



MINUTES

City Council Regular Meeting

6:30 PM – Monday, November 9, 2020

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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Councilmembers Present:

Jonathan Erickson
Corey Everett
Mark Snyder
Genna Dorrow
Maria Quezada
Angel Garza

Councilmembers Absent:

John Lallas

Council carried a motion to EXCUSE COUNCILMEMBER JOHN LALLAS. M/S Snyder/Dorrow

ADMINISTRATIVE STAFF PRESENT

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

CITIZEN INPUT

There was none.

APPROVAL OF AGENDA

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

CONSENT OF AGENDA

- A. Approval of Accounts Payable Checks

Council carried a motion to APPROVE THE CONSENT AGENDA. M/S Everett/Quezada

CURRENT BUSINESS

EXECUTIVE SESSION

Mayor Shawn Logan stated that council will now adjourn into an executive session pursuant to RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase. The executive session is expected to last 20 minutes. No action will be taken during the executive session. Council requests that the City Attorney remain for the executive session: Session is expected to last 20 minutes and City Council is expected to make a decision after coming back into regular session.

Mayor states that council came out of executive session and stated they were discussing purchasing land in the city to permanently locate the cardboard recycling program. The property is immediately adjacent to city property on the corner of Broadway and Fir, Lots 5-7, Blk 4, Original Town of Othello. Mayor Logan states he has had some preliminary discussion with the property owner and is asking for authorization from the city council to purchase the property for \$35,000.

Council carried a motion to PURCHASE THE PROPERTY. M/S Everett/Snyder

ASR PHASE II PILOT TESTING PROGRAM

Mayor Logan states that Tim Flynn of Aspect Consulting will be leading discussion on the completed ASR Phase II Aspect Consulting Change Orders #9 and #10. Flynn states that Phase I Pilot Test this past spring utilizing groundwater from the City's wellfield, presented the findings, and submitted the draft Phase I report to Ecology on June 30, 2020. Aspect Consulting prepared and submitted to Ecology on behalf of the City, a scope of work for the ASR Phase II Pilot Test program that will utilize treated EL-68 canal water, purchased from the Bureau of Reclamation, as the recharge source at City of Othello Well 8. Ecology has approved funding for the ASR Phase II Pilot Test scope of work and is completing processing of the grant documentation. Aspect also assisted the City in securing a grant from the State Department of Commerce to fund design and lease of a skid mounted water treatment system to provide water treatment of EL-68 canal water as the recharge source for the ASR Phase II Pilot Test to occur during the 2021 irrigation season (April – October). Combined, the respective Ecology and Commerce grants cover the cost of the design, permitting, implementation, and analysis of the ASR Phase II Pilot Test Program.

The attached Change Order #9 covers the scope of work approved by Ecology and Attached Change Order #10 the scope of work approved by Commerce, associated with respective grant funding for the ASR Phase II Pilot Test Program.

Council carried a motion to APPROVE CHANGE ORDER #9 TO THE CONTRACT WITH ASPECT CONSULTING TO IMPLEMENT THE ASR PHASE II PILOT TESTING PROGRAM. M/S Dorow/Snyder

Council carried a motion to APPROVE CHANGE ORDER #10 TO THE CONTRACT WITH ASPECT CONSULTING TO IMPLEMENT THE ASR PHASE II PILOT TESTING PROGRAM. M/S Erickson/Garza

ROBERT W. DROLL GRANTS CONTRACT AMENDMENT

Mayor Shawn Logan informed council that we were notified of additional post grant award work which needs completed and submitted by November 15th or we lose our place in line of grant awards. Their outstanding requirements will require the City to enter into an additional contract with RWD. RWD did not account for this work in their original scope of work. RWD has successfully fulfilled our contract deliverables to date. To fulfill the work asked of them, they project it will take \$1100+/. The City needs them so we can be covered for additional work and meet the grant deadline.

Options to cover this cost include:

1. Prepare a Contract Amendment to the existing Contract now. If you're OK this, we'll proceed fulfilling the requests while the amendment is being processed.
2. Assuming Othello will continue to contract with RWD to design the improvements; we can include the cost in that Scope/Fee. RWD realizes this may take months, but I'm Ok with that. If for whatever reason, the Grant does not move forward, then a Contract Amendment could be prepared then.

**Council carried a motion to APPROVE THE CONTRACT AMENDMENT WITH ROBERT W. DROLL
OPTION 1. M/S Dorow/Everett**

2020 CONTRACT AMENDMENT WITH WESTERN DISPLAY FIREWORKS

Mayor Shawn Logan states that earlier this year, the City Council approved a contract with Western Display Fireworks for a Fireworks Display for July 4, 2020. As a result of the Covid-19 outbreak, City Council postponed the event until later in the year. After conducting an online survey from the Community, the City Council decided to conduct the Fireworks display on December 5, 2020 during the Christmas Miracle on Main Street event.

A question from Council was if our City Ordinance allows for Public displays outside the times around the 4th of July and New Years Eve. After checking our ordinance, the Public Display is allowed. Our Ordinance addresses the sale and discharge of fireworks for personal use. The Public Display is separate from public sales and use, therefore it's an allowed display. In our process for a public display, the application needs to be made to the local fire chief who approves the permit and then the contract is approved by City Council.

Discussion was made about the certificate of liability insurance and it was clarified in the proof of insurance.

Council carried a motion to APPROVE THE CONTRACT AMENDMENT WITH WESTERN DISPLAY FIREWORKS FOR DECEMBER 5, 2020 M/S Everett/Dorow

BUDGET DISCUSSION (1 OF 2)

Spencer Williams, Finance Officer stated that up to this point we've met with Council Budget Committees to discuss each department's budget. We discussed the needs and recommendations of each department in detail. At our last meeting we presented the comprehensive budget along with the capital requests of department heads and the City Council. Tonight, we will discuss Red Zone items as actual possibilities in the 2021 budget. Tonight, we will implement these capital requests into the budget and review the possible funding sources for each request. Because we've already discussed the budget line items in detail we will not focus on them tonight. We will focus on the capital requests. We will discuss the majority of our budget tonight. And use our next meeting (Nov 23rd) as a catchup meeting for any leftover items.

The following attachments were updated based on our last meeting and are presented for discussion tonight.

- Funding Sources and descriptions – This document shows our available resources, the established minimum fund balance for each fund and a brief description of the fund.
- Fund Balance & Red Zone items - This document will be our main working document tonight. This document shows the 2021 ending fund balances we have to work with and all the red zone items. We will work from an excel version of this document, so we can have some back and forth with decisions.
- Items already in the budget FYIs – This page is informational only. It highlights some of the large projects and purchases that are already in the budget as a quick reference.

Williams stated that we had extra funds to fund all of the red zone items and then we have some monies leftover for council discussion. Williams informed council that he made some changes to include the explorer van per our last conversation I increased that from \$10000 TO \$20000. The Permit Trax we previously had \$20000 and we have changed that to \$15000. There was also some discussion from council to add another to \$122000 to our fire truck reserve fund. Discussion was made and all changes were agreed on.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

COUNCIL WILL ALSO RECEIVE THE FOLLOWING

ADJOURNMENT

With no further items to discuss, Mayor Logan adjourned the Council meeting at 7:42 p.m

By: _____
SHAWN R. LOGAN, Mayor

ATTEST:

By: _____
YVONNE HERNANDEZ, DEPUTY CITY CLERK