. Finance Officer Spencer Williams recommended that the costs be appropriated from various funds. Some records would be available from the City's website; however, if a requestor was not able to retrieve the records, we would provide those records.

Council carried a motion to approve funding \$15,000 for the Document Management project. M/S Dorow/Johnson.

SERVICE CONTRACT RENEWAL WITH NORTHWEST MAILING INC.

Finance Officer Spencer Williams presented the annual contract with Northwest Mailing, Inc. for mailing and postage services.

Council carried a motion to approve the annual service contract with Northwest Mailing, Inc. M/S Bain/Dorow.

GRANT APPLICATION FOR CITY WALK PATH

Public Works employee Dan Quick explained that the Federal Government has grant funding, which will be managed by the Washington Department of Transportation. The City is applying for funding to improve the City's walk path. The estimated project cost is \$566,000, which includes \$120,000 in design and engineering. To improve the City's chance of the grant award, it is suggested that we match the construction costs, in the amount of \$41,000. Mr. Quick explained that the walk path adjacent to McFarland Middle School will be improved.

Council carried a motion to approve the grant application to Washington State Department of Transportation for the 2015 walk path project. M/S Dorow/Johnson.

PROCLAMATION DECLARING NATIONAL PRAYER DAY

Mayor Logan read into the record the "National Day of Prayer" Proclamation. There will be a ceremony at noon around the City Hall flag on that day.

RESOLUTIONS TO REQUEST TO RENAME CITY PROPERTY AND/OR INSTALL MEMORIAL PLAQUE

Parks and Recreation Coordinator Molly Klippert advised that the City recently received a request to honor the late Fred Calzadillas at the Lions Park Athletic Complex for the 30-plus years he spent mentoring the youth of the Othello community as a coach with the Othello Youth Baseball/Softball League.

Following his passing in the fall of 2013, friends of the Calzadillas family organized fundraisers to assist his family with funeral costs and to honor Mr. Calzadillas. The remaining funds were used to design a pictorial plaque remembering Mr. Calzadillas and his many years as a volunteer youth baseball coach for the Othello Youth Baseball/Softball League.

At the request of the friends and family of Fred Calzadillas, Ms. Klippert presented a Resolution requesting the dedication of Lions Park Athletic Complex Field #3 as "Fred Calzadillas Field". She also presented a Resolution requesting the installation of a memorial plaque on the fence of Field #3 in honor of Mr. Calzadillas.

Council carried a motion to approve A RESOLUTION DEDICATING THE LIONS PARK ATHLETIC COMPLEX BASEBALL FIELD #3 IN HONOR OF FRED CALZADILLAS. M/S Dorow/Lallas. This shall be known as Resolution No. 2014-07.

Council carried a motion to approve A RESOLUTION AUTHORIZING THE INSTALLATION OF A MEMORIAL PLAQUE AT THE LIONS PARK ATHLETIC COMPLEX BASEBALL IN HONOR OF FRED CALZADILLAS. M/S Snyder/Lallas. This shall be known as Resolution No. 2014-08.

RESOLUTION TO AUTHORIZE USE OF CITY PROPERTY – ALL CITIES CLASSIC CAR SHOW

Parks and Recreation Coordinator Molly Klippert reported that The Othello Chapter of the All Cities Classic Car Club is preparing for their annual "Spud Run" and car show, scheduled for July 18th and July 19th, 2014. Plans include a registration event and the parade of cars on Friday, July 18th on Main Street between 6:00 p.m. and 9:00 p.m. The club is requesting to close off Main Street from 4th Avenue to 7th Avenue for this event. The cars permitted in the slow drags will only be those of the participants registered for the car show on Saturday. The car show will be held in Kiwanis Park on Saturday, July 19th from 6:00 a.m. to 6:00 p.m. Public Works has reported that the Othello Chapter of the All Cities Classic Car Club makes very little impact to the park and supports the request to use Kiwanis Park and the City right-of-way for this event. Due to the estimated attendance of 150-500 people in Kiwanis Park for Saturday's car show, the Othello Chapter of the All Cities Classic Car Club will incur the \$200 Special Event fee for use of Kiwanis Park.

Council carried a motion to approve A RESOLUTION AUTHORIZING USE OF CITY PROPERTY AND PUBLIC RIGHT-OF-WAY FOR THE OTHELLO CHAPTER OF THE ALL CITIES CLASSIC CAR CLUB "SPUD RUN" AND CAR SHOW SCHEDULED FOR JULY 18, 2014 AND JULY 19, 2014. M/S Dorow/Lallas. This shall be known as Resolution No. 2014-09.

RESOLUTION TO AUTHORIZE USE OF CITY PROPERTY – CHAMBER OF COMMERCE 4TH OF JULY EVENT

Parks and Recreation Coordinator Molly Klippert reported The Greater Othello Chamber of Commerce is preparing for their annual 4th of July Event in Lions Park. Preliminary plans include a fun run, Rotary breakfast, parade, children's games/activities, various entertainment acts, and a fireworks show. Assorted food, merchandise, and game vendors will be present in the park throughout the festivities. The Greater Othello Chamber of Commerce will begin park setup on Thursday, July 3, 2014 at 4:00 p.m., with vendor setup occurring between 5:00 p.m. and 8:30 p.m. The Greater Othello Chamber of Commerce was notified that the City of Othello will not be responsible for any overnight security or supervision of vendor equipment. The 4th of July event will be held on Friday, July 4, 2014 from 7:00 a.m. to 11:00 p.m. Two Public Works employees will be scheduled in Lions Park throughout the day to assist with cone/barricade placement, electrical outlet dispersion, trash pickup, and bathroom upkeep. Event clean-up is scheduled for Saturday, July 5, 2014 from 7:00 a.m. to 3:30 p.m. Due to the estimated attendance of 500+ people in Lions Park for the 4th of July event, the Greater Othello Chamber of Commerce will incur the \$400 Special Event fee for use of Lions Park.

Council carried a motion to approve A RESOLUTION AUTHORIZING USE OF CITY PROPERTY AND PUBLIC RIGHT-OF-WAY FOR THE GREATER OTHELLO CHAMBER OF COMMERCE 4TH OF JULY EVENT, SCHEDULED FOR FRIDAY, JULY 4, 2014. M/S Bain/Snyder. This shall be known as Resolution No. 2014-10.

RESOLUTIONS FOR THE PUBLIC WORKS TRUST FUND LOAN APPLICATION FOR SR24 WATER & SEWER PROJECT – WATER RESOLUTION AND SEWER RESOLUTION

Public Works employee Dan Quick advised that Public Works Trust Funds has become available for non-matching, low-interest loans. We are considered a non-distressed community, which sets our interest rate at 2.55% for a 5-20 year loan. The available funds from the state are \$175 million with \$7 million for each jurisdiction. The loan application deadline is May 16th, 2014. City staff and Gray & Osborne are working together and would like to re-apply for funds for the SR 24 / Industrial Area Water & Sewer Project. The city applied for a PWTF loan in 2012 but unfortunately did not get awarded the funds as state funds were cut. Estimated cost for the project is \$3,000,000 for sewer and \$1,800,000 for water upgrades. There was a review about repayment funding. Mr. Quick advised that city water and sewer utilities will be extended south to Bench Road and the west end of the Othello Port District property. Councilmember Lallas asked if the City had other water and sewer projects that we could apply for more funding. Mr.

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Quick stated he didn't think other projects had been engineered and noted the City could impose a latecomer's agreement to recoup some of the project costs.

Citizen Ken Caylor, 1006 E. Spruce Street, advised these projects in the south industrial area were promised years ago that we would improve the city infrastructure and they are waiting for the City's services. This will also loop into the Port District proposed development. He suggested that the City request funding for the water line to the proposed Well #9 site.

Council carried a motion to approve the application for a Public Works Trust Fund Loan for the SR24 / Industrial area utility improvements project. M/S Lallas/Dorow.

Council carried a motion to approve A RESOLUTION ESTABLISHING THE CITY OF OTHELLO'S INTENT REGARDING ITS 2016 SANITARY SEWER PUBLIC WORKS TRUST FUND CONSTRUCTION LOAN APPLICATION. M/S Johnson/Dorow. This shall be known as Resolution No. 2014-11.

Council carried a motion to approve A RESOLUTION ESTABLISHING THE CITY OF OTHELLO'S INTENT REGARDING ITS 2016 DOMESTIC WATER PUBLIC WORKS TRUST FUND CONSTRUCTION LOAN APPLICATION. M/S Dorow/Lallas. This shall be known as Resolution No. 2014-12.

ORDINANCE TO REPEAL EXISTING CHAPTER TITLED 5.16 "FIREWORKS" – SET PUBLIC HEARING

City Clerk Debbie Kudrna read the public hearing notice. Councilmember Lallas encourage citizens that have any issues with this proposal to attend the public hearing.

NEW BUSINESS

Mayor Logan made the following announcements:

- The Rabies and dog licensing clinic is scheduled for Saturday, May 3rd from 9 a.m. to noon in front of City Hall.
- The Council will review two ordinances at the upcoming workshop. One ordinance will provide changes to the water and sewer codes and one ordinance will provide changes to the garbage codes.
- The Lions Club will sponsor the White Cane Day on May 2nd and 3rd at various locations.
- In order to meet the State requirements for training in Open Public Meetings Act and Public Records & Retention, we can provide the training at the June 2nd workshop. We will also include training for Roberts Rules of Order. The meeting will be rescheduled to 5:30 p.m. elected officials from neighboring communities may be in attendance.

The City Clerk, Interim Police Chief and Finance Officer reviewed their March department reports.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 8:36 p.m.

By: _____
SHAWN LOGAN, Mayor

ATTEST:

By: _____
DEBBIE KUDRNA, City Clerk