

City of Selah  
Council Minutes  
August 26, 2014

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

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

B. Roll Call

Members Present: Paul Overby; John Tierney; Dave Smeback; Allen Schmid; Roy Sample;  
Jane Williams

Members Excused: Brooke Finch

Staff Present: David Kelly, City Administrator; Bob Noe, City Attorney; Dale  
Novobielski, Clerk/Treasurer; Gary Hanna, Fire Chief; Joe Henne, Public  
Works Director; Rick Hayes, Police Chief; Charlie Brown, Recreation  
Manager; Monica Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Williams led the Pledge of Allegiance. Pastor Mark Griesse led the opening prayer.

D. Agenda Changes **None**

E. Public Appearances/Introductions/ Presentations

1. Swearing in of Selah Police Department's "2014 Chief for a Day" Kylee Ramsey

Police Chief Hayes introduced Kylee Ramsay and her family and gave a brief summary of the day they spent at the academy in where Ms. Ramsay was sworn in as Chief for a Day. He listed some of the items donated for her and referred Council to the display board set up for viewing.

Lindee Ramsay expressed her thanks to everyone who provided donations for her daughter.

F. Getting To Know Our Businesses **None**

G. Communications

1. Oral

Mayor Gawlik opened the meeting. Seeing no one rise to speak, he then closed the meeting.

2. Written

H. Proclamations/Announcements

1. Prostate Cancer Awareness Month – September 2014

Mayor Gawlik read aloud the Proclamation.

I. Consent Agenda

**Council Member Overby moved, and Council Member Tierney seconded, to add Resolution M – 1 to the Consent Agenda. By voice vote, approval was unanimous.**

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (\*) were considered as part of the Consent Agenda.

- \* 1. Approval of Minutes: August 12, 2014 Council Meeting
- \* 2. Approval of Claims & Payroll:
  - Payroll Checks Nos. 77781 – 77827 for a total of \$164,990.10
  - Claim Checks Nos. 64400 – 64462 for a total of \$321,881.51
- \* 3. Resolution M – 1: Resolution Declaring Vehicle Surplus and Providing for Disposition of the Same

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

J. Public Hearing None

K. New Business

1. Selah Parks & Recreation Refund Policy

Recreation Manager Brown addressed K – 1. He gave a brief explanation of the current refund policy, noting that they have noticed that some people will call in and ask for a full refund up to the last week of a class as per City policy. He presented a proposed new policy which will allow them to prorate the refund amount based on participation, and also allow for a cancellation period on shelters.

City Administrator Kelly remarked that there have been some people who will go through a program, wait until the last week to cancel and then demand full refund. He noted that it doesn't happen often, but it does happen.

Council Member Overby asked where the pro-ration information is on the proposed policy.

Recreation Manager Brown responded that he didn't have it in there but can supply it for the next Council Meeting.

City Administrator Kelly commented that the motion to pass the policy can be amended to include the pro-ration.

Council Member Schmid felt that number five on the proposed policy addressed that.

Council Member Williams wondered about the no transfers rule.

Recreation Manager Brown replied that, in the past, kids will find that a friend is on another team and ask to be transferred after the jerseys have been ordered, and that they would like to deny those requests.

Council Member Tierney asked for clarification of the league fees refund policy as it pertains to the adult leagues.

Recreation Manager Brown responded that adult leagues would get a full refund back prior to play because they sign up as a team, and they order their own jerseys.

Council Member Tierney wondered if they shouldn't deduct a percentage for time and effort of City staff.

Council Member Overby asked if they would issue a refund if the pool or the Civic Center was unavailable due to some issue.

Recreation Manager Brown replied that they will refund if the availability of the facility is the City's fault. He noted that, if they close the pool due to weather, they provide free passes to those who have already paid.

City Administrator Kelly commented that, if there is an issue such as a wedding at the Civic Center and the air conditioning goes out, they would refund the full amount. He remarked that they will need to have some leeway or discretion for those decisions.

**Council Member Tierney moved, and Council Member Williams seconded, to approve the Selah Parks & Recreation Refund Policy as amended, with pro-ration fees as discussed. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

## 2. Selah Parks & Recreation Program/Activity Price Increase Proposal

Recreation Manager Brown addressed K – 2. He said that the registration systems for sports don't allow for three different prices, which is what the City currently has in place, and that this is standard for all online registration systems. He suggested raising the prices a bit and eliminating the third fee altogether.

Mayor Gawlik wondered about the suggested pricing for each program.

Recreation Manager Brown responded that some prices have gone up and some have gone down, depending on the program costs.

Council Member Tierney asked if the proposed pricing schedule is neutral, negative, or positive.

Recreation Manager Brown replied that the City is not losing money on this, and should actually make more money; this simply makes it more understandable and easier, also goes into effect with classes, most instructors charge just one price

Council Member Williams inquired about the proposed figures for soccer, saying that the amounts were \$43 for residents, \$53 for School District, and \$63 for non-residents, and that the new proposed amount is \$50 for residents.

Recreation Manager Brown responded that the new figure for residents is \$35 to play and \$15 for the jersey fee, adding that in the past they have lost money with a split jersey fee. He noted that this would be a one-time fee for the jersey for both spring and fall soccer.

Council Member Williams asked for clarification that soccer fees will be \$50.

Recreation Manager Brown said that the fees will \$47 and \$57, respectively, after taxes and& fees.

Council Member Williams wondered if the new figures include tax.

Recreation Manager Brown responded in the affirmative.

Council Member Williams requested an explanation of the shelter rentals.

Recreation Manager Brown gave a brief explanation of the current rental fees versus the proposed fees, noting that the new software allows people to register for a two hour minimum.

Council Member Tierney wondered how they know if it's a two hour minimum block.

Recreation Manager Brown replied that the software won't let you select a block of time less than two hours.

Council Member Tierney inquired if one could stay longer if no one else had reserved the shelter.

Recreation Manager Brown responded that the reservation guarantees that you have use of the shelter for the time you paid.

Council Member Tierney asked for confirmation that one can stay longer if the shelter is not in use.

Recreation Manager Brown responded in the affirmative.

Council Member Overby remarked that the current fee basis gives Selah residents the best rate, then a slightly higher one to those within the Selah School District, and that we want to build a good relationship with the school district. He understood the system limitations, but expressed his concern regarding the approach, as he felt that residents end up paying more than non-residents. He would like to see the fees increase for out of town residents and those within the school district rather than the citizens.

Council Member Schmid agreed with Council Member Overby, saying that he would like to get away from the disparity between City residents and those within the school district.

Council Member Overby commented that they may find themselves blending the tax base and resources for shared facilities and programs, adding that they saw overwhelming support from the county for the pool levy. He stated that, while he understands the need to separate the fees into two groups, he can't agree with the approach because it doesn't give a level of parity between the City and those within the Selah School District.

Recreation Manager Brown said that they are based on zip codes.

Council Member Overby observed that prices for non-residents haven't changed.

Council Member Tierney commented that the proposed basketball changes have a resident's cost going up by seven dollars, while a non-resident's cost goes down by three dollars. He felt it should be the other way around.

City Administrator Kelly restated Council Member Overby's thought that they should keep the residents' fees similar to the current amounts and increase those for non-residents. He stated that they can go back and rework the numbers to reflect Council's wishes in the matter.

Council Member Williams asked for clarification that Selah School District residents would be charged the resident fee under the proposed pricing.

Recreation Manager Brown responded in the affirmative, adding that those within the school district currently do not pay the resident fee.

Council Member Schmid said that he was under the impression that those within the Selah School District were non-residents and felt that including them under the resident fee changed things.

Mayor Gawlik responded that, by keeping fees within both the City and the school district on par with each other, only those outside the school district would pay a higher fee.

Council Member Overby felt that the proposed prices had non-residents maintaining or decreasing fees, while there was an increase for residents.

Council Member Williams asked if they could get a breakdown of the numbers that registered for all three groups last year.

Recreation Manager Brown replied that he will do his best to get that information for the next Council Meeting.

Council Member Schmid remarked that there should be two different fees for the ball parks; one for charitable organizations or local organizations and another for people for-profit that run tournaments.

Council Member Tierney wondered if a charitable organization would need to produce a 501c3.

Council Member Schmid responded in the negative, adding that there have been several times when the ball parks are reserved by for-profit groups that cancel out because they don't have enough teams register to play, but the fields were locked up so someone else couldn't use them.

Recreation Manager Brown stated that this is why they added a non-refundable fee for ball field reservations.

Council Member Schmid said that he would like to see them take a look at the money the City receives from those who use the fields for tournaments.

Council Member Tierney thought that maybe the City should receive a percentage of the revenue.

Council Member Schmid noted that there is big money made on tournaments done for profit.

City Administrator Kelly was curious about what kind of discount a charitable organization receives.

Recreation Manager Brown responded that for charitable organizations they are currently charging a fee of three hundred dollars for use of the facility.

Council Member Tierney suggested that we charge rent plus a percentage of the gross profits for the time that the facility is in use as a way to offset expenses and generate revenue for things like new lighting. He added that, while he doesn't want to drive them to other parks in other communities, they should look at that.

City Administrator Kelly said that we are priced the same as the City of Yakima, and that if we up the ante we may run them out.

Council Member Schmid remarked that the City of Yakima isn't covering their costs.

City Administrator Kelly stated that it costs us the same to maintain the fields as it costs the City of Yakima.

Council Member Tierney suggested asking the City of Yakima see if they would be willing to increase their prices.

**Council Member Tierney moved, and Council Member Overby seconded, to refer the Selah Parks & Recreation Program/Activity Price Increase Proposal back to the Recreation Department for new numbers and to have it presented at the next Council Meeting. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

L. Old Business

1. Pacific Power update on the substation and bird protection improvements

Bill Clement, Pacific Power, addressed L – 1. He talked about the issues with the banded doves and the investment that they have made to protect the substation, then turned the floor over to Mr. Harris.

Paul Harris thanked the Police Department for their efforts during power outages and thanked about the measures that have been put implemented to significantly reduce outages. He commented that construction is well underway on the new substation and the new transmission line, which will be able to accommodate more industrial growth in Selah. He noted that a big part of the expense is a fully loaded substation in the Wenas.

Mayor Gawlik remarked that it was mentioned earlier that they were looking to put another substation in Selah.

Mr. Harris replied that they are preparing for the new transmission line coming in, on the south side of the station they are putting in a new control house and a large communications tower, and on the north side of the station is a brand new station similar to the one out on Hexxon, which will add an additional fifty percent capacity and room to expand further.

Mayor Gawlik asked if it will split the load.

Mr. Harris responded that it is intended to serve some business to the north, and will take a significant load off of the Selah substation.

Council Member Tierney expressed his appreciation of the investment to make their lives more pleasant.

M. Resolutions

- \* 1. Resolution Declaring Vehicle Surplus and Providing for Disposition of the Same

N. Ordinances

**None**

O. Communications

1. Oral

Mayor Gawlik opened the meeting. Seeing no one rise to speak, he then closed the meeting.

P. Reports/Announcements

1. Mayor

Mayor Gawlik remarked that September is a busy month in Selah, as we have the Skewered Apple BBQ September 6<sup>th</sup> and 7<sup>th</sup>, the Welcome Home Veterans activity on the 13<sup>th</sup>, and the 4<sup>th</sup> annual Army Base Race on the 20<sup>th</sup>. He noted that the Army is importing troops from other locations to compete with the Japanese soldiers this year.

2. Council Members

Council Member Overby had no report.

Council Member Sample had no report.

Council Member Tierney had no report.

Council Member Smeback had no report.

Council Member Williams had no report.

Council Member Schmid had no report.

3. Departmental

Public Works Director Henne said that the contractor paved Bartlett Avenue and Home Avenue earlier today, and will finish the driveways tomorrow. He noted that they completed the connection across North Wenas today and will be paving that tomorrow, and then will finish up at Les Schwab. He added that the remainder of the project will be dressing things up and restoring the landscaping. He stated that the crew is out cutting trees along the bus routes, and that he is working on the 2015 budget.

Council Member Williams asked Public Works Director Henne when he would be meeting with the property owners on the Wernex Loop sidewalk project.

Public Works Director Henne responded that the survey was finished two weeks ago. He went on to say that he has received a preliminary copy of the survey, and they are trying to locate the right of way documents for the project. He noted that they will be meeting with the Selah School District once they get the project drawn up.

Clerk/Treasurer Novobielski gave a brief update on tax revenues, noting that revenues are slightly higher than this time next year.

Recreation Manager Brown had no report.

Fire Chief Hanna had no report. He stated that he is working on the 2015 budget.

Police Chief Hayes said that the Howard's Drug robbery and Yakima Rite-Aid robbery person is currently in jail, as are the person who did a home invasion robbery last year and the three who committed the burglary on Speyers a month ago. He commented that the kidnapping case by SIS ended in a conviction today. He thanked everyone for their support of the Chief for a Day and her family.

Council Member Tierney asked if they had increased patrols in school zones.

Police Chief Hayes responded in the affirmative, saying that Officer Martin hits the school zones every morning.

Council Member Tierney said that it's good to see them out there.

City Administrator Kelly remarked that a gentleman at his church told him that he was driving early one morning and had an officer pull him over to tell him that his lights weren't on, which he appreciated.

Police Chief Hayes replied that there are a lot more stops that don't get tickets versus those who do; there is no ticket quota in Selah

City Administrator Kelly commented that the citizen expressed his thanks.

Council Member Smeback asked how the new Fords are working out.

Police Chief Hayes responded that they have considerably lower fuel consumption this year versus last year.

Mayor Gawlik inquired how many of the Expeditions are still in service.

Police Chief Hayes replied that two are still on patrol, and that he and Deputy Chief Steen also drive them. He noted that they are hoping to eliminate the last two patrol vehicles next year.

Council Member Tierney inquired about traffic safety.

Police Chief Hayes remarked that there are standardized field sobriety tests, and that not every officer has gone through the training as of yet.

Mayor Gawlik asked if they have classes scheduled.

Police Chief Hayes responded in the affirmative.

Council Member Tierney commented that it is good overtime for the officers and also makes for a safer city.

City Administrator Kelly said that the Selah Downtown Association wanted to get the Council's support, in the form of a Resolution, as it is necessary for them to get into the Main Street program. He read aloud a copy of the proposed Resolution stating that the City Council is in support of association, noting that the Association needs two to three letters of support from local businesses and the City Council.

**Council Member Tierney moved, and Council Member Smeback seconded, to approve the Resolution of the Selah City Council supporting the Selah Downtown Association. By voice vote, approval was unanimous.**

City Attorney Noe had no report.

Council took a ten minute recess.

4. Boards **None**

Q. Executive Session

1. 10 Minute Session – Potential Litigation RCW 42.30.110(1)(i)
2. 10 Minute Session – Real Estate RCW 42.30.110(1)(b)

Council went into Executive Session at 7:53pm. At 8:13pm, Council went back on the record. Mayor Gawlik stated that no action was taken during the Executive Session.

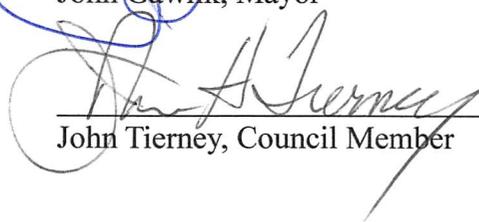
**Council Member Schmid moved, and Council Member Tierney seconded, to Authorize the Mayor to sign the Real Estate Purchase Agreement between the City of Selah and Leah Dell Randolph for the property located at 105 West Selah Avenue, Parcel No. 181435-44429. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

R. Adjournment

**Council Member Tierney moved, and Council Member Smeback seconded, that the meeting be adjourned. By voice vote, approval was unanimous.**

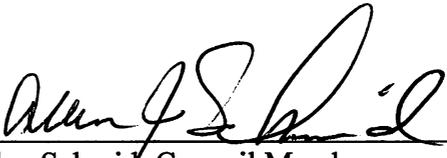
The meeting adjourned at 8:15pm.

  
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John Gawlik, Mayor

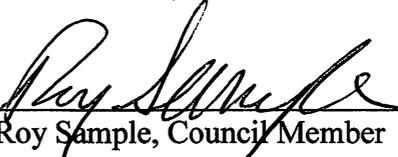
  
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John Tierney, Council Member

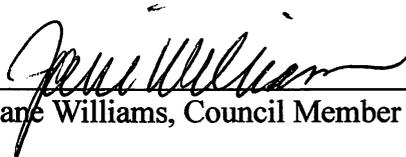
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Paul Overby, Council Member

  
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Dave Smeback, Council Member

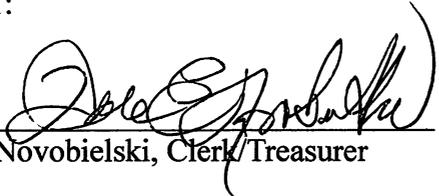
  
\_\_\_\_\_  
Allen Schmid, Council Member

EXCUSED  
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Brooke Finch, Council Member

  
\_\_\_\_\_  
Roy Sample, Council Member

  
\_\_\_\_\_  
Jane Williams, Council Member

ATTEST:

  
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Dale E. Novobielski, Clerk/Treasurer