

City of Othello
Regular Council Meeting
November 10, 2014

CALL TO ORDER:

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

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

Also Present: City Administrator Wade Farris; Department Heads: Public Works Director Terry Clements, Police Chief Phil Schenck; City Clerk Debbie Kudrna, Finance Officer Spencer Williams, and City Attorney Katherine Kenison.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of Special Meeting on October 22, 2014
- B. Approval of City Council Minutes of October 27, 2014
- C. Approval of City Council Workshop Minutes of November 3, 2014
- D. Approval of Accounts Payable Checks
- E. Approval of Payroll and Related Expenses
- F. Set Public Hearing on the 2015 Budget for November 24, 2014

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. 44582 to No. 44631 in the amount of \$275,861.77.

Payroll and Related Expenses Check No. 29080 to No. 29113 in the amount of \$307,111.02.

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

PUBLIC HEARING ON THE 2015-2020 CAPITAL FACILITY PLAN

Mayor Logan opened the public hearing at 7:03 p.m. Finance Officer Spencer Williams explained that the annual Capital Facility Plan is a part of the 2015 budget process and is a six year plan of capital projects with estimated costs and proposed methods of financing. He explained that by planning ahead to determine what our needs are, we can prioritize projects, coordinate related projects, and apply for loans and grants. He reviewed a spreadsheet which included the proposed 2015 - 2020 Capital Facility Plan for the City of Othello. Mayor Logan asked for public comments. There were no comments. Mayor Logan asked for Council comments. Councilmember Johnson stated that he thought the Police Chief was asking to purchase only one car in 2015 but it shows an amount for two cars. Police Chief advised that they prioritized other expenditures for 2015 and would want to only purchase one vehicle in 2015; however they will request purchase of three vehicles in 2016. Finance Officer Spencer Williams advised that he will correct the amount for the vehicles purchases. Mayor Logan closed the public hearing at 7:10 p.m.

PROCLAMATION HONORING BILLY LEE MORRIS

Mayor Shawn Logan read into the record a Proclamation honoring Billy Lee Morris.

MEMORANDUM OF UNDERSTANDING WITH TEAMSTERS

Police Chief Phil Schenck explained that the Memorandum of Agreement sets forth the parties understanding regarding hours of work and work schedules for the Sergeants, effective November 11, 2014 to December 31, 2016. This agreement includes a ten hour and forty minute shift. Police Chief Schenck advised that the matrix is the FLSA 7k matrix, which allows Police Officers and Fire Fighters to work beyond a normal 40 hour work week before overtime is accrued. With a 28 day schedule police officers are allowed to work up to 171 hours. This schedule will give

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them better coverage on all shifts; gives the officers a rotating cycle and they will have a full staff twice a month, which will become their training and meetings days.

Council carried a motion to approve the Memorandum of Agreement with Teamsters for the Sergeants. M/S Dorow/Everett.

ORDINANCE TO AMEND OMC CHAPTER 11.04 TITLED STREET AND BRIDGE DESIGN SPECIFICATIONS

City Administrator advised that it was brought to our attention that we have an out-of-date code: OMC Chapter 11.04 titled "Street and Bridge Design Specifications". This was adopted in 1955 and has not been revised since. This chapter provides that we will have three copies of the Standard Specifications for Roads and Bridge Construction filed in the City Clerk's office. This requirement has been surpassed by electronic technology. The book is approximately 970 pages and is now available on line from the Washington State Department of Transportation website. The code had other outdated information that is now corrected. The new ordinance provides that a copy of the Standard Specifications for Roads and Bridge Construction will be available on the City of Othello's website for use and examination by the public.

Council carried a motion to adopt AN ORDINANCE AMENDING OTHELLO MUNICIPAL CODE CHAPTER 11.04 TITLED "STREET AND BRIDGE DESIGN SPECIFICATIONS". M/S Garza/Dorow. This shall be known as Ordinance No. 1418.

PRELIMINARY BUDGET DISCUSSIONS

Finance Officer Spencer Williams explained that tonight's discussion will include the capital options from the following funds: general fund; street fund, and reserve funds. Mr. Williams reviewed the proposed salary increases proposed for 2015. City Administrator Wade Farris explained the process for salary evaluations. Mr. Williams advised that the salary increases will be paid out of the appropriate funds. Council discussed the proposals and it was suggested that the increases be allocated in a two year span. Mayor Logan recommended that the Council review the budget in full and if needed, the salaries can be reviewed again.

Finance Officer Williams reviewed the funding sources. He then reviewed the red zone (capital projects) requests for the general operating funds. Council made decisions on the capital projects. Council's consensus was to support the proposed salaries. Mayor Logan noted that the Lodging Tax committee will meet this week and a recommendation will be forwarded to the Council at the November 24th Council meeting. Mr. Williams explained he will prepare a final budget; he will meet with the Lodging Tax committee; Council will have a public hearing on November 24th and will hold a public hearing on the budget. He will then present the final budget in ordinance form at the November 24th meeting. Councilmember Johnson stated he would like to revisit the Lions Park restroom in June, 2015, noting that the skate park should be completed by then.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 8:17 p.m.

By: _____
SHAWN LOGAN, Mayor

ATTEST:

By: _____
DEBBIE KUDRNA, City Clerk