

City of Othello  
Regular Council Meeting  
November 14, 2016

**CALL TO ORDER:**

Mayor Shawn Logan called the meeting to order at 6:30 p.m. and led a silent invocation and the Pledge of Allegiance.

**Present:** Mayor Shawn Logan; Councilmembers: Genna Dorow, Corey Everett, Angel Garza, Larry McCourtie, John Lallas, and Mark Snyder.

**Also Present:** City Administrator Wade Farris; Department Heads: Public Works Director Terry Clements, Police Chief Phil Schenck, Community Development Director Travis Goddard, City Clerk Debbie Kudrna, Finance Officer Spencer Williams and City Attorney Kelly Konkright.

**Absent Was:** Councilmembers Eugene Bain.

Council carried a motion to approve the absence of Councilmember Bain. M/S Garza/Dorow.

**CITIZEN INPUT**

There was none

**APPROVAL OF AGENDA**

Council carried a motion to approve the agenda. M/S Dorow/Everett.

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of October 24, 2016
- B. Approval of City Council Workshop Minutes of November 7, 2016
- C. Approval of Accounts Payable Checks
- D. Approval of Payroll and Related Expenses
- E. Set a Public Hearing for the Adams County Water District #1 Utility Rates for Dec. 5, 2016
- F. Set the Public Hearing on the 2017 Final Budget for December 5, 2016
- G. Release of Retainage for the Fire Dept. Generator
- H. Release of Retainage for S 1<sup>st</sup> Avenue Project
- I. Resolution to Surplus Equipment

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. 47334 to No. 47411 in the amount of \$411,730.74.

Payroll and Related Expenses Check No. 30196 to No. 30232 in the amount of \$378,943.53.

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

**ADAMS COUNTY DEVELOPMENT COUNCIL PRESENTATION**

Julie Flyckt of the Adams County Development Council (ACDC) gave a presentation of their current activities and presented the ACDC annual report.

**ADAMS COUNTY DEVELOPMENT COUNCIL ADDENDUM NO. 9**

City Administrator Wade Farris advised this is in support to continue the relationship with ACDC. The fee is based upon a per capita formula.

Council carried a motion to approve Addendum #9 to the original Adams County Development Council agreement. M/S Dorow/Snyder.

**RESOLUTION TO AUTHORIZE CERB PLANNING GRANT APPLICATION**

City Engineer Jesse Cowger advised that city staff and Varela & Associates have put together a funding strategy for construction of Well 10 and a new reservoir. He reviewed the process for acquiring funding and reviewed the tasks and estimated budget to be funded by the proposed grant application.

City of Othello  
Regular Council Meeting  
November 14, 2016

The maximum planning grant amount offered by CERB is \$50K; the program requires a minimum match amount of 25% of the total project cost. The proposed grant application includes a request of \$50K from CERB and the City committing \$25K from water reserve funds.

Engineer Cowger reviewed the best-case funding packages for the proposed water projects, amounting to a total of \$5.75M. He estimated the city may drill Well #10 in 2018. There was a brief discussion about the location of a new well.

Council carried a motion to adopt a Resolution authorizing submission of the CERB Planning Grant Application. M/S McCourtie/Everett. This shall be known as Resolution #2016-30.

**ADAMS COUNTY FIRE DISTRICT #5 REPORT**

Fire Chief Lebacken advised that the Fire District is proposing an amendment to the contract to increase the annual payment to the Fire District based upon a City tax valuation formula versus the current annual CPI increase. Fire Commissioner Jay Weise stated that with the growth of the city and the expectation of increased fire service, they want to enhance their services. They believe the tax valuation formula will keep up with the projected growth of the city. Chief Lebacken stated that they want to maintain the current Washington State fire insurance rating (5) and to improve that they would like to hire two additional employees.

Chief Lebacken stated that the Fire Department currently spends about 60%-65% of their time on city business. Councilmember Everett stated that the Fire Department is asking for approximately \$42,000 increase in 2017 and up to \$71,000 increase in 2021 and asked what the City will receive for this increase. Chief Lebacken briefly reviewed a list of additional training and annual testing of equipment. Councilmember Everett stated that the City paid \$250,000 and they appropriated \$233,000 and asked what happened to the remaining \$17,000. Chief Lebacken advised that it's a rollover and invested to save for future purchases and to pay for additional manpower and maintenance of equipment and apparatus. Councilmember Everett noted that they seem to not be using the entire amount that we currently pay them and has concerns of an increase in the next several years.

Mr. Weise advised that the current 4 full time paid staff is working 60%-65% on city business. This request to the City and to the County will pay for two new employees. They will also provide more training, will have more firefighters during critical times and will perform more annual building inspections.

Councilmember Everett asked if they have considered increasing the pay to their firefighter volunteers and provide a better incentive for responding. Mr. Weise advised that they have increased their point system pay rate. Chief Lebacken advised that the new two employees will work rotating shifts. Councilmember Everett asked if the Fire District are planning for the growth of the city and do they have a comprehensive plan for the Fire Department. Mr. Weise explained that this proposal is the start of improving their programs and want feedback from the City of their expectations for future fire service.

There was a discussion of the City's funding and additional funding for new fire apparatus. Mayor Logan explained the annual revenue streams for the Fire District from the City and the County property taxes. Chief Lebacken explained that they build a reserve for truck and equipment purchases, noting there is also a mandate for upgrading their breathing apparatus in 2022.

Mayor Logan advised that they have now presented their requests and if additional information is needed, the Fire District can respond to those at the next council meeting.

**ACCEPTANCE OF THE DAN DEVER MEMORIAL SKATEPARK PROJECT**

Public Works Director Terry Clements advised that the skatepark project was completed on July 1<sup>st</sup>, 2016. There were some construction issues with cracking of the cement and an issue with some sidewalks damaged by the contractor during construction. The sidewalks have been repaired by the contractor to the satisfaction of staff.

The cracks in the cement of the skatepark have been reviewed by both the skatepark engineering firm of Spohn Ranch and the city's engineer. Both engineers believe that the cracks are within a normal

City of Othello  
Regular Council Meeting  
November 14, 2016

expected amount and do not believe they will continue to get worse. Skateboarders have stated that the cracks are not an issue and are very pleased with the skatepark. A WCIA representative applauded the city on a very nice, safe, beautiful and quality skatepark.

Mr. Clements advised that the cracks will be monitored and inspected regularly to see if the condition worsens. He stated that our contractor used a spec class 7100 cement instead of the required 4000 class that was in the bid documents. The 7100 class type is substantially stronger and was used because of the high temperature in June. Spohn Ranch had their concrete specialist inspect it and she reported that using the higher class type was above and beyond required needs for this project and felt that it was very beneficial to the skatepark.

Mr. Clements recommended that the Council accept the project and noted there is a one year warranty period upon acceptance of the skatepark.

Council carried a motion to accept the skatepark project as complete, with the conditions as reported. M/S McCourtie/Garza.

Mr. Clements advised that the contractor on 14<sup>th</sup> Avenue will cement, patch, seal and stripe the street by the end of this week.

**DISPATCH AGREEMENT WITH ADAMS COUNTY PUBLIC HOSPITAL**

Police Chief Schenck reviewed the dispatch services agreement and noted it includes a 3% increase for 2017 and 2018.

Council carried a motion to approve the Interlocal Agreement between the City of Othello and Adams County Public Hospital District 3 for dispatch services. M/S Dorow/Everett.

**AMENDMENT TO PERSONNEL POLICY**

Police Chief Schenck advised that our department is struggling to attract quality lateral police officers. We have two entry level officers in the academy and although entry level officers are beneficial, they are also expensive and time consuming to train. Lateral officers have finished the academy and the amount of time and money required to train them is significantly reduced.

Chief Schenck advised that other agencies are attracting lateral officers by offering a signing bonus with a three year pre-employment agreement. MRSC states that signing bonuses are legal as long as the personnel policy and budget authorizes them. Chief Schenck reviewed a change in the personnel policy to allow a signing bonus. The amendment and pre-employment agreement were reviewed and approved by the city attorney.

He advised that this amendment does not create cost to the city. If approved, the budget adjustment for 2016 will cost up to \$10,000 per lateral position hired. This would be a line item transfer within our existing budget and not a budget increase. He advised that initially, he is proposing a \$7,500 bonus. He advised that if a police officer lives within 30 minutes, they are able to take a city vehicle home. City Attorney advised he has reviewed and agrees with the proposals.

Council carried a motion to amend the personnel policy authorizing the Mayor to approve signing bonuses up to \$10,000 per lateral police officer hired and authorizing the Mayor to execute those agreements as needed and within budget. M/S Dorow/Lallas.

**ORDINANCE CREATING OMC 11.70 TITLED "STREET AND PARK TREES"**

Parks and Recreation Coordinator Amy Hurlbut presented an updated Tree City USA ordinance, based upon the City Attorney's recommendations. She will present a separate ordinance at the next meeting that needs updates to coincide with this new ordinance.

Attorney Konkright recommended that there are a few more changes that he would like to incorporate into the draft ordinance.

Council carried a motion to table this agenda item to the next meeting. M/S Dorow/MCCourtie.

**GENERAL GOVERNMENT BUDGET FOLLOW UP (MOWER, LIGHTING AT SKATEPARK AND POLICE VEHICLES)**

The Council was provided additional information about the mower. Public Works Director Clements is still working on a quote for the lighting for the skatepark. Chief Schenck presented a comparison of a Ford SUV and a Dodge Charger for police vehicles and recommends purchasing the Ford SUV's.

**2017 BUDGET DISCUSSION**

Finance Officer Spencer Williams reviewed the capital facility (red zone) requests and the adjusted available dollars in the various funds. There was a discussion of the ongoing capital requests and the one time capital requests. Some changes were suggested on the capital requests.

Councilmember Everett stated the city needs to discuss the \$42,000 request from the Fire Department for 2017 and discuss their proposed formula more. Council asked the Fire Chief to explain their reserve funds at the next meeting and for the Council to communicate any questions to the City Administrator and those will be forwarded to the Fire Chief.

**14<sup>TH</sup> AVENUE AND SR 26 INTERSECTION STUDY AND FUNDING**

Community Development Director Travis Goddard advised that the analysis for 14<sup>th</sup> Ave & SR-26 has been completed by Morrison Maierle. It shows that traffic at the intersection will increase significantly within the next 6 years. He explained that the engineers recommend 3 improvement options:

1. Geometric Alternative (a right hand turn lane on 14<sup>th</sup> Avenue and an acceleration lane going west on SR-26);
2. Signaled Alternative (a 4-way traffic signal); and,
3. Roundabout Alternative.

The turn lane option is the cheapest at \$391,625 but is only a temporary fix because it will have a failing level of service within 5-years. The traffic signal is estimated to be \$533,335 and can provide an acceptable service level to 2040. However, the DOT will not permit traffic signals on SR-26. The roundabout is estimated to be \$1,155,330 (could cost up to \$1.8M) and the accidents rates will slightly increase; however the injury rates will drop.

Mr. Goddard reviewed other statistics in the report. He reported that staff is working on setting transportation mitigation costs for the developments that are in process. Eventually, the City will need to pursue grants or loans to construct the project.

**UNFINISHED BUSINESS**

There was none.

**NEW BUSINESS**

Mayor Logan made the following announcements:

- It was Bonnie Valdez' 60<sup>th</sup> birthday today.
- The Lions Club is having turkey bingo tomorrow at 6:30 p.m. at the Senior Center.

**ADJOURNMENT**

With no further items to discuss, Mayor Logan adjourned the Council meeting at 8:49 p.m.

By: \_\_\_\_\_  
SHAWN LOGAN, Mayor

ATTEST:

By: \_\_\_\_\_  
DEBBIE KUDRNA, City Clerk