

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, Dan Dever, Genna Dorow, Charles Garcia, Kenneth Johnson, and Mark Snyder.

Also Present: City Administrator Ehman Sheldon; Department Heads: Public Works Director Terry Clements, Police Chief Steven Dunnagan, City Clerk Debbie Kudrna, and Finance Officer Spencer Williams; Parks and Recreation Coordinator Molly Klippert, and City Attorney Anna Franz.

APPROVAL OF AGENDA

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

CONSENT AGENDA:

- A. Approval of City Council Minutes of October 22, 2012
- B. Approval of City Council Workshop Minutes of November 5, 2012
- C. Approval of Accounts Payable Checks
- D. Approval of Payroll and Related Expenses
- E. Approval of Ashwood Notch Final Plat

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. 41785 to No. 41871 in the amount of \$211,598.78.
Payroll Check No. 28050 to No. 28085 in the amount of \$290,769.68.

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

PRELIMINARY BUDGET DISCUSSIONS

Finance Officer Spencer Williams provided a list of capital requests that were discussed at the last Council meeting. There were two items brought forward from last meeting: \$50,000 to increase funds for a community center and \$50,000 to increase the funds for park property. He also provided a list of funding sources for the Council's consideration. Mayor Wilson reported that if we pass the 14th Avenue project and the sewer/water project in the industrial area, our annual payment will be approximately \$370,000. He asked the Council to leave a \$500,000 balance in the general fund, in case of an emergency, and reminded Council that our tax base is not staying stable and there is an outstanding amount from the brokered natural gas tax that we may have to pay back. Finance Officer Spencer Williams reviewed the remainder of the funds, allowing Council to make decisions on the capital requests.

ADOPTION OF THE STREET PLAN

Public Works Director Terry Clements reviewed the street overlay history map. Public Works has rated the city streets and prepared a current road condition map. He reported that the Council Street Committee recommends carrying over the street overlay money from 2012 and applying it to the 2013 budget. These funds will be used to reconstruct Scooteny Street from 1st Avenue, east to just beyond 7th Avenue and will supplement the portion of the project costs that the TIB grant does not cover. Any remaining funds in the street overlay fund following the Scooteny Street project will be applied to improving streets in the southeast quadrant of the City. The project is scheduled to go out to bid in January, 2013.

Council carried a motion to adopt the 2013 residential street plan. M/S Dorow/Caylor.

PRELIMINARY BUDGET DISCUSSIONS

Finance Officer Spencer Williams reviewed the park and recreation capital requests and Council made decisions relevant to funding. Public Works Director Terry Clements and Parks and Recreation Coordinator Molly Klippert reviewed some of their capital requests.

APPROVAL OF PIPELINE AGREEMENT WITH BURLINGTON NORTHERN

Public Works Director Terry Clements explained that the alignment for the proposed 18" sanitary sewer main to connect the West Moon Street area and the SR 24 industrial area to the City's existing sewer system crosses property owned by the Burlington Northern and Santa Fe Railway Company (BNSF). In order to cross BNSF property, the City must obtain a pipeline permit and the fee is \$3,000. This permit fee will be eligible for reimbursement from the CDBG grant.

Council carried a motion to authorize the payment of the \$3,000 permit fee to the Burlington Northern Railway Company. M/S Dorow/Caylor.

Councilmember Snyder asked whether the Beautification committee request needs to be discussed. Mr. Sheldon advised there is a meeting scheduled with the Council Finance Committee and the Beautification Committee in December and a recommendation will be brought to the Council after it. There is a grant application due in January and another grant opportunity for a larger amount of funding. He advised that there are a lot of factors to work through before including anything in the budget at this time.

PRIVATE DISPLAYS ON PUBLIC PROPERTY

City Administrator Ehman Sheldon explained that this issue came to the Council last year and the question before the Council is whether to allow holiday displays on public property. There are certain parameters and rules that we have to abide by and conditions to consider, such as defining time lines on the displays; the number of displays allowed, etc.

City Attorney Anna Franz advised that this is solely limited to City property, such as our parks. Mr. Sheldon advised that a sign must be erected advising that the display does not reflect the views of the City and that these are private displays. Mayor Wilson stated that he would like to continue allowing the private displays for the citizens to enjoy in one park. Council held a discussion about allowing private displays in Pioneer Park, limiting the number of displays, and designating the day to allow them to be erected and removed. Their comments will be presented for consideration at the next Council meeting.

ORDINANCE AMENDING ORDINANCE 1359 – 2012 BUDGET

Finance Officer Spencer Williams advised that Council approved an ordinance in February, which amended the budget relevant to the funding for the City Hall boiler. He explained that the beginning expenditure balance and the beginning ending fund balance figures in that ordinance were in error. The proposed ordinance will correct the error.

Council carried a motion to adopt AN ORDINANCE AMENDING ORDINANCE 1359. M/S Dever/Johnson. This shall be known as Ordinance No. 1370.

ORDINANCE TO AMEND THE 2012 BUDGET

Finance Officer Spencer Williams explained the proposed amendments to the 2012 budget, which includes amendments in the general fund, PWTF debt service fund, and the Main Street funds. Mr. Sheldon advised that we're not anticipating exceeding the \$50,000 in the general fund.

Council carried a motion to adopt AN ORDINANCE AMENDING THE 2012 BUDGET FOR THE CITY OF OTHELLO AND AMENDING ORDINANCE 1352. M/S Johnson/Caylor. This shall be known as Ordinance No. 1371.

NEW BUSINESS

Mayor Wilson made the following announcements:

- ACDC will host a lunch at the County Municipal Services building on Wednesday to meet the new Big Bend Community College President, Terry Leas.
- The November 26th agenda will include three public hearings: the 2013 budget; the capital facility plan, and a rezone request. We will also consider an ordinance for the 2012 budget, ad valorem tax and sewer rates.
- We will be collecting youth hats, mittens and scarves to hang on the Christmas tree in the City Hall lobby. The items will be taken to the Fire Department for the Christmas basket program.

ADJOURNMENT

With no further items to discuss, Mayor Wilson adjourned the Council meeting at 8:08 p.m.

By: _____
TIM WILSON, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk