

**City of Othello  
Regular City Council Meeting  
May 28, 2013**

**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: Eugene Bain, Ken Caylor, Kenneth Johnson, Mark Snyder, Genna Dorow, and Dan Dever

**Also Present:** City Administrator Ehman Sheldon; Department Heads: Public Works Director Terry Clements, Police Chief Steven Dunnagan, Finance Officer Spencer Williams, Receptionist Rebecca Perez-Ozuna and City Attorney Anna Franz.

**Absent:** Councilmember Charles Garcia

**MOTION:** Councilmember Dorow moved to accept the absence of Councilmember Charles Garcia. Councilmember Johnson seconded the motion and the motion carried.

**CITIZEN INPUT**

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of May 13, 2013
- B. Approval of Accounts Payable Checks
- C. Set Public Hearing on the 6-Year Street Plan for June 24, 2013

Accounts Payable were 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. 42605 to No. 42647 in the amount of \$ 866,306.11

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

**PRESENTATION BY FOOD BANK**

Sharon Mobley, Vice Chairman OFB, presented a proposal to the Council in regards to adding a line on the utility bills for monetary donations to the food bank which would be more convenient for the community. Ms. Mobley went on to explain other cities like Aberdeen, Hoquiam and Montesano are currently using this process and have seen donations increasing. Councilmember Ken Johnson commented the finance committee has reviewed this process and although they thought it a good idea, because the process is so new, he cannot see the concept being approved at this time. Councilmember Johnson also commented the committee would like to revisit the practice after an audit had been done for these cities.

Discussion ensued and Finance Officer Spencer Williams was asked to report back to council with his findings regarding the audit cycles. Councilmember Ken Caylor recommended the line be added to the bills now asking residents to donate monies to the Food Bank. There was council consensus to review this again.

**CONSIDERATION OF OPERATING ENGINEERS UNION CONTRACT**

Councilmember Kenneth Caylor, Negotiation Committee Member, explained to Council there have been various meetings with Operating Engineers and Public Works employees regarding their union contract and reported they have come to an agreement for a three-year contract beginning January 1, 2014 to December 31, 2016. Councilmember Caylor explained the base salary was increasing a total of 3.5% over the three years; the annual salary increase of 2-3% quantified by all cities west CPI; and it is a three year contract. Councilmember Caylor also mentioned there were other minor changes like hours agreed upon by all parties. Councilmember Genna Dorow mentioned one of the reasons the Negotiation Committee looked into the base pay was because there had not been an increase in nearly 11 years.

**Council moved to accept CONTRACT WITH OPERATING ENGINEERS. M/S Dorow/Caylor**

**CONSIDERATION OF AGREEMENT WITH PROTHMAN COMPANY – CITY ADMINISTRATOR**

Councilmember Dever, Negotiation Committee Member, explained there was a discussion with the committee and they decided it would be best to search for a new City Administrator instead of paying money for an interim and then go back and search for a new City Administrator. Mayor Wilson also commented one other detail was discussed at the meeting which was each candidate running for Mayor would be included in the interviewing process for the new City Administrator.

City Administrator Sheldon stated the Prothman Company provided a two year guarantee. If the Council is not satisfied with the new appointment, Prothman will conduct another search. The \$16,500 funding for the firm will be taken out of the General, Water, Sewer and Utility Tax Funds.

**Council moved to approve the CONTRACT WITH THE PROTHMAN COMPANY TO CONDUCT A CITY ADMINISTRATOR SEARCH AS PRESENTED. M/S Bain/Caylor**

**CONSIDERATION OF PROTHMAN CONTRACT FOR INTERIM CITY CLERK**

Mayor Tim Wilson informed the Council and audience in attendance, the City was not hiring a person to replace City Clerk Debbie Kudrna, who is out on sick leave, but rather to hire an interim City Clerk to fill her position until her return. Councilmember Dever mentioned the city will not be hiring another permanent City Clerk unless Ms. Kudrna decides not to return. Councilmember Genna Dorow added the City Clerk is one of the main staff positions required by state law and is one of the main reasons the committee has decided to fill the position with an interim.

**Council moved to approve the CONTRACT WITH PROTHMAN COMPANY TO SEARCH FOR AND PLACE AN INTERIM CITY CLERK. M/S Dever/Snyder**

**CONSIDERATION OF CITY ADMINISTRATOR SALARY**

Councilmember Dan Dever, Negotiation Committee Member, mentioned the current salary of City Administrators for cities of about Othello's size was under and agreed a new range needed to be set. Councilmember Dever also commented if a new City Administrator was to be hired it would cost more than what we are paying now and recommended the range of \$108,000 to \$120,000. Councilmember Genna Dorow also commented the review for the new salary was based on research from comparable cities.

**City of Othello  
Regular City Council Meeting  
May 28, 2013**

**Council moved to approve a NEW SALARY RANGE of \$108,000 to \$120,000 FOR THE CITY ADMINISTRATOR EFFECTIVE WITH THE NEW HIRE. M/S Caylor/Johnson**

**RESOLUTION TO SURPLUS SERVICE PISTOL**

Police Chief Dunnagan stated it was a customary gesture for the employees of the department to donate the funds to purchase the surplus pistol and give it to retiring Assistant Chief Inks for 35 years of service. Staff has collected \$510.00 and the pistol is being surplus at \$453.00. Mayor Wilson inquired about Assistant Chief's badge and was informed he is given a retired badge and identification, but does not keep his original badge.

**Council moved TO ADOPT RESOLUTION NO 2013-11 SURPLUSING A SMITH AND WESSON M&P PISTOL, SERIAL NUMBER DVS 8108. M/S Bain/Johnson**

**2013 - 2014 OTHELLO BARRACUDAS SWIM TEAM FACILITY USE AGREEMENT**

Park & Recreation Coordinator Molly Klippert, presented to Council the 2013 – 2014 contract between the City of Othello and the Barracudas Swim Team for use of the Othello Community Pool for the following two seasons. Ms. Klippert stated she and the president of the Barracudas Swim Team have agreed to the terms and the use agreement fee is \$3,000 per year.

**Council moved to APPROVE THE FACILITY USE AGREEMENT BETWEEN THE CITY OF OTHELLO AND THE OTHELLO BARRACUDAS SWIM TEAM. M/S Snyder/Dorow**

**RESOLUTION 2013-12 FOR USE OF CITY PROPERTY FOR THE OTHELLO CHAPTER OF THE ALL CITIES CLASSIC CAR CLUB**

Park & Recreation Coordinator, Molly Klippert, presented a resolution for the use of Kiwanis Park and City Right-of Way for July 19<sup>th</sup> and 20<sup>th</sup> for the slow drags and car show. Ms. Klippert explained they are requesting use of 1<sup>st</sup> Avenue from the north side of Columbia Street to the south side of Scooteny for a parade of cars and slow drag on Friday, July 19<sup>th</sup> and also the use of Kiwanis Park for the car show on July 20<sup>th</sup>. Ms. Klippert also mentioned the All Cities Classic Car Club will be paying a fee of \$200 for use of the park and city right-of-way due to the expected amount of people and requests the Council approve the resolution authorizing the use of Kiwanis Park and City right-of-way.

**Council moved to ADOPT RESOLUTION 2013-12 AUTHORIZING THE USE OF CITY PROPERTY FOR THE OTHELLO CHAPTER OF THE ALL CITIES CLASSIC CAR CLUB EVENT. M/S Dorow/Bain**

**RESOLUTION 2013-13 AUTHORIZING THE USE OF CITY PROPERTY FOR GREATER OTHELLO CHAMBER OF COMMERCE 4<sup>TH</sup> OF JULY EVENT**

Park & Recreation Coordinator Molly Klippert presented to council Resolution 2013-13 for use of Lions Park and the City right-of-way for the Greater Othello Chamber of Commerce 4<sup>th</sup> of July event. Ms. Klippert mentioned they will be using Main Street for the parade and use of Lions Park for Rotary breakfast, kid's activities and other activities including the firework show sponsored by the City. She also mentioned the Chamber has paid the \$400 fee for the expected turnout. Ms. Klippert recommended the adoption of the resolution authorizing the use of Lions Park and City right-of-way by the Greater Othello Chamber of Commerce on July 4<sup>th</sup>.

City of Othello  
Regular City Council Meeting  
May 28, 2013

**Council moved to ADOPT RESOLUTION 2013-13 FOR USE OF LIONS PARK AND CITY RIGHT-OR-WAY FOR GREATER OTHELLO CHAMBER OF COMMERCE 4<sup>TH</sup> OF JULY EVENT. M/S Dorow/Snyder**

**UNFINISHED BUSINESS**

Councilmember Ken Caylor explained the Beautification Committee had acquired a grant in the amount of \$19,500 which needs to be used by December 31, 2013. He reported the City may have to provide some funds this year. No funds are available in the 2013 Budget, but an additional \$45,000 could be budgeted for lighting in 2014. Staff was instructed to place Lynette Caruthers on the Council Workshop agenda of June, 2013 for an update from the Beautification Committee.

**NEW BUSINESS**

**Mayor's Announcements**

1. There is a State Webinar on June 4<sup>th</sup> at 10 a.m., it is an AWC presentation on hotel/motel tax.
2. A public hearing will be held before the Othello Hearing Examiner on Tuesday, June 4<sup>th</sup> at 10 am at the Council Chambers to consider the application known as the Palo Verdes Plat and Planned Unit Development. The Public is encouraged to attend and provide testimony regarding the application. If you have any questions please contact the City Planning Staff.
3. There is a Water/Sewer Committee meeting on Thursday, May 30<sup>th</sup> relative on to the McCain's proposal.
4. There is a Water/Sewer Committee meeting on Thursday, June 6<sup>th</sup> relative to the Property Purchase for Well #9.

Councilmember Ken Caylor inquired if the Planning Commission has met since 2012. He recommended the Planning Commission meet more often. Mayor Wilson encouraged the public to participate in their government and fill out the necessary applications.

**ADJOURNMENT**

**When there was no further business to come before the Council, Mayor Wilson declared the meeting adjourned at 7:38 pm.**

By: \_\_\_\_\_  
KENNETH JOHNSON, Mayor Pro Tem

ATTEST:

By: \_\_\_\_\_  
REBECCA PEREZ-OZUNA, Receptionist