

**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: Ken Caylor, Dan Dever, Genna Dorow, Charles Garcia, Kenneth Johnson, Mark Snyder, and Marc Spohr.

**Also Present:** City Administrator Ehman Sheldon; Department Heads: Finance Officer Mike Bailey, Police Chief Steven Dunnagan, City Clerk Debbie Kudrna; and City Attorney Katherine Kenison.

**CITIZEN INPUT**

Sean Bates, 1156 E Juniper Street, said that the City has decided to budget for the fireworks for 2012 year. This year, staff recommendation for the Chamber of Commerce is the maximum guideline amount of \$14,276 from the tourism funding. Mr. Bates explained that the Chamber will not have the expense of \$4500 for fireworks and proposed that the tourism funds that the Chamber will not use for fireworks be removed from their tourism disbursement and utilized differently. He suggested that the allocation from the tourism fund to the Chamber be reduced to \$9,776 and suggested the Council directly spend tourism funds on fireworks. He said that the Council might elect to use the \$4500 in tourism fund towards the request from the Sandhill Crane Festival that will be presented tonight or to be towards the request from The Old Hotel for additional funds.

**APPROVAL OF AGENDA**

Council carried a motion to approve the agenda. M/S Johnson/Snyder.

**CONSENT AGENDA:**

- A. Approval of City Council Minutes of November 14, 2011
- B. Approval of Accounts Payable Checks

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. 40473 to No. 40474 in the amount of \$10,109.31.  
Accounts Payable Check No. 40475 to No. 40520 in the amount of \$174,233.85.

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

**CONSIDERATION OF OTHELLO SANDHILL CRANE FESTIVAL REQUEST**

Dixie Fultz, Chairman of the Sandhill Crane Festival asked the Council to appropriate city staff time to maintain the festival mailing list. They estimate that it would take approximately 60 hours annually to keep the mail list current and perform other associated duties. She explained that the mail list includes personal, sensitive material and they need to have the information on a secure computer system. City Attorney Kenison advised that the committee is a separate, non-profit organization and was incorporated to perform certain functions, and they are now asking the City to take over some of those duties. She is concerned that if the City would agree to this request, other organizations may request the same consideration from the City staff and resources are limited. She is also concerned about having credit card information on the documents that the staff would work off of and recommended that if the Council agrees to their request, the credit card information must be redacted, prior to forwarding to the staff. Councilmember Johnson compared the Sandhill Crane Festival request to when the City provides extra expenses to other organizations for local events in our parks, such as restrooms and manpower; although he would want to clear the legalities of the issues. Council's consensus was to consider the request at the next regular Council meeting. They asked that Dixie find out what computer program is used for the mail list to see if it would be compatible with the City's system.

**BOB COX TRAFFIC SIGN REQUEST**

Citizen Bob Cox asked Council to consider two requests: have a sign installed on West Cemetery Road and 20<sup>th</sup> Street that reads "Not a through road" and have a 4-way stop at 7<sup>th</sup> Avenue and Scooteny Street. He explained that some traffic assumes that Cemetery Road has access to Hwy. 17. Because it does not, those vehicles have to turn around in the cemetery parking lot, causing confusion and damage to the property. Mr. Cox also explained that traffic seems to be confused at the 4-way intersection at S. 7<sup>th</sup> Avenue and Scooteny Street and believes that a 4-way stop would alleviate some driver's confusion and increase safety for children that are walking to school. He acknowledged that Scooteny Street has a hill; however, the School District has options to drive other routes during inclement weather. Councilmember Johnson noted that when we connect 7<sup>th</sup> Avenue to Columbia Street will relieve some of the congestion at the intersection.

Council's consensus was to erect signs on Cemetery Road: "Not a through road" and "No trucks". Council's consensus was to request that the School District have crossing guards at the intersection at 7<sup>th</sup> and Scooteny Street. Councilmember Dever made a suggestion of redirecting the school bus route. City Administrator Ehman Sheldon asked if the Council would like an engineer traffic study of the intersection. Councilmember Spohr suggested that it become a two-way stop sign; eliminate the free right and left turns, and have a solar, yellow, flashing school light installed. Mr. Sheldon advised that there is pedestrian walk grant funding and maybe the City can discuss this further with the School District. Council's consensus was to work with the School District to get a professional review of the intersection.

**PUBLIC HEARING ON THE 2012 BUDGET**

Mayor Wilson opened the public hearing at 7:22 p.m. Finance Officer Mike Bailey reviewed the budget fund allocations. He stated that the fund allocations are the same, as was reviewed by the Council and there are no changes to the proposed budget since the Council's review. Mayor Wilson asked for public comments. There was none. Mayor Wilson asked for Council comments. Councilmember Spohr asked what the philosophy is when the ending fund balance of 2011 is not the same as the estimated beginning fund balance for 2012. Mr. Bailey explained that the beginning fund balance for 2012 is derived from his year end estimate. Mr. Bailey further explained that the \$950,000 utility tax windfall was allocated 50% into the general fund and 50% into the utility fund. Councilmember Spohr commented that is why the estimated beginning balance in the general fund is higher and without that, our beginning 2012 balance would have been less than our estimated ending fund balance. Mr. Bailey explained that the union negotiations changed the city benefit allocations and he will present a budget amendment at the next regular Council meeting and will clearly explain the need for the amendment. Mr. Bailey also explained that the proposed 2012 budget includes the reserve fund balances. Mayor Wilson closed the public hearing at 7:37 p.m.

**ORDINANCE TO ADOPT THE FY 2012 BUDGET**

Finance Officer Mike Bailey reported that the budget has been discussed and presented. He reviewed the proposed ordinance to adopt the 2012 budget, in the total amount of \$20,465,362.

Council carried a motion to adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OTHELLO WASHINGTON, FIXING THE BUDGET FOR 2012, SETTING FORTH APPROPRIATIONS AND ESTIMATED REVENUES AND ADOPTING, BY REFERENCE, THE FINAL BUDGET FOR 2012. M/S Caylor/Snyder. This shall be known as Ordinance No. 1352. Councilmember Spohr stated that he does not agree with appropriating \$10,000 for fireworks; \$10,000 allocation to the Beautification committee, and the \$50,000 to help us get more natural gas into the community. Councilmember Spohr cast an opposing vote.

**EXECUTIVE SESSION – CONSIDERATION OF PROPERTY PURCHASE**

Mayor Wilson announced that the City Council will adjourn into an Executive Session pursuant to RCW 4.30.110 (1) (b) at 7:42 p.m. to consider selection of a site or acquisition of real estate. He advised that the executive session is expected to last approximately 30 minutes. No action will be

taken during the executive session. City Attorney Katherine Kenison and City Administrator Sheldon attended the executive session.

Mayor Wilson reconvened the City Council meeting at 8:07p.m.

**NEW BUSINESS**

Councilmember Johnson commented that they have not been getting department head reports from the Building and Planning Department. Mr. Sheldon advised that it was submitted today and posted on BoardDocs. Councilmember Spohr stated that he appreciates the new lights on the basketball court. He also commented that during inclement weather, the traffic light at 1<sup>st</sup> and Main Street turns to flashing yellow. However, during the first snow last week, that did not occur. Mr. Sheldon advised that this is a procedure issue and it has been followed through with.

Mayor Wilson made the following announcements:

- The Moon Street project required that we advertise for engineering services and we received two responses. The following Councilmembers Caylor, Dorow, and Snyder offered to be on the committee.
- The Adams County Fire District #5 breakfast fundraiser is this Sunday, December 4<sup>th</sup> from 9:00 a.m. to 1:00 p.m. at the Eagles Lodge.
- The new elected officials will be sworn into office at the December 12<sup>th</sup> Council meeting.
- DOT will present drawings of the 1<sup>st</sup> Avenue/Hwy 26 project at the December 12<sup>th</sup> meeting.

**ADJOURNMENT**

With no further items to discuss, Mayor Wilson adjourned the Council meeting at 8:13p.m.

By: \_\_\_\_\_  
TIM WILSON, Mayor

ATTEST:

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