



## MINUTES

### **City Council Regular Meeting**

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**6:30 PM – Monday, July 9, 2018**

Council Chambers, City Hall – 500 E Main St

#### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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Mayor Logan called the meeting of the Othello City Council to order at 6:33 and led a silent invocation and the Pledge of Allegiance.

Mayor Logan asked City Attorney Kelly E. Konkright about the legal requirement of the meeting being recorded as there were some technical difficulties at the beginning of the meeting which did not allow for the meeting to be recorded. City Attorney Mr. Konkright stated that he is not aware of a legal requirement of the meeting needing to be recorded and stated that as long as the City Clerk took notes recording public comment and voting it should be fine.

#### **ROLL CALL**

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**Councilmembers Present:**

Eugene Bain  
Corey Everett  
Larry McCourtie  
John Lallas  
Mark Snyder

**Councilmembers Absent:**

Genna Dorow  
Angel Garza

MOVED BY EUGENE BAIN, SECONDED BY JOHN LALLAS, COUNCIL  
EXCUSE ABSENT COUNCILMEMBERS GENNA DOROW AND ANGEL GARZA.  
CARRIED.

#### **ADMINISTRATIVE STAFF PRESENT**

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Shawn Logan, Mayor  
Wade Farris, City Administrator  
Rebecca P. Ozuna, City Clerk  
Spencer Williams, Finance Officer  
Terry Clements, Public Works Director

#### **CITIZEN INPUT**

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There was none.

## APPROVAL OF AGENDA

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

## CONSENT AGENDA

- A. Approval of City Council Minutes of June 25, 2018
- B. Approval of Account Payable Checks
- C. Approval of Payroll and Related Expenses

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. 49840 to No. 49941 in the amount of \$209,283.26.

Payroll and Related Expenses Check No. 31012 to No. 31078 in the amount of \$429,674.40.

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

## CURRENT BUSINESS

### **ORDINANCE AMENDING OTHELLO MUNICIPAL CODE SECTION 4.36 TITLED “PUBLIC DANCES”**

City Clerk Rebecca Ozuna mentioned that over the years there have been some issues with security, time of public dances and the requirements needed to obtain a public dance permit and that the current ordinance has been in effect since 2003 which started that they (City Hall and Police Department) have discussions in great length the necessity of updating the ordinance to ensure the safety and welfare of our citizens and make sure that process to obtain a permit is more streamline. Ms. Ozuna presented Council an ordinance with multiple updates recommended by personnel from City Hall, Police Department and has been reviewed by the City Attorney.

Council made a motion to ADOPT THE ORDINANCE AMENDING SECTION OTHELLO MUNICIPAL CODE CHAPTER 4.36 TITLED “PUBLIC DANCES” WITH A GRAMMAR CORRECTION. M/S Everett/MCCourtie. This shall be known as Ordinance No. 1514

### **RESOLUTION TO AWARD BID FOR OFFICIAL NEWSPAPER**

City Clerk Rebeca Ozuna reported that every year the City calls for bids for official newspaper and this year bids were sent out on June 14<sup>th</sup> and were accepted up to 12:00 p.m. on June 29<sup>th</sup>, 2018.

We received the following bid:

- The Sun Tribune \$8.15 per single column inch

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Ms. Ozuna mentioned that last year the City spent about \$10,200 on legal publications not including advertisements and recommended the Council award the official newspaper to the Sun tribune.

Council carried a motion to APPROVE THE RESOLUTION TO AWARD THE OFFICIAL NEWSPAPER TO THE SUN TRIBUNE. M/S Bain/Lallas. This shall be known as Resolution No. 2018-14.

**RESOLUTION AND FACILITY USE AGREEMENT BETWEEN CITY OF OTHELLO AND ALL CITIES CLASSIC CAR CLUB FOR CAR SHOW AND SPUD RUN**

Parks and Recreation Coordinator Amy Hurlbut reported that the All Cities Classic Car Club is preparing for their annual “Spud Run” and car show, scheduled for July 20th – 21st, 2018. Preliminary plans include the parade of cars on Friday, July 20<sup>th</sup> on Main Street between 6:00 p.m. and 9:00 p.m. The club is requesting to close off Main Street from 4th Avenue to 7th Avenue for this event as they did in 2017. The car show will be held in Kiwanis Park on Saturday, July 21<sup>st</sup> from 6:00 a.m. to 5:00 p.m. The All Cities Classic Car Club will incur the \$200 Special Event fee for use of Kiwanis Park.

Council made a motion to APPROVE THE RESOLUTION AUTHORIZING USE OF CITY PROPERTY FOR THE OTHELLO CHAPTER OF THE ALL CITIES CLASSIC CAR CLUB’S ANNUAL “SPUD RUN” AND CAR SHOW. M/S Snyder/Lallas. This shall be known as Resolution No. 2018-15

**RESOLUTION AND FACILITY USE AGREEMENT BETWEEN CITY OF OTHELLO AND AMERICAN CANCER SOCIETY FOR RELAY FOR LIFE**

Park and Recreation Coordinator Amy Hurlbut mentioned that this year’s Relay for Life event will be presented differently, after a transition to a DIY event model was rolled out by the American Cancer Society. Othello relay for life had chosen to have a festival type event in the center of town at Pioneer Park. Set up for the event will begin at 9am. The event will be from 3pm-11pm and cleanup will be done by 12am. This will not be an overnight event like it has been in the past. There will still be many recognizable traditions such as survivor’s dinner and luminaria, as well as team booth set up earning money for the event’s cause. The American Cancer Society will incur the \$200 Special Event fee for use of Pioneer Park.

Council made a motion to APPROVE THE RESOLUTION AUTHORIZING THE USE OF LIONS PARK BY THE AMERICAN CANCER SOCIETY IN COORDINATION WITH THE RELAY FOR LIFE EVENT COMMITTEE ON JULY 21, 2018 FOR THE ANNUAL RELAY FOR LIFE EVENT. M/S Lallas/McCourtie. This shall be known as Resolution No. 2018-16

**RESOLUTION AND FACILITY USE AGREEMENT BETWEEN CITY OF OTHELLO AND GREATER OTHELLO CHAMBER OF COMMERCE FOR FARMERS MARKET**

Parks and Recreation Coordinator Amy Hurlbut reported that the Othello Chamber of Commerce wants to continue to manage the Farmer’s Market. They requested to use a dedicated portion of Pioneer Park every Thursday from 3:00 p.m. to 8:00 p.m., July 12<sup>th</sup>, 2018 through October 25<sup>th</sup>, 2018. The Greater Othello Chamber of Commerce will incur the \$200 Special Event fee for use of Pioneer Park.

Council carried a motion to APPROVE THE FACILITY USE AGREEMENT BETWEEN THE CITY OF OTHELLO AND THE GREATER OTHELLO CHAMBER OF COMMERCE FOR USE OF PIONEER PARK TO

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OPERATE THE 2018 FARMER'S MARKET. M/S Snyder/Bain. This shall be known as Resolution No. 2018-17.

#### **PURCHASE POLICY DISCUSSION**

Finance Officer Spencer Williams presented to Council a draft purchase policy for them to review. Mr. Williams commented that the City has good practices in place to govern how City money is spent and that there are pieces of a policy in different places, but not one all-inclusive document to codify our practices. We compiled a policy that we believe captures the Council's desires and this document is a draft.

Mr. Williams stated that putting a policy like this together can be tricky. We've seen examples that are tighter and looser, depending on the comfort level of the respective council. This policy was reviewed by the Finance Committee and our attorney and changes at both levels were implemented into this document. Mr. Williams mentioned that his vision tonight is to review this document, then you as council members can discuss the portions that you are comfortable with and what you would like to change. This is very much a collaborative effort and should reflect your desires as the City Council.

#### **OTHELLO SAND HILL CRANE FESTIVAL DEBRIEF**

Sand Hill Crane Festival Co-Chairs Chris and Kurt Braunwart gave a brief overview of the Sand Hill Crane Festival held in March 2018 and all the feedback they received from surveys received. Mayor Logan also gave a brief overview of his personal experience in attending the festival and also being asked to participate.

#### **EXECUTIVE SESSION - PERSONNEL**

Mayor Logan announced that Council will now adjourn at 7:19 pm to go into an executive session pursuant to RCW 42.30.110(g) to review the performance of a public employee. The executive session is expected to last 15 minutes. No action will be taken during the executive session. Mayor Logan requested that Finance Officer Spencer Williams and City Attorney Kelly Konkright attend. Mayor announced the session would take an extra 5 minutes.

Council came out of executive session at 7:41pm

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#### **UNFINISHED BUSINESS**

Councilmember Larry McCourtie inquired about the fireworks issues that arose which led to discussion between council about updating the ordinance to which would take place in 2020.

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#### **NEW BUSINESS**

Public Works Director Terry Clements gave an update on Well #3.

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#### **ADJOURNMENT**

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With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:51p.m.

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

ATTEST:

By: \_\_\_\_\_  
REBECCA P. OZUNA, City Clerk