



## MINUTES

### City Council Regular Meeting

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6:30 PM – Monday, September 14, 2020

GoToMeetings

#### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

#### ROLL CALL

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Councilmembers Present:

John Lallas  
Jonathan Erickson  
Maria Quezada  
Genna Dorow  
Corey Everett

Councilmembers Absent:

Mark Snyder  
Angel Garza

**Council carried a motion to EXCUSE SNYDER AND GARZA. M/S Lallas/Dorow**

#### ADMINISTRATIVE STAFF PRESENT

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Shawn Logan, Mayor  
Yvonne Hernandez, Deputy City Clerk  
Shawn O'Brien, City Engineer  
Anne Henning, Community Development Director  
Spencer Williams, Finance Officer  
Abner Garza, IT Director

#### CITIZEN INPUT

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There was none.

#### APPROVAL OF AGENDA

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**Council carried a motion to APPROVE THE AGENDA. M/S Erickson/Lallas**

## CONSENT OF AGENDA

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- A. Approval of Accounts Payable Checks
- B. Accept Well #10 Drilling Project

**Council carried a motion to APPROVE THE CONSENT AGENDA. M/S Lallas/Dorow**

## CURRENT BUSINESS

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### **PUBLIC HEARING ON STOP SIGN EVALUATION STUDY**

Mayor Logan opened the Public Hearing at 6:33 p.m.

Shawn O'Brien, City Engineer stated that T-O Engineering has prepared a report for the City of Othello on a stop sign warrant process. Staff presents this draft report to City Council and attempt to gather some citizen input to determine the needs and desires from the community on this topic. This input will be incorporated into the final report.

The City of Othello currently does not use stop signs in residential areas of town in a manner that is consistent with the Manual on Uniform Traffic Control Devices. Therefore, the City of Othello applied to the Quad County Regional Transportation Organization (QuadCo) for a grant to look at our use of stop signs and to establish a criterion so that intersections are handled in a consistent way throughout the City. This will reduce the City's potential liability and increase safety.

O'Brien explained that due to Covid we are unable to have an open house so we decided to have a public hearing to gather public input, had an article put in the local papers and posted on social media.

The next step in the process is to gather input from City Council and the community on the draft report and incorporate that information into the final report.

Staff also requests direction from City Council on whether they want to formally adopt the final document as City policy or simply allow staff to use it as a reference tool.

O'Brien stated once the document is completed and depending on its recommendations and how they are used, there may be costs associated with removing existing stop signs, installing additional ones, and educating the public.

O'Brien asked for council to direct any questions to either himself or Bob Turner of T-O Engineering who was also present. Turner advised that the study was originally put together to determine if there needed to be a policy or procedure and set the framework of what is going to be done in the city. This would be used to determine and evaluate where stop signs need to be placed.

There was discussion raised about informal and formal policies as well as the school zone between council and Turner. Turner advised that there has been significant amount of outreach in order to proceed forward and meets requirements to adopt a policy.

Mayor Logan opened the public testimony for those in support of the proposal. There was none.

Mayor Logan closed the Public Hearing at 6:48 p.m.

Mayor refers this back to Shawn O'Brien, Police Chief Schenck, and Bob Turner to come back to the council and present your recommendations of where to add additional stop signs and or where to remove them.

#### **FIBER INTERNET FOR THE CITY**

Abner Garza, IT Director states that the Technology Committee met earlier this year and directed staff to pursue a new agreement with Saddle Mountain for the use of our towers and server room. We could not come to an agreement on terms for internet bandwidth and use of City Resources.

COVID has increased our network traffic due to users remoting in from home, having a faster and more reliable connection is essential to our staff at City of Othello. In our effort to support working from home and in the interest of keeping our City always connected, our plan is to implement a redundant internet connection for virtually no down time.

Wholesail is able to offer an expandable fiber connection which already sits in our network closet. We would like to contract for the next 5 years for 1Gbps. We have other contracts (81 E. Pine and 111 Broadway) with Wholesail and would like to extend them to the same 5 year date. This is reflected in the Wholesail Order Form attached.

With Wholesail Fiber we can also re-sell fiber to other providers such as Saddle Mountain and Desert Winds Wireless in the future. This may help offset our fiber costs.

We would have to terminate the contract with Saddle Mountain. Garza stated he already has discussed this matter with the city attorney who stated we need to give at least a 30 day notice, not required but due diligence to give notice.

#### **Council carried a motion to APPROVE MASTER SERVICE AGREEMENT WITH WHOLESAIL NETWORK. M/S Erickson/Quezada**

#### **TEMPERATURE KIOSK**

Abner Garza, IT Director informs council about currently using a handheld temperature thermometer at employee entrances. Employees scan themselves and write down their

temperatures on a log form in order to keep record of it. Garza stated he was contacted by Pacific Office Automation who has graciously provided a demo of a temperature kiosk. Staff at city hall has been able to walk in, get their temperature and logged automatically. We were thinking of getting 4 of them for our office and public works for the main and employee entrances.

We could potentially put them out at high traffic locations to help stop the spread of COVID-19. Garza presented to council a brief presentation from Pacific Office Automation of how the temperature kiosk works. Discussion was raised in regards to the cost and also the probable uses of the kiosk. Council asked that Garza acquire some quotes before putting a final contract together.

#### **CARES ACT CORONAVIRUS RELIEF FUND**

Mayor Logan addressed the council in regards to the additional \$125,000 Cares grant monies for small businesses and Covid related expenditures for the city. Council suggested reaching out to small businesses and encouraging any to apply who missed the deadline or did not apply for the first round of relief funds. Council also suggested allocating funds to the hospital for Covid related expenses. Council also asked staff to look into a possible relief fund for residents who have fallen behind in paying their utility bill.

#### **CITY WIDE FARMERS MARKET**

Sharon Skorick, Chamber of Commerce, presents to council a, “special event application” for a City Wide Farmers Market October 10 following the governors guidelines. Skorick stated this would be a progressive farmers market at different locations throughout the city. The tentative plan would be music and vendors at the city park, vendors at city hall, Ironworks would have an outside beer garden, Rodeo Association would have a corn maze out at the fairgrounds, a bike ride and the Abe Lincoln railcar would be open. Skorick asked if council if they would consider waiving the fee for this community event. Discussion was raised and council agreed to waive the special event fees since this is not a money-making event for the Chamber, it is something Chamber is organizing for the good of the community.

**Council carried a motion to Approve the Facility Use Agreement with Chamber of Commerce and Waive the Special Event Fees for this event. M/S Everett/Erickson**

#### **NON-REPRESENTED 2% DEFERRED COMPENSATION MATCH**

Phil Schenck, Chief of Police states that earlier this year staff had proposed bringing to council a recommendation for a 2% match for additional retirement plan for non-union employees. The last 2 collective bargaining agreements for all four City unions have stipulated that union employees receive as part of their compensation package a deferred compensation match. These employees are able to invest a portion of their compensation into a state run 457 plan before taxes. The City has agreed to match this investment up to 2% of the employee salary.

This match has not previously been made available to non-union employees.

Staff is requesting the Council to authorize a 2% deferred compensation match be authorized for all non-union employees.

**Council carried a motion TO APPROVE THE NON-REPRESENTED 2% DEFERRED COMPENSATION MATCH. M/S Everett/Quezada**

**MEMORANDUM OF UNDERSTANDING WITH OTHELLO SCHOOL DISTRICT ON SCHOOL RESOURCE OFFICER #2**

Phil Schenck, Chief of Police presents to council that the City and Othello School District desire to partner to fund an additional school resource officer. The City applied for and received a Department of Justice hiring grant. This grant provides funds for three years with a fourth year unfunded retention requirement. The grant amount is \$125,000.

Before Council is an Memorandum of Understanding negotiated with the District. The District has agreed to pay the first three years cost above those paid by the grant. On the fourth year, they have agreed to evenly split these costs. The four-year annual cost for the District has been averaged to be \$63,671 per year.

Schenck states this will require the purchase of an additional patrol vehicle, equipment, as well as hiring and training a new officer and would like to start this process immediately with existing funds.

**Council carried a motion to APPROVE MEMORANDUM OF UNDERSTANDING WITH OTHELLO SCHOOL DISTRICT ON SCHOOL RESOURCE OFFICER #2 AND THE HIRING FOR THE VACANT POSITION. M/S Lallas/Dorow**

**UNFINISHED BUSINESS**

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Mayor advised that Paul Snyder, Mark Snyder's dad graveside service will be Friday Sept 18 at 4:30 pm at Bess Hampton Memorial Gardens.

Mayor also welcomed Victoria June Morelos who was born earlier today to our City Clerk, Tania Morelos. Brianna Martinez, administrative secretary also had her baby, Julio Martinez, last week. Nina Gonzalez from public works will be filling in for Brianna and Yvonne will be filling in for Tania's responsibilities.

**NEW BUSINESS**

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There was none.

**COUNCIL WILL ASLO RECEIVE THE FOLLOWING**

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Engineering Dept Project Update

Adams County Fire District #5 Report

ADJOURNMENT

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With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:48 p.m.

By: \_\_\_\_\_

SHAWN R. LOGAN, Mayor

ATTEST:

By: \_\_\_\_\_

YVONNE HERNANDEZ, DEPUTY CITY CLERK