



MINUTES

City Council Regular Meeting

6:30 PM – Monday, December 11, 2017

Council Chambers, City Hall – 500 E Main St

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Logan called the meeting of the Othello City Council to order at 6:30 and led a silent invocation and the Pledge of Allegiance.

ROLL CALL

Councilmembers Present:

Eugene Bain
Genna Dorow
Corey Everett
Larry McCourtie
John Lallas
Mark Snyder

Councilmembers Absent:

Angel Garza

MOVED BY EUGENE BAIN, SECONDED BY GENNA DOROW,
COUNCIL EXCUSE ABSENT COUNCILMEMBER ANGEL GARZA,
CARRIED.

ADMINISTRATIVE STAFF PRESENT

Shawn Logan, Mayor
Wade Farris, City Administrator
Police Chief Phil Schenck
Rebecca P. Ozuna, City Clerk
Spencer Williams, Finance Officer
Anne Henning, Community Development Director
Terry Clements, Public Works Director
Kelly E. Konkright, City Attorney

CITIZEN INPUT

Benjamin Schenck is a 6th grade student at McFarland Junior High and came to advise the Council of the overcrowded situation that students are currently experiencing as to being trampled in the hallways, overcrowded seating during meals and many other situations. Mr. Schenck requested the support of the Council for the construction of the new schools.

Manuel Martinez stated that he purchased some apartments on Spruce St about 2-3 month ago that had a lot of water damage and hired some contractors to help with the work. During the process, Mr. Martinez stated they could not find a shut off valve for the apartments so they searched the property and finally found a valve that was located in his property about 10-15 feet. Mr. Martinez mentioned that the valve did not indicate it was City property, there was no lock on the lid and was already leaking when he turned it off. After he was done and noticed the valve was still leaking he called the City to ask if the valve was his so he can fix it or if it was the City's so they can fix it.

Mr. Martinez commented that he later received a bill from the City in the amount of \$1400 for tampering with the valve and also the repair of the valve. Mr. Martinez said if the valve would have been locked or indicated that it belong to the City he would have approached the situation another way. Manuel believes it is unfair that he received the bill because the valve was already leaking and plus it belongs to the City so he does not understand why he has to pay for them to do their job. Mr. Martinez also mentioned that he had to pay for concrete work that was damaged by the City because they broke concrete to be able to fix the valve so he doesn't believe it is fair.

Mayor Logan restated all the information provided by Mr. Martinez and asked if the contractors hired were licensed by the City and Mr. Martinez answered yes. Mayor Logan mentioned that the charge for \$1292 is for the new meter the City installed and the \$150 charge is for tampering with the valve and Mr. Martinez stated he understood what the charges were for, however he mentioned that the valve before was already leaking when he turned it off and he didn't break anything. Councilmember Lallas cleared the matter that if Mr. Martinez would have called the City to turn the water off to his property then the City would have seen the valve was broken and possibly would have fixed it and he would not have been charged for it however since he turned it off himself that is why they are charging him.

There was further discussion between Mr. Martinez, staff and Council with regards to the timeline of events, verbiage of the code as to which party is responsible for the meter and tampering with the meter along with charges to Mr. Martinez and proper labeling of City

property. At the end it was the Council consensus that Mr. Martinez owed the fee and no motion was made to waive the fee.

APPROVAL OF AGENDA

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

CONSENT AGENDA

- A. Approval of City Council Minutes of November 27, 2017
- B. Approval of City Council Workshop Minutes of December 4, 2017
- C. Approval of Account Payable Checks
- D. Approval of Payroll and Related 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. 49010 to No. 49066 in the amount of \$1,131,900.92.

Payroll and Related Expenses Check No. 30787 to No. 30815 in the amount of \$367,795.28.

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

CURRENT BUSINESS

OATH OF OFFICE FOR NEWLY ELECTED OFFICIALS

City Clerk Rebecca P. Ozuna administered the Oath of Office to newly elected Mayor Shawn Logan and Councilmembers Genna Dorow, John Lallas and Corey Everett.

VOLUNTEER RECOGNITION AWARD

Mayor Logan presented a Community Service Award certificate and lapel pins to Chris Braunwart. Mrs. Braunwart gave a brief overview of what it takes to organize and run the Sandhill Crane Festival.

OTHELLO SCHOOL DISTRICT BOND LEVY RESOLUTION

Mayor Shawn Logan presented to Council the resolution supporting the Othello School Bond Levy.

City of Othello
City Council Meeting
December 11, 2017

Council carried a motion to APPROVE THE RESOLUTION SUPPORTING THE OTHELLO SCHOOL DISTRICT BOND LEVY. M/S Dorow/Lallas. Councilmember Corey Everett casted an opposing vote. This shall be known as Resolution No. 2017-33

WELL # 3 EMERGENCY DECLARATION RESOLUTION

Jesse Cowger, Engineer for Varela & Associates, referred to an attached letter from Varela & Associates for considerations relating to the replacement of Well 3. Mr. Cowger commented that the City's attorney has reviewed the considerations raised by Public Works Staff and the City's Engineer (Varela & Associates) and that City Attorney drafted the attached resolution for the Council's action concerning an emergency declaration for waiving of bidding requirements for the replacement of Well 3.

Mr. Cowger stated the current total cost of replacing Well 3 and getting the new well connected is estimated to be in the \$1.8M range. The City plans to fund the total \$1.8M estimated cost of well replacement with a funding package through USDA-RD. However, a temporary inter-fund loan may be necessary to make the cash-flow work until the USDA-RD funding package is secured and USDA-RD has indicated they can refinance an inter-fund loan.

Council made a motion to APPROVE THE RESOLUTION CONCERNING THE EMERGENCY FOR REPLACEMENT OF WELL #3. M/S Snyder/Lallas. This shall be known as Resolution No. 2017-34

ADAMS COUNTY PET RESCUE ANNUAL REPORT

Kyya Grant, Director of Adams County Pet Rescue gave their annual report and reviewed the County and City Animal statistics. Ms. Grant also mentioned that they will continue to host vaccination clinics, and they will host spay/neuter clinics. There was a discussion about the new agreement being worked on with Adams County Pet Rescue in regards to adding the dog catching, adding licensing to their services and increase of pay.

ADAMS COUNTY DEVELOPMENT COUNCIL ANNUAL REPORT

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

ORDINANCE TO ADOPT THE AD VALOREM PROPERTY TAX

City of Othello
City Council Meeting
December 11, 2017

Finance Officer Spencer Williams explained that annually, the Council must pass an ordinance fixing the amount provided by property taxes for collection in the following year as part of the budget process. He reviewed the 2017 levy for collection in 2018, in the amount of \$1,640,000.

Council carried a motion to ADOPT THE AD VALOREM TAX ORDINANCE FOR FISCAL YEAR 2018. M/S Lallas/Dorow. This shall be known as Ordinance No. 1500.

RESOLUTION TO SET THE GENERAL FUND MINIMUM FUND BALANCE

Finance Officer Spencer Williams presented the resolution that will reduce the general fund minimum balance from \$500,000 to \$400,000 for one year.

Council carried a motion to APPROVE THE RESOLUTION TO ESTABLISH A NEW MINIMUM FUND BALANCE FOR THE GENERAL FUND. M/S Lallas/McCourtie. This shall be known as Resolution No. 2017-35.

ORDINANCE TO FOR UTILITY TAX FUND

Finance Officer Spencer Williams commented that in September the Council discussed changing the way the City tracks our Utility Taxes. Right now, these taxes are received into their own fund (Utility Tax Fund) and moved to other funds as needed. Mr. Williams mentioned that most Cities receive these revenues directly into the General fund, along with other city tax revenues. The Council previously discussed a few different options and decided to receipt these tax revenues directly into our General Fund and gave direction, at that time, to prepare on ordinance that will make this change. Mr. Williams stated that our budget process moved forward with this change in mind and this change requires a change to our OMC by ordinance which is presented to council.

Council made a motion to ADOPT THIS ORDINANCE TO RECEIPT UTILITY TAXES DIRECTLY INTO THE GENERAL FUND. M/S Lallas/Snyder. This shall be known as Ordinance No. 1501.

ORDINANCE TO ADOPT THE CAPITAL FACILITY PLAN 2018-2023

Finance Officer Spencer Williams explained that we had a public hearing on the capital facility plan and some changes were made.

Council carried a motion to ADOPT THE 2018-2023 CAPITAL FACILITY PLAN ORDINANCE. M/S Bain/Everett. This shall be known as Ordinance No. 1502.

ORDINANCE TO AMEND 2017 BUDGET

Finance Office Spencer Williams advised that throughout the year, City Council has approved adding items to the 2017 budget. He reviewed the specific amendments to the 2017 budget.

Council carried a motion to ADOPT THE ORDINANCE AMENDING THE 2017 BUDGET. M/S Lallas/Snyder. This shall be known as Ordinance No. 1503.

ORDINANCE TO ADOPT THE CITY OF OTHELLO 2018 BUDGET

Finance Officer Spencer Williams reviewed the appropriations for the 2018 budget. This budget includes all of the discussions and decisions made with the department heads; council committees and budget meetings. Mayor Logan thanked everyone for helping with the budget process.

Council carried a motion to ADOPT THE 2018 BUDGET ORDINANCE AS PRESENTED. M/S Dorow/Everett. This shall be known as Ordinance No. 1504.

UNFINISHED BUSINESS

There was none.

NEW BUSINESS

Mayor Shawn Logan made the following announcements:

1. Asked Council if they would like to cancel the December 26th Council Meeting and it was the consensus of Council to cancel.
2. Asked Council if they would like to move the January 1st workshop meeting to Tuesday January 2nd and they were in agreement.

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:27p.m.

By: _____
SHAWN LOGAN, Mayor

ATTEST:

City of Othello
City Council Meeting
December 11, 2017

By: _____

REBECCA P. OZUNA, City Clerk