

# SELAH CITY COUNCIL

4:00pm April 12, 2016

3:00pm Study Session - Buxton Co.  
Retail Recruitment



Selah City Council  
Regular Meeting  
Tuesday, April 12, 2016  
4:00pm  
City Council Chambers

Mayor:  
Mayor Pro Tem:  
Council Members:

Sherry Raymond  
John Tierney  
Paul Overby  
Roy Sample  
Laura Ritchie  
Roger Bell  
Russell Carlson  
Diane Underwood

CITY OF SELAH  
115 West Naches Avenue  
Selah, Washington 98942

City Administrator:  
City Attorney:  
Clerk/Treasurer:

Don Wayman  
Bob Noe  
Dale Novobielski

## AGENDA

- A. Call to Order –Mayor Raymond
- B. Roll Call
  - 1. Absences
- C. Pledge of Allegiance
- D. Agenda Changes **None**
- E. Public Appearances/Introductions/Presentations **None**
- F. Getting To Know Our Businesses **None**
- G. Communications
  - 1. Oral

This is a public meeting. If you wish to address the Council concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name for the record. The Mayor reserves the right to place a time limit on each person asking to be heard.

- 2. Written
  - Joe Henne 1. March 2016 Monthly Report for Building Permits and Inspections, and Code Enforcement
- H. Proclamations/Announcements **None**
- I. Consent Agenda

All items listed with an asterisk (\*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

- Monica Lake \* 1. Approval of Minutes: March 22, 2016 Council Meeting
- Dale N. \* 2. Approval of Claims & Payroll

- J. Public Hearings **None**
- K. New Business **None**
- L. Old Business **None**
- M. Resolutions
  - Don Wayman 1. Resolution Authorizing the Mayor to Sign an Agreement with Central Washington Insurance Agency, Inc. for Brokerage Services

- Dave Mullen 2. Resolution authorizing the Mayor to sign contract between the City of Selah and Chinook Entertainment for the Selah 4th of July Celebration

N. Ordinances

- Don Wayman 1. Ordinance Amending Section 1.06.030 of the Selah Municipal Code, "Order of Procedure"; Establishing an Effective Date; and, Providing for Severability
- Harmit Bedi 2. Ordinance of the City of Selah, Washington, amending Selah Municipal Code Section 9.16.010 relating to utility latecomer agreements

P. Reports/Announcements

1. Mayor
2. Council Members
3. Departmental
4. Boards

Q. Executive Session

1. 30 Minute Session – Real Estate RCW 42.30.110 (1) (c);  
Employee Evaluation RCW 42.30.110 (1) (g)

R. Adjournment

Next Study Session April 26, 2016  
Next Regular Meeting April 26, 2016

Each item on the Council Agenda is covered by an Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.

A blue AIS indicates an information/non-action item.



**CITY OF SELAH**  
**CITY COUNCIL**  
**AGENDA ITEM SUMMARY**



**COUNCIL MEETING      INFORMATIONAL ITEM**

**4/12/2016      G – 2A**

**Title:** March 2016 Monthly Report for Building Permits and Inspections, and Code Enforcement.

**Thru:** Donald Wayman, City Administrator

**From:** Joe Henne, Public Works Director

**Action Requested:** Informational - No action

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Staff Recommendation:**

Informational Only

**Background / Findings & Facts:**

Attached are the Building Permits and Inspections, Code Enforcement reports for March 2016.

**Recommended Motion:**

Informational only.

March 2016 Building Permits and Inspections Report

No.	Name/Project	Address	Type	Date Issued	Fees
6624	Columbia Ridge Homes LLC	1503 W. Naches Ave.	New Plumbing	3/7/2016	\$203.89
6625	Columbia Ridge Homes LLC	1503 W. Naches Ave.	New Mechanical	3/7/2016	\$150.27
6626	Columbia Ridge Homes LLC	1503 W. Naches Ave.	U.G. Sprinklers	3/7/2016	\$40.48
6627	Columbia Ridge Homes LLC	1507 W. Naches Ave.	New Building	3/7/2016	\$5,377.77
6628	Columbia Ridge Homes LLC	1507 W. Naches Ave.	New Plumbing	3/7/2016	\$192.93
6629	Columbia Ridge Homes LLC	1507 W. Naches Ave.	New Mechanical	3/7/2016	\$150.27
6630	Columbia Ridge Homes LLC	1507 W. Naches Ave.	U.G. Sprinklers	3/7/2016	\$40.48
6647	Hogback Selah LLC	405 N. Wenas Rd.	Sign	3/28/2016	\$169.26
6648	C & V Investments Properties LLC	208 N. 10th Street	Demolition-House	3/2/2016	\$185.14
6649	Hogback Selah LLC	405 N. Wenas Rd.	Sign	3/28/2016	\$169.26
6650	Larry Jones	302 W. Selah Ave.	Re-Roof	3/8/2016	\$79.14
6651	NCW Development	1340 W. Goodlander	New Building/Booster Pump Station	3/15/2016	\$827.57
6652	Don Rosio	304 Hillview Ave	Re-Siding	3/14/2016	\$79.14
6653	Mike Bush	1101 W. Orchard	Remodel	3/15/2016	\$430.66
6654	Mike Bush	1101 W. Orchard	Plumbing	3/15/2016	\$64.00
6655	Nathan Wallbaum	210 W. Goodlander Rd.	Mechanical	3/15/2016	\$33.45
6656	Sergio Callagirone	114 Merinda Dr.	Re-Roof	3/15/2016	\$79.14
6657	Viking Village/J. Garner	102 & 113 E. Third Ave.	Commercial	3/16/2016	\$544.71
6658	Columbia Ridge Homes LLC	1410 Nelson Place	Building	3/23/2016	\$6,152.59
6659	Columbia Ridge Homes LLC	1410 Nelson Place	Plumbing	3/23/2016	\$214.85
6660	Columbia Ridge Homes LLC	1410 Nelson Place	Mechanical	3/23/2016	\$140.17
6661	Columbia Ridge Homes LLC	1410 Nelson Place	U G Sprinklers	3/23/2016	\$40.48
6662	Don Myers	412 Hillcrest Dr.	Re-Roof	3/16/2016	\$79.14
6664	Jeff Beksinski	707 Cherry Ave.	Re-Roof	3/21/2016	\$79.14
6668	Owen's Family Limited Partnership	203 W. Park Ave.	Re-Roof	3/28/2016	\$79.14
6669	Graf Investments Inc.	201 A Valleyview Ave.	Re-Roof/Apartments/Commercial	3/29/2016	\$153.79
6670	Jason Kranz	791 N. 9th Street	Footing/Foundation ONLY	3/30/2016	\$0.00
6676	C & V Investments Properties LLC	210 N. 10th Street	Plumbing	3/31/2016	\$332.82
6677	C & V Investments Properties LLC	210 N. 10th Street	Mechanical	3/31/2016	\$192.99
6678	C & V Investments Properties LLC	210 N. 10th Street	U G Sprinklers	3/31/2016	\$40.48
6679	C & V Investments Properties LLC	210 N. 10th Street	Building	3/31/2016	\$5,813.40
<b>TOTAL:</b>					\$22,136.55
<b>Total Building Inspections for March 2016: 52</b>					

March 2016 Code Enforcement Report

Date	Location	Code Violation	Action	Result
2/26/2016	100 Block N 5th St	6.58.010 General Nuisance	Letter/2nd Letter	Still trying to reach Owner
3/1/2016	100 Block W Bartlett	6.58.060 Debris	Letter Mailed, phone occupant	Resolved
3/3/2016	100 Block W Bartlett	6.58.090 Dumping Area	Letter	Resolved
3/1/2016	400 Block Valley View Ave	6.58.260 Parking	Letter	Resolved
3/3/2016	100 Block E Fremont Ave	6.58.260 Parking	Letter	Resolved
3/4/2016	1000 E Fremont Ave	6.58.060 Abandoned Material	Letter	Resolved
2/23/2016	500 Block S 1st St	6.58.030 litter/6.58.070 Fire Danger	Letter/ 2nd Letter for Appliances	Mostly Complied
2/29/2016	200 Block E Goodlander	6.58.060 Abandoned Material/6.58.260 Parking	3rd Notice/No action by Tenant or	3/21/16 Citation
2/29/2016	200 Block E Bartlett Ave	6.58.010 General Nuisance	Letter/Phone Call	Resolved
2/18/2016	700 Block E Goodlander Rd	6.58.050 Certain Growth/Sediment	Phone Owner/Letter/Phone	Resolved
2/23/2016	300 Block Pleasant Ave	6.58.060 Abandoned Material	3 Letters Mailed	Pending Citation
	100 Block E Orchard Ave	8.71 Parking Restriction	Verbal	Resolved
3/1/2016	1100 W Goodlander Rd	6.58.050 Certain Growth	Letter	Resolved
3/3/2016	300 Block W Selah Ave	6.58.060 Abandoned Material	Phone Owner/Letter (extension)	Partial Compliance
3/9/2016	300 Block W Bartlett Ave	6.58.060 Abandoned Material	Letter/Phone Call	Resolved
3/7/2016	200 Block Palmer Dr	6.58.260 Parking	Letter	Resolved
3/7/2016	200 Block N 3rd St	6.58.260 Parking	Letter	Resolved
3/7/2016	100 Block N 3rd St	6.58.260 Parking	Letter	Resolved
3/7/2016	700 Block W Fremont Ave	6.58.260 Parking	Letter/Phone Call	Partial Compliance
3/7/2016	1600 Block W Naches Ave	9.24 Vacant Lot Erosion	Letter/ 2nd Letter	Resolved
3/7/2016	200 Block E Naches Ave	6.58.010 General Nuisance	Letter	4/1/16 Partial Compliance
3/10/2016	500 Block N 12th St	6.58.260 Parking/6.58.050 Certain Growth	Letter	Resolved
3/10/2016	501 Block N 12th St	6.58.260 Parking/6.58.090 Dumping Area	Letter	Resolved
3/10/2016	900 Block W Naches Ave	6.58.260 Parking	Letter	
3/10/2016	100 Block N 8th St	6.58.260 Parking 6.58.060 Abandoned Material	Letter	
3/10/2016	5th & Southern (Lot)	9.22 Illicit Discharge/Sediment	Letter	Resolved
3/10/2016	300 Block W Riverview Ave	6.58.030 Litter	Letter	Resolved
3/11/2016	200 Block Pleasant Ave	6.58.060 Abandoned Material 6.58.260 Parking	Letter	Resolved
3/15/2016	400 Block Southern Ave	6.58.260 Parking	Letter	Resolved
3/16/2016	500 Block S 1st St	6.58.040 Animal Manure	Verbal w/ business owner	Resolved
3/16/2016	100 Block Valley View Ave	6.58.060 Abandoned Material	Letter	Resolved
3/21/2016	100 Block N 1st Street	6.58.070 Potential pest harboring or fire danger	Verbal	
3/23/2016	800 Block W Bartlett Ave	6.58.260 Parking	Verbal w/ owner	Resolved
3/24/2016	200 Block N 9th St	6.58.260 Parking	Letter	Complied
3/24/2016	100 Block E Bartlett Ave	6.58.060 Abandoned Material	Letter 4/7/16 Deadline	
3/24/2016	300 Block Southern Ave	6.58.260 Parking	Letter	Resolved
3/24/2016	500 Block S 1st St	IPMC 304.2 & 304.9 Protective Treatment/Overhangs	Citation	Sent to Court for mailing

March 2016 Code Enforcement Report

3/25/2016	900 Block Terry Ln	6.58.180 Landscape Maintenance/ 6.58.050 Certain Growth	Letter	Resolved
3/28/2016	400 Block N 13th St	6.58.260 Parking	Letter	
3/30/2016	100 Block E Home Ave	6.58.090 Dumping Area	Letter	
3/30/2015	500 Block S 1st St	6.58.060 Abandoned Material/6.58.260 Parking	Letter	
3/30/2016	200 Block E Naches Ave	9.23 Stormwater Management	Verbal/Phone Message	



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016**

**I – 1**

**Title:** Approval of Minutes: March 22, 2016 Council Meeting

**Thru:** Donald Wayman, City Administrator

**From:** Monica Lake, Executive Assistant

**Action Requested:** Approval

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Staff Recommendation:**

Approval of Minutes

**Background / Findings & Facts:**

See Minutes for details

**Recommended Motion:**

Motion to approve the Consent Agenda as read. (This item is part of the Consent Agenda)

City of Selah  
Council Minutes  
March 22, 2016

Regular Meeting  
Selah Council Chambers  
115 West Naches Avenue  
Selah, WA 98942

A. Call to Order Mayor Raymond called the meeting to order at 6:30pm.

B. Roll Call

Members Present: Paul Overby; John Tierney; Roy Sample; Laura Ritchie; Roger Bell;  
Russell Carlson; Diane Underwood

Members Excused:

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna,  
Fire Chief; Eric Steen, Deputy Police Chief; Ty Jones, Public Works  
Utility Supervisor; Harmit Bedi, City Planner; Dale Novobielski,  
Clerk/Treasurer; Dave Mullen, Recreation Manager; Bree Tait, Civic  
Center Manager; Andrew Potter, Human Resources Manager; Monica  
Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Underwood led the Pledge of Allegiance. Pastor Darin Brown gave the prayer.

D. Agenda Changes

1. Add to Agenda: Resolution M – 2: Resolution declaring a Race Timing System as Surplus

E. Public Appearances/Introductions/ Presentations

1. Kelli Pettijohn, Selah Relay For Life

Kelli Pettijohn approached the podium and addressed the Council. She talked about the Selah Relay For Life event, which is held annually on the second Saturday in August, giving a brief overview of the fundraising efforts and the activities going on during the event itself, including a luminary ceremony, games, and prizes.

2. Gene Hill, Basin Disposal

Gene Hill from Basin Disposal (BDI) approached the podium and addressed the Council. He thanked them for their business, asking how they were doing and if there was any way they could improve their service to the community,

Council Member Overby wondered about the rate at which recycle bins are dumped.

Mr. Hill replied that they could arrange to schedule recycling pickup every other week.

Council Member Overby wondered if it came with a price tag.

Mr. Hill responded not necessarily.

Council Member Ritchie commented that there has been a lot of talk about it.

Council Member Overby remarked that it is great that recycle participation has been growing each month.

Council Member Sample said that it is common in his neighborhood that every single recycle bin is full.

Mr. Hill conveyed his appreciation for the information regarding garbage service.

Council Member Ritchie told him that her three year old thinks the garbage man is Superman; he is really friendly to him.

City Administrator Wayman expressed concern over the trucks traversing some of the hills in town during inclement weather, suggesting that the drivers provide feedback to the City when the roads need more sand on them, to allow the roads to be proactively maintained.

Mr. Hill said that he appreciates the City's willingness to work with the drivers on that. He noted that they are finally offering a pay by phone option that will make it easier for customers to pay their bills.

Council Member Overby suggested that they have a special pickup day for things that need to go to the dump, perhaps call it a community cleanup day.

Mr. Hill responded that they could do that.

### 3. Stephanie Gangle, Yakima Valley Tourism

Stephanie Gangle, Office Manager for Yakima Valley Tourism, approached the podium and addressed the Council. She presented the 2015 annual report, giving an overview of the services they provided on behalf of the City for tourism and sports promotion.

Council Member Tierney asked if there was any word on how soon the visitors' center will relocate.

Mr. Gangle responded that it would be part of the WSDOT interchange project in three to four years.

Mayor Raymond inquired where it would move to.

Ms. Gangle replied that it would go on the corner of 9<sup>th</sup> Street and Yakima Avenue, which has good access on and off the highway for people to get information.

4. Whitney Stohr, Executive Director, Selah Downtown Association

Barb Petrea presented Whitney Stohr, the new Executive Director for the Selah Downtown Association, to the Council.

Whitney Stohr approached the podium and addressed the Council. She said that she grew up in the Yakima valley and is excited to be back, adding that Selah has so much potential and she looks forward to building on the Selah Downtown Association's efforts, to grow and expand the program.

F. Getting To Know Our Businesses

1. Kathryn Platt, Nana Kate's

Kathryn Platt approached the podium and addressed the Council. She talked briefly about the history of her business and the evolution it has undergone since she started it three and a half years ago, offering samples of various menu items to the Council and those in the audience as she spoke. She noted that they have a drive thru as well as a call ahead service, and have recently added Kate's After Dark to host private parties, which is custom built for each client's needs.

Council Member Tierney wondered if the local police hang out there.

Ms. Platt responded that sometimes they breeze through.

Council Member Ritchie asked if they do catering.

Ms. Platt replied in the affirmative, saying that they are fully equipped to haul out hot or cold, and have catered up to six hundred.

Council Member Tierney inquired as to the minimum for a catered group.

Ms. Platt responded that the minimum is two hundred dollars.

2. Barb Petrea, All About Fun

Barb Petrea approached the podium and addressed the Council. She said that they own All About Fun, an inflatable toy business, and every year they have an inspection where they have to put all the inflatables up and have them inspected by the State. She went on to say that three years ago they moved the annual inspection to Wixson Park and opened it to the public, donating the money towards Volunteer Park last year, and this year the proceeds will go towards the Mad Hatter's Haunt. She handed out event placards and invited everyone to come join them on April 7<sup>th</sup>.



Payroll Checks Nos. 79415 – 79449 for a total of \$190,739.45  
Claim Checks Nos. 67364 – 67446 for a total of \$176,576.09

**Council Member Tierney moved, and Council Member Sample seconded, to approve the Consent Agenda as read. By voice vote, approval of the Consent Agenda was unanimous.**

- J. Public Hearings **None**
- K. New Business **None**
- L. Old Business **None**
- M. Resolutions

- 1. Resolution Authorizing the Mayor to sign Task Order 2016-3 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Palm Park Booster Station and Well No. 7 Improvements

Public Works Utility Supervisor Jones addressed M – 1. He said that the booster pump station, currently a sixteen-foot deep pit, was built in 1967, and they have the opportunity to upgrade to a better system aboveground. He commented that well number seven has a two horse motor that's either on or off, which can't be used during the winter months as the system can't handle the demand, and they would like to upgrade it to a variable speed drive. He noted that they have more water rights with that well than any other sources but cannot use it to its full amount due to the motor.

Council Member Ritchie inquired if he thought there would be any savings by upgrading the system.

Public Works Utility Supervisor Jones replied that he would not anticipate that, as the new motor would draw as much power to use, but it would give them the ability to use it more efficiently, as some of the other wells are tapped at their water rights.

Council Member Ritchie asked about the other project.

Public Works Utility Supervisor Jones responded that would probably cost more to bring the new building up to code.

Council Member Ritchie acknowledged that it would be better if it was upgraded but was hesitant about the big price tag, wanting to know if it was a necessity.

Public Works Utility Supervisor Jones responded that they are getting along today but as the City grows they consume more water, and it is only a matter of time before the need is there.

Council Member Ritchie wondered how much time.

Public Works Utility Supervisor Jones said that it is close.

Council Member Ritchie asked if he had numbers on it.

Public Works Utility Supervisor Jones replied that they produces eight hundred ninety million gallons last year, the year before was eight hundred forty million, and the demand just keeps increasing.

Council Member Ritchie inquired about quotes from other companies, questioning why they chose this particular company.

Public Works Utility Supervisor Jones responded that Huibregtse, Louman Associates, Inc. (HLA) recommended them; they are familiar with our system.

City Administrator Wayman noted that Ted Pooler with HLA is the City's contract engineer, and that they are very close to integrating every bit of water, sewer, and streets together. He explained the long-term effect of a variable speed pump on the City's water rights, touching on insurance claims and a reduction of water leaks with a more moderate pump; it maintains a more moderate pressure resulting in less wear and tear on water lines.

Public Works Utility Supervisor Jones remarked that the City's growth seems to be up in those zones, which in turn increases water demands, and there numerous benefits involved with new pumps that allow them to utilize the water rights in that well.

Council Member Ritchie inquired as to the need to do both projects at this time.

Public Works Utility Supervisor Jones replied that this is part of the City's twenty-year plan, which lays out the projects to be done each year.

Council Member Ritchie asked if there would be another big project for next year.

Public Works Utility Supervisor Jones responded in the affirmative.

Council Member Ritchie wondered about any changes to the City's insurance premiums, as they are dictated by claims not upgrades.

City Administrator Wayman answered that they do consider what the City does to mitigate future claims, like safety programs and other efforts to avoid future issues. He said that the current annual premium with CIAW is two hundred seventy thousand for all City insurance, and that the City is at level three of a four level risk scale. He talked briefly about the City having a broker in the past to handle claims, which resulted in less liability to the City.

Council Member Tierney asked what the level three indicated.

City Administrator Wayman responded that level four is the highest risk category.

Council Member Tierney inquired if the expenditure will cause rise in rates for water.

Public Works Utility Supervisor Jones replied in the negative, saying that it was built into the comprehensive plan.

Council Member Ritchie requested a breakdown in the amount of money each project will cost.

Public Works Utility Supervisor Jones stated that the booster pump and electrical at well seven will be at least three hundred thousand dollars.

Council Member Ritchie asked what percentage of the one point two million will be for the pump station and what for the other.

Public Works Utility Supervisor Jones responded that roughly twenty percent of that is for the design phase, with the rest going for the construction phase.

Council Member Ritchie wanted to know how many loans the City has for other projects in that plan.

Clerk/Treasurer Novobielski told her that there are three to four different Public Works loans, with interest rates ranging from half a percent to one percent.

Council Member Ritchie noted that it is a twenty-year loan, and wondered if the City would acquire additional loans in the next few years.

Clerk/Treasurer Novobielski explained that the current loans have different start dates, and that the long-term plan is to issue debt when other debt is phasing out.

Council Member Overby remarked that they looked at all these projects a few years back, which included the one before them, and this was part of the plan put in place. He did not see any reason not to proceed with the project.

Council Member Carlson expressed curiosity about why the project needed to be done now, as his approach is not to always to maintain the same amount of debt, but rather to eliminate it.

Clerk/Treasurer Novobielski replied that this project is rated higher than other components in the water system for replacement and improvements this year.

City Administrator Wayman stated that there would be a future study session on the comprehensive water plan, adding that it is a twenty-year plan with improvements and a budget laid in, with a steady stream of projects to be completed each year.

Council Member Overby felt that it was the best articulated plan the City has.

City Administrator Wayman noted that they would try to schedule a study session for either the second meeting in April or the first meeting in May.

Public Works Utility Supervisor Jones said that this is the last of the upgrades for wells and booster stations.

Council Member Ritchie thought that it would have been good to have the presentation prior to this.

Clerk/Treasurer Novobielski commented that Public Works Director Henne has provided that plan to the Council within the last six months, for rate increases in the 2016 budget.

Council Member Overby observed that it is part of the budgeting process every year.

**Council Member Overby moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to sign Task Order 2016-3 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Palm Park Booster Station and Well No. 7 Improvements. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. Motion passed with six yes votes and one no vote.**

2. Resolution declaring a Race Timing System as Surplus

Clerk/Treasurer Novobielski addressed M – 2. He said that staff is asking to declare the race timing system, acquired in 2014, as surplus, as it is inadequate to satisfy the need of the City to provide runners with actual race times in timely manner.

Recreation Manager Mullen stated that there was an almost complete failure of the system when used for last year's base race, and the maximum for the system is less than their projected needs.

Council Member Overby inquired about the five thousand in fiscal impact.

Recreation Manager Mullen responded that is the amount the City will receive from the sale.

**Council Member Tierney moved, and Council Member Overby seconded, to approve the Resolution declaring a Race Timing System as Surplus. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

N. Ordinances

1. Ordinance Amending the 2016 Budget for a DWSRF Loan for Water System Improvements

Clerk/Treasurer Novobielski addressed N – 1. He said that he was asked by Public Works Director Henne to draft a budget adjustment for the City's newest DWSRF loan, which is a twenty-year loan with one percent interest, and that to supplement the loan he requested a transfer of twenty thousand dollars out of the water reserve fund.

**Council Member Overby moved, and Council Member Tierney seconded, to approve the Ordinance Amending the 2016 Budget for a DWSRF Loan for Water System Improvements. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. Motion passed with six yes votes and one no vote.**

**O. Reports/Announcements**

**1. Mayor**

Mayor Raymond had no report.

**2. Council Members**

Council Member Ritchie had no report.

Council Member Overby had no report.

Council Member Sample suggested that the Kiwanis ask for volunteers to assist with the breakfast. He talked briefly about attending the Sunnyside annual banquet, put on by the Chamber and the City, and what a great event it was, noting that his granddaughter was awarded youth of the year.

Council Member Tierney had no report.

Council Member Bell had no report.

Council Member Underwood had no report.

Council Member Carlson had no report.

**3. Department**

Clerk/Treasurer Novobielski said that he had hoped to provide a March sales tax update, but the information had not been provided to the City yet. He commented that the Kiwanis club is providing a Breakfast with the Eater Bunny event at the Civic Center from eight to ten am Saturday morning, and that the scholarship playhouse would be present for those who wished to purchase tickets.

City Planner Bedi said that there would be no Planning Commission meeting next week.

Civic Center Manager Tait said that the Civic Center had the Children's' Wishes and Dreams event last weekend, and this weekend will have the Harvest Community Church's Friday service and the Kiwanis breakfast Saturday morning. She noted that upcoming events include the Canyon River Marathon folks with their Friday night spaghetti feed and Saturday awards ceremony.

Recreation Manager Mullen said that they have the Easter egg hunt on Saturday, which was moved up to ten-thirty based on feedback from the previous year. He thanked Utility Clerk Bigby and Public Works Utility Supervisor Jones for working with BDI to get six trashcans donated for Volunteer Park then gave a brief update on recreation programs, noting that they are working to increase the programming for adults. He spoke about the upcoming base race, which will have a website up within seven to ten days, and a Facebook page to follow.

Council Member Ritchie inquired if an engineer was contacted regarding the Volunteer Park issue.

City Administrator Wayman replied that they had a meeting with the engineer and the environmental engineer to discuss issues regarding arsenic contamination of the soil, and that the environmental engineer came up with three options to mitigate this, along with a rough estimate on cost, that will be presented at the next council meeting.

Council Member Ritchie observed that it sounded like they met the goal with donations and still had more money coming in. She wondered if any excess donations that could be put towards this project.

City Administrator Wayman declined to answer that without doing some research, adding that he is hesitant to advocate using donor funds for environmental cleanup, as any donations should be reserved for improvements or operations for Volunteer Park.

Council Member Carlson asked if the soil testing was requested by a neighbor.

City Administrator Wayman replied that Mr. Rocky Jackson, one of neighbors, has been involved with environmental mediation in other projects, was aware that that it had been an orchard when they were still using arsenic and lead as pesticides, and the City decided to follow through on the matter.

Council Member Carlson felt that was a wise decision, and the City's responsibility to deal with that.

City Administrator Wayman laid out the three options presented, saying that the option they are most likely to go with buries the contaminated soil under sidewalks and parking lots.

Council Member Carlson wondered if that will be satisfactory to Mr. Jackson.

City Administrator Wayman responded that it would satisfy the Department of Commerce.

Recreation Manager Mullen added that the Recreation Conservation office is satisfied this, and allowing the City to push back some milestones.

Public Works Utility Supervisor Jones said that the water project on the south end of town started Monday, and the schedule is posted on the City's website. He noted that they are busy with the first round of meter reading for the year, getting parks ready for sports, and planning for Community Days.

Human Resources Manager Potter announced that Judge Bronson Faul will introduce the new Court Clerk at a future meeting, and they have extended an offer contingent on a favorable background investigation. He added that pool employee interviews start next week.

Fire Chief Hanna said that his department is continuing with public education, and will have the Edith House April 11<sup>th</sup> through 15<sup>th</sup> for the second graders to go through.

Council Member Tierney asked if he had a chance to talk with the Sheriff about the three or four camps between the Naches and Yakima rivers.

Fire Chief Hanna responded in the negative, adding that he has discussed cleaning up the City's side with City Administrator Wayman.

City Administrator Wayman remarked that they would stay pro-active with this.

Deputy Police Chief Steen said that Police Chief Hayes is currently meeting with Senator Patty Murray to discuss homeland security.

City Planner Bedi said that the Planning Commission would be reviewing the facilities section of the Comprehensive Plan in May.

City Administrator Wayman gave an update on the Autumn Festival, saying that he and Recreation Manager Mullen will be doing a walkthrough of Carlon Park with Captain Platt on Thursday, specifically identifying where the beer and wine garden will be. He said that the Selah Park & Recreation Service Area Board continues to work on a design for the new pool, and have agreed to develop a business plan so that the City understands what will be needed to support an aquatic center. He noted that they are looking at a business plan for the Civic Center, and will present options to the Council at a future meeting.

Mayor Raymond commented that, when people have used the Civic Center in the past, the City has had to absorb the cost for a janitorial service to come in and clean when the facility has been left in less than desirable condition, and to that end have started assessing a janitorial fee for those renting the facility. She said that she has already discussed the new policy with an upset individual this week.

City Administrator Wayman remarked that the Mayor made it very clear the City will treat everybody the same, and that there will be no favored treatment for those who have contributed to the Civic Center in the past.

4. Boards

a. Planning Commission Minutes for February 16, 2016

P. Executive Session **None**

Q. Adjournment

**Council Member Carlson moved, and Council Member Underwood seconded, that the meeting be adjourned. Motion passed with six yes votes and one no vote.**

The meeting adjourned at 7:13 pm.

---

Sherry Raymond, Mayor

---

Paul Overby, Council Member

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John Tierney, Council Member

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Roy Sample, Council Member

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Laura Ritchie, Council Member

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Roger Bell, Council Member

---

Russell Carlson, Council Member

---

Diane Underwood, Council Member

ATTEST:

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Dale E. Novobielski, Clerk/Treasurer



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016**

**I – 2**

**Title:** Claims & Payroll

**Thru:** Donald Wayman, City Administrator

**From:** Monica Lake, Executive Assistant

**Action Requested:** Informational - No action

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** See Check Registers

**Funding Source:** Various. See Check Registers.

**Staff Recommendation:**

Approval of Claims & Payroll as listed on Check Registers.

**Background / Findings & Facts:**

See Check Registers.

**Recommended Motion:**

Motion to Approve the Consent Agenda as read. (This item is part of the Consent Agenda)



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016      M – 1**

**Title:** Resolution Authorizing the Mayor to Sign an Agreement with Central Washington Insurance Agency, Inc. for Brokerage Services

**Thru:** Donald Wayman, City Administrator

**From:** Donald Wayman, City Administrator

**Action Requested:** Approval

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** Approximately \$13,500.00 Annually

**Funding Source:** Multiple funds across all departments share proportional costs.

**Staff Recommendation:**

Approval of agreement

**Background / Findings & Facts:**

Services will include: claims handling, risk management & loss control, effectively marketing the City's insurance needs, and advising the City on all insurance issues.

**Recommended Motion:**

Approve the Resolution Authorizing the Mayor to Sign an Agreement with Central Washington Insurance Agency, Inc. for Brokerage Services

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT  
WITH CENTRAL WASHINGTON INSURANCE AGENCY, INC. FOR BROKERAGE  
SERVICES

WHEREAS, in the past the City utilized the services of an insurance brokerage firm with good results to the City;

WHEREAS, it is the desire of the City staff to once again engage the services of an insurance brokerage firm to assist the City in processing claims, the insurance renewal process, issuance of insurance certificates, and other matters related to the City's insurance;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be authorized to sign an agreement with Central Washington Insurance Agency, Inc. for brokerage services related to the City insurance.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 12<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Sherry Raymond, Mayor

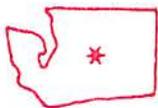
ATTEST:

\_\_\_\_\_  
Dale E. Novobielski, Clerk Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert Noe, City Attorney

RESOLUTION NO. \_\_\_\_\_



# CENTRAL WASHINGTON INSURANCE AGENCY, INC.

410 SOUTH FIRST STREET, P.O. BOX 100, SELAH, WA 98942 • (509) 697-4871, Fax: (509) 697-4600

## Brokerage Agreement between Central Washington Insurance Agency, Inc and City of Selah

Central Washington Insurance Agency, Inc and the City of Selah agree to enter an insurance brokerage agreement effective May 1<sup>st</sup>, 2016 as it relates to the City's property and casualty insurance policy. The agreement will be evaluated by both parties at the renewal date of the City of Selah's property and casualty insurance policy. At that time, either party can decide to end the agreement, or both parties can decide to renew the agreement for another year. By signing this agreement:

### Central Washington Insurance Agency, Inc will agree to;

- Work with City, claimants against City, and adjusters in the event of a claim.
- Work through the renewal process with the City and insurance carrier:
  - Complete renewal application.
  - Review property, auto, and equipment schedules.
- Handle all insurance certificates.
- Work with carrier and City with loss control trainings and inspections.
- If the City is not happy at some point with current carrier (currently Clear Risk Solutions), Central Washington Insurance Agency will take the account out to bid with other carriers.
- All City's information as it relates to insurance will be kept confidential.

### The City of Selah will agree to;

- Pay an annual broker fee to Central Washington Insurance Agency, Inc that is equal to 5% of their annual property and casualty insurance premium.
- Immediately contact Central Washington Insurance Agency, Inc in the event of a potential claim.
- Be available to meet with Central Washington Insurance, Inc when insurance renewal applications are ready.
- Be receptive to insurance company recommendations.

By: \_\_\_\_\_  
City of Selah

By: \_\_\_\_\_  
Central Washington Insurance Agency, Inc

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

Date \_\_\_\_\_

Date \_\_\_\_\_



# CENTRAL WASHINGTON INSURANCE AGENCY, INC.

410 SOUTH FIRST STREET • P.O. BOX 100 • SELAH, WA 98942 • (509) 697-4871 • Fax: (509) 697-4600

March 15, 2016

Dear City of Selah Council Members:

Thank you for the opportunity to present on behalf of Central Washington Insurance Agency, Inc. In the past we have had a great working relationship and I am sure we could pick up where we left off a few years ago. I would like to propose the use of our brokerage services for City of Selah. Following are the services we would provide for the City:

Work with City, claimants, and adjusters in the event of a claim

Work through renewal process with the City and Clear Risk Solutions

Complete renewal application with City

Review property, auto, and equipment schedules

Handle all insurance certificate requests

Work with Clear Risk Solutions and City with loss control trainings and inspections

If the City is not happy at some point with Clear Risk Solutions, we will take account out to bid with other carriers

Of the services listed above, the claims handling is the most important to have a broker on your side. I can be the buffer between the City and claimants so City employees, without an insurance background, do not get put in a position of guessing at insurance coverages. If the City makes a mistake it can cost tax payers. We have 12 employees at Central Washington Insurance and 10 live in Selah. The City Administrator and Mayor would both have my cell phone number, so we would almost be available 24/7 for emergencies.

Central Washington Insurance Agency would be willing to take on the City's brokerage needs for a 5% fee based on Clear Risk Solutions annual premium.

Feel free to reach out to me with any questions.

Regards,

Jamie Morford



# CENTRAL WASHINGTON INSURANCE AGENCY, INC.

410 SOUTH FIRST STREET • P.O. BOX 100 • SELAH, WA 98942 • (509) 697-4871 • Fax: (509) 697-4600

## Central Washington Insurance Agency

### Key contacts for City of Selah:

Jamie Morford  
Owner, 20 years experience

Ben Graf  
Owner, 30 years experience

Mark Peck  
Agent, 14 years experience

### References:

Selah School District  
Shane Backlund, Superintendent, (509)698-8002

Zirkle Fruit Company  
Bill Wangler, CFO, (509)697-6101

Bill Harris Used Cars  
Bill Harris, Owner, (509)697-7006

More upon request

## **REPRESENTATIVE CRITERIA**

- 1. Possess Washington State Brokers License**
- 2. Assist the City with Claims Handling;**
  - A. All City claims are to be reported to the Service Representative as soon as reasonably possible.**
  - B. Service Representative will complete a claim reporting form for each claim and submit the claim to the proper insurance carrier.**
  - C. On all first party claims, the Service Representative will negotiate on behalf of the City with the adjuster assigned by the insurance carrier. In doing so, the Service Representative will advise the City as to best possible settlement the City should expect to receive from the insurance carrier. The Service Representative will negotiate based on the plan of settlement agreed to by the City.**
  - D. If any claim generates any need for a claims review committee the Service Representative shall, at the Cities' request, serve on such a committee as an advisor to the City.**
  - E. In the event of third party claims, the Service Representative will, at the Cities' request, advise the City from an insurance point of view and serve as a coordinator with claims adjusters, attorneys, and insurance carrier claims representatives.**
  - F. The Service Representative will advise the City in coverage determinations.**
- 3. Assist the City with a quality Risk Management & Loss Control Program;**
  - A. Advise the City on Risk Management and Loss Control issues as they arise. If needed the Service Representative will work with the insurance carrier on Risk Management issues which need carrier input.**
  - B. Assist the City in the establishment of a Safety Program.**
  - C. Serve as a coordinator between insurance carrier risk managers and the City.**

**4. Market the Cities' Insurance needs;**

- A. Completion of documents necessary for the procuring of the Cities' insurance coverage.**
- B. Solicit quotes from insurance carriers which would include conventional insurance companies and risk sharing groups.**
- C. Review available quotes and coverages and advise the City on the options available along with the options for short and long term implications.**
- D. Analyze various options in insuring including deductibles, self-insured retentions, and "no-insurance".**
- E. As long as the CIAW continues to be the Cities' choice of insurance carrier the Service Representative shall complete necessary documents required by the CIAW.**
- F. Continually advise the City as to the state of the insurance marketplace or risk sharing groups and recommend insurance programs.**
- G. Maintain all schedules and values for the City properties along with assisting the City with establishing values for each. These schedules shall include Real and Personal Property, Vehicles, Mobile Equipment, and other Inland Marine Schedules as needed.**

**5. Miscellaneous Services;**

- A. Obtain Certificates of Insurance.**
- B. Review contracts and lease agreements regarding insurance requirements.**
- C. Review all coverage forms and advise the City on coverage interpretations.**
- D. The Service Representative shall be designated as the Cities' service representative to the CIAW. The Service Representative shall keep the City advised as to the status of all CIAW programs.**
- E. Review any building plans for new or remodel construction and advise the City of changes needed to bring about the best possible insurance rate while also minimizing potential loss.**
- F. Perform any additional reasonable, related services and/or duties as may be needed during the term of this contrac**



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016      M – 2**

**Title:** Resolution authorizing the Mayor to sign contract between the City of Selah and Chinook Entertainment for the Selah 4<sup>th</sup> of July Celebration.

**Thru:** Donald Wayman, City Administrator

**From:** David Mullen, Recreation Manager

**Action Requested:** Approval

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** \$7,500

**Funding Source:** Fund: 4<sup>th</sup> of July / 001-000-071-571-20-41-06

**Staff Recommendation:**

Parks and Recreation staff is requesting the City Council approve the contract between the City of Selah and Chinook Entertainment.

**Background / Findings & Facts:**

The contract with Chinook Entertainment is to provide booking services for entertainment for the Selah 4<sup>th</sup> of July Celebration. Chinook Entertainment has received verbal confirmation from representatives of country musician Keith Anderson to become the headliner for the entertainment. The approval of this contract will ensure that the City of Selah is providing the best entertainment available to the citizens for this specific event.

**Recommended Motion:**

Approve contract between the City of Selah and Chinook entertainment.

**CITY OF SELAH, WASHINGTON**  
**RESOLUTION NO. \_\_\_\_\_**

A **RESOLUTION** authorizing the Mayor to sign a Professional Services Agreement with Chinook Entertainment for professional entertainment booking services.

**WHEREAS**, the City of Selah has a need for a professional entertainment company to provide booking services;

**WHEREAS**, Chinook Entertainment has been providing said service on an as-needed basis under the direction of the Parks and Recreation Manager;

**WHEREAS**, the City and Chinook Entertainment have agreed to a Professional Services Agreement for the provision of professional entertainment booking services;

**WHEREAS**, the City of Selah desires to enter into a Professional Services Agreement with Chinook Entertainment for professional entertainment booking services;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, HEREBY RESOLVES** as follows:

The Mayor is authorized to sign a Professional Services Agreement with Chinook Entertainment for professional entertainment booking services for the City of Selah.

**PASSED** this 12<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Sherry Raymond, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Dale Novobielski, Clerk/Treasurer

\_\_\_\_\_  
Robert F. Noe, City Attorney



Letter of Agreement between Chinook Entertainment and City of Selah dated 03/30/2016 for terms and services set forth.

- Chinook Entertainment will provide booking services for Selah 4<sup>th</sup> of July.
- City of Selah will pay the sum of \$7,500. 50% deposit due on April 30th. Balance due on or before June 1st, 2016.
- Chinook Entertainment will negotiate and hold all performance contracts of the Bands and make payment to each band.
- City of Selah will provide accommodations (two double hotel rooms) for headliner Keith Anderson for the night of July 4<sup>th</sup>.
- Chinook Entertainment will contract sound, lighting and stage and warrant its safety and stability to sufficiently conduct Show, as well as qualified sound engineer. Payment to Roy's Audio will be made by City of Selah.
- City of Selah will provide marketing and promotion for Event. Chinook Entertainment will encourage each contracted band to promote the Event through their own social media.
- City of Selah agrees to retain necessary personal injury and property damage liability insurance with respect to the activities of each Band on premises.
- In the event any headlining Band cannot perform due to unpredictable occurrences Chinook Entertainment shall make its best efforts to contract a substitute. Should no substitute be found, no fee will be due to Chinook Entertainment for the individual cancelled show.

The persons signing below warrant they have authority to bind the parties to the terms of this Agreement.

	03/08/16		
_____	_____	_____	_____
Chinook Entertainment	Date	City of Selah	Date



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016      N – 1**

**Title:** Ordinance Amending Section 1.06.030 of the Selah Municipal Code, “Order of Procedure”; Establishing an Effective Date; and, Providing for Severability

**Thru:** Donald Wayman, City Administrator

**From:** Donald Wayman, City Administrator

**Action Requested:** Approval

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Staff Recommendation:**

Approval of Ordinance

**Background / Findings & Facts:**

The order of procedure for Council Meetings needed to be changed to reflect a spot for Councilmember absence and a few additional housekeeping changes. This corrects those.

**Recommended Motion:**

Mote to approve Ordinance Amending Section 1.06.030 of the Selah Municipal Code, “Order of Procedure”; Establishing an Effective Date; and, Providing for Severability

# ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING SECTION 1.06.030 OF THE SELAH MUNICIPAL CODE, “ORDER OF PROCEDURE”; ESTABLISHING AN EFFECTIVE DATE; AND, PROVIDING FOR SEVERABILITY

WHEREAS, the City Council wishes to amend the provisions of Selah Municipal Code section 1.06.030 “Order of Procedure” to reflect the Council’s current procedure followed for Council meeting and to specifically provide for an item on the agenda to address Councilmember absences.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, DOES ORDAIN as follows:

**Section 1.** Selah Municipal Code Section 1.06.030, Order of Procedure, Amended.

Selah Municipal Code section 1.06.030 is amended as follows:

1.06.030 - Order of procedure.

The order of proceeding with business of the council, at council meetings shall be:

(a) Call to order;

(b) Roll call;

**(c) Councilmember Absence – Motion to Excuse**

(ed) Pledge of Allegiance;

**(e) Invocation**

(df) Agenda changes;

(eg) Public appearances/introductions/presentations;

(fh) Getting to know our businesses;

(gi) Communications:

(1) Oral,

(2) Written;

(hj) Proclamations/announcements;

(ik) Consent agenda;

(jl) Public hearings;

**(km) General Business**

**(1)** New business,

**(2)** Old business

~~**(t)**~~

~~**Old business;**~~

~~**(m)**~~ Resolutions;

~~**(n)**~~ Ordinances;

~~**(o)**~~ Public appearances;

~~**(p)**~~ Reports/announcements;

(1) ~~**Mayor**~~ Departments,

(2) Council members;

**(3) Boards; City Administrator;**

**(4) Departmental Boards;**

**(5) Mayor**

~~**(q)**~~ Executive Session;

~~**(r)**~~ Adjournment.

**Section 2.** Effective Date. This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

**Section 3.** Severability. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of constitutionality of any other section, clause or phrase of this Ordinance.

ORDAINED this \_\_\_\_\_ day of April, 2016.

\_\_\_\_\_  
Sherry Raymond, Mayor

ATTEST:

\_\_\_\_\_  
Dale E. Novobielski, Clerk Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert F. Noe, City Attorney

ORDINANCE NO. \_\_\_\_\_



**CITY OF SELAH  
CITY COUNCIL  
AGENDA ITEM SUMMARY**



**COUNCIL MEETING      ACTION ITEM**

**4/12/2016      N – 2**

**Title:** Ordinance of the City of Selah, Washington, amending Selah Municipal Code Section 9.16.010 relating to utility latecomer agreements

**Thru:** Donald Wayman, City Administrator

**From:** Harmit Bedi, City Planner

**Action Requested:** Approval

**Board/Commission Recommendation:** Not applicable

**Fiscal Impact:** None

**Funding Source:** property owners

**Staff Recommendation:**

Approval of Ordinance

**Background / Findings & Facts:**

The Department of Planning has received an inquiry from a citizen regarding the process and requirements of Latecomers Agreement in the City of Selah. During the research it was noticed that the Selah Municipal Code Section 9.16.010, Adoption of municipal water and sewer facilities act, provides contracts by the city for a period of reimbursement for ten years and is inconsistent with State law. Staff is recommending amendment to SMC 9.16.010 Section to allow reimbursement for twenty years so that it is consistent with State law.



**CITY OF SELAH**  
***CITY COUNCIL***  
***AGENDA ITEM SUMMARY***



**Recommended Motion:**

Approval of Ordinance of the City of Selah, Washington, amending Selah Municipal Code Section 9.16.010 relating to utility latecomer agreements

**ORDINANCE No. \_\_\_\_\_**

**AN ORDINANCE of the City of Selah, Washington, amending Selah Municipal Code Section 9.16.010 relating to utility latecomer agreements.**

WHEREAS, the City of Selah, consistent with state law, provides real property owners the ability to contract with the City for the reimbursement of costs expended to install municipal water and sewer facilities under Selah Municipal Code section 9.16.010;

WHEREAS, Selah Municipal Code section 9.16.010 was adopted in 1976;

WHEREAS, state law, RCW 35.91, has changed since 1976 and now provides for a 20 year reimbursement period;

WHEREAS, it is the desire of the City Council to change the reimbursement period found in section 9.16.010 to be consistent with and match the reimbursement period provided for under state law;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, DOES ORDAIN as follows:

**Section 1.** Selah Municipal Code Section 9.16.010, Adoption of municipal water and sewer facilities act, amended.

Section 9.16.010 is amended as follows:

9.16.010 - Adoption of municipal water and sewer facilities act.  
The city is authorized to contract with owners of real estate in the manner provided for in RCW 35.91. All such contracts by the city shall provide for a period of reimbursement of ~~ten~~ **up to twenty** years.

**Section 2.** Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ORDAINED this 7<sup>th</sup> day of April, 2016.

\_\_\_\_\_  
Mayor Sherry Raymond

ATTEST:

\_\_\_\_\_  
Dale Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Robert F. Noe, City Attorney