

**City of Othello
Regular Council Meeting
June 10, 2013**

CALL TO ORDER:

Mayor Pro Tem Kenneth Johnson called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Present:

Mayor Pro Tem Kenneth Johnson

Councilmembers:

Mark Snyder

Ken Caylor

Dan Dever

Genna Dorow

Charles Garcia

Excused Absences:

Mayor Tim Wilson

Councilmember Eugene Bain

Staff:

City Administrator Ehman Sheldon

Public Works Director Terry Clements

Finance Officer Spencer Williams

Police Chief Steve Dunnagan

Interim City Clerk Nacelle Heuslein

City Engineer Larry Julius

City Attorney Katherine Kenison

Parks & Recreation Coordinator Molly

Klippert

MOTION: Council carried a motion to provide an excused absence for Mayor Wilson. *M/S Dorow/Garcia*

MOTION: Council carried a motion to provide an excused absence for Councilmember Eugene Bain. *M/S Caylor/Snyder*

CITIZEN INPUT

There was no citizen input.

APPROVAL OF AGENDA

Mayor Pro Tem Kenneth Johnson presented the Agenda for the June 10, 2013 City Council meeting.

MOTION: Council carried a motion to approve the agenda as presented. *M/S. Garcia/Snyder*

CONSENT AGENDA:

3.1 Approval of City Council Minutes of May 28, 2012

3.2 Approval of City Council Workshop Minutes of June 3, 2012

3.3 Approval of Payroll and Related Expenses Check No. 28300 - 28337 in the amount of \$267,214.25

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.

3.4 Accounts Payable Check No. 42648 - 42701 in the amount of \$ 156,871.16.

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3.5 Set Public Hearing for July 8, 2013 to consider a Zoning Map change as recommended by the Planning Commission for the property at 55 South 9th.

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

CURRENT BUSINESS

4.1 April Investment Report

Finance Officer Spencer Williams stated the following is a review of the City's cash position and performance of its investments for the twelve month period ending April 30, 2013.

The City has invested cash reserves in the Local Government Investment Pool (LGIP) which is owned and operated by the State of Washington; and a portfolio with U.S. Trust, a subsidiary of Bank of America Wealth Management. The City also carries a cash balance in its checking account at U.S. Bank.

Investment	LGIP	\$4,334,455
Investment	B of A	\$4,730,210
Cash Balance	Checking	\$1,275,778
Total Position		\$10,340,443

4.2 Approval of NW Mailing Service Agreement

Finance Officer Spencer Williams stated since 2009 the City has contracted with Northwest Mailing, Inc. for mailing/postage services. Every Year the City enters into a service agreement that provides support for the postage machine the City leases. Northwest Mailing, Inc. provides periodic preventative maintenance and all parts and labor costs incurred to keep the equipment operating.

This agreement would cover the time period from June 30, 2013 to June 29, 2014. The cost is \$1805.

MOTION: Council carried a motion to accept the annual service contract with Northwest Mailing, Inc. *M/S Dorow/Caylor*

4.3 Consideration of Coyote Ridge Contract - DOC

Public Works Director Terry Clements stated the current contract for Department of Corrections (Coyote Ridge) has been in place since 1994. After being approached by DOC it was determined a new contract needs to be established, with a renewal period of every two years. In addition to the contract, there is an addendum which has the yearly renewal requirements. The addendum is the document stating the specifics of the agreement with DOC, such as wages, mileage paid, and standard shift hours.

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The addendum renewal is for July 1st, 2013 to June 30th, 2014. The rate of pay for the inmates is \$1.45 per hour and the rate of mileage .56¢ per mile.

MOTION: Council carried a motion to accept the Dept. of Corrections (Coyote Ridge) contract for a two-year period and the addendum for another year of service. M/S Garcia/Dorow

4.4 WSDOT SR 26 1st Avenue update

Public Works Director Terry Clements provided a comprehensive slide presentation and update on the WSDOT SR26 / 1st Avenue project. Mayor Pro Tem Johnson stated traveling south on Broadway approaching the spur the directional signs are behind the bridge pillars and are difficult to see.

No formal action required for this item.

4.5 Update on Code Enforcement

Police Chief Steve Dunnagan updated the council on the activities of the code enforcement officer since code enforcement has fallen under the control of the police department and explained how data is being kept.

Chief Dunnagan stated he, the Department and Code Enforcement Officer Heather Miller have been working aggressively to figure out and formulate a pattern to record code enforcement activities. Her biggest job has been animal complaints. There have been 223 different animal complaints since September 2012, she has investigated 54 code violations, two parking problems, has attended a couple of speaking engagements and issued 14 infractions and 12 warnings. Usually the warnings come before the infractions. The nuisance abatement laws in the city are covered under an administrative process currently under review by the City Attorney. As soon as the violation is identified a letter is written. If the person is given a 14 day time to correct the violation. If it is not corrected with the 14 day period a \$250 a day penalty begins to accrue. Once it reaches \$5,000 the violation is sent to the City Attorney for prosecution in District Court. The Chief presented photos of one particular violation with old RV's, a motorcycle and other abandoned items.

4.6 Othello Farmer's Market Facility Use Contract with the Othello Senior Center

Parks & Recreation Coordinator Molly Klippert advised Council, City staff had recently met with representatives from the Othello Senior Center to renew the contract between the City of Othello and the Othello Senior Center Farmer's Market. With this, the Farmer's Market will continue to use a portion of the Pioneer Park facilities every Saturday from 7:00 AM to 1:00 PM, July 6th through October 25th, 2013.

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Representatives from the Othello Senior Center Farmer's Market will continue to operate the market in accordance with the rules and regulations set forth in the "Small Farm and Direct Marketing Handbook" published by the Washington State Department of Agriculture.

Due to the estimated attendance of 150-500 people per market day, the Othello Senior Center shall incur the \$200 special event fee for use of Pioneer Park. Payment of the special event fee will allow Public Works to provide additional garbage containers as well as cover the landfill fees for waste disposal.

Staff recommends approval of the agreement with the Othello Senior Center for the 2013 Othello Farmer's Market.

MOTION: Council carried a motion to approve the agreement between the City of Othello and the Othello Senior Center for the 2013 Othello Farmer's Market. M/S Dever/Caylor

4.7 Resolution 2013-15 A RESOLUTION AUTHORIZING USE OF CITY PROPERTY FOR THE OTHELLO SCHOOL DISTRICT SUMMER FEEDING PROGRAM

Parks & Recreation Coordinator Molly Klippert stated City staff met with Janette Root, representative of the Othello School District (OSD) regarding use of Lions Park to conduct the OSD Summer Feeding Program. The Summer Feeding Program is a state funded program (Healthy Hunger – Free Kids Act of 2010) that provides free lunch to children under the age of 18 throughout the summer months. The OSD plans to operate the Summer Feeding Program every Monday through Friday, June 12th to July 18th from 12:00 PM to 12:30 PM. The OSD has requested use of Lions Park and park shelter #1 (tennis court shelter) in order to conduct this program.

As part of the inter-local agreement for use of recreational facilities between the City of Othello and the Othello School District, staff recommends there be no fee imposed for use of Lions Park shelter #1 for the OSD Summer Feeding Program. Staff recommends City Council approve the resolution for the Othello School District's use of Lions Park and park shelter #1 Monday through Friday, June 12th to July 18th from 12:00 PM to 12:30 PM, in order to conduct the Summer Feeding Program.

MOTION: Council carried a motion to adopt Resolution 2013-15 a resolution authorizing use of Lions Park and park shelter #1 for the Othello School District Summer Feeding Program. M/S Garcia/Dorow

4.8 Executive Session - Property Acquisition

Mayor Pro Tem Kenneth Johnson declared the meeting adjourned at 7:29 p.m. to allow Council to go into an Executive Session pursuant to RCW 42.30.110(l)(b) to consider the selection of a

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site or the acquisition of real estate by lease or purchase. The Executive Session was expected to last 20 minutes. No action would be taken during the Executive Session. The following staff was asked to attend the Executive Session: City Administrator; City Attorney; Terri Clements, Public Works Director; and Larry Julius; City Engineer.

4.9 Extension of Executive Session:

At 7:49 p.m. City Attorney Kenison stated the Executive Session would continue another five (5) minutes.

4.10 Meeting Reconvened:

Mayor Pro Tem Johnson reconvened the regular Council meeting at 7:54 p.m.

UNFINISHED BUSINESS

NEW BUSINESS

Mayor's Announcements

- There will be a Transportation Benefit District (TBD) meeting on June 24, 2013 at 6:15 p.m. in the Council Chambers.
- There will be a Union Negotiation meeting on June 21, 2013 starting at 8:30 a.m. in Conference Room 3.

Councilmember Charles Garcia requested an excused absence from the June 24, 2013 regular City Council meeting.

ADJOURNMENT

With no further items to discuss, Mayor Pro Tem Kenneth Johnson adjourned the Council meeting at 7:56 p.m.

By: _____
KENNETH JOHNSON, Mayor Pro Tem

ATTEST:

By: _____
NACELLE J. HEUSLEIN, Interim City Clerk