

City of Selah  
Council Minutes  
February 12, 2013

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

- A. Call to Order Mayor Gawlik called the meeting to order at 4:00pm.
- B. Roll Call
- Members Present: Keith Larson; John Tierney; Dave Smeback; Allen Schmid; Brooke Finch
- Members Excused: Paul Overby
- Staff Present: Bob Noe, City Attorney; Dale Novobielski, Clerk/Treasurer; Jerry Davis, Fire Chief; Gary Hanna, Deputy Fire Chief; Rick Hayes, Police Chief; Joe Henne, Public Works Director; Dennis Davison, Community Planner; Jeff Hagler, Parks, Recreation, & Tourism Director; Monica Lake, Executive Assistant
- C. Pledge of Allegiance
- Council Member Finch led the Pledge of Allegiance. Pastor Tom Morris led the opening prayer.
- D. Agenda Changes
- Remove from Agenda:
1. K-1 Construction of new Score Keeper Boxes at Carlon Park
- E. Public Appearances/Introductions/Award Presentations
1. Yakima Valley Visitors & Convention Bureau 2012 Annual Report - John Cooper, President and CEO

John Cooper approached the podium and addressed the Council. He said that this is the annual report to recap the previous year. He stated that Washington no longer has a State tourism office, which has left the cities and counties without a partnering tourism entity at the State level. He noted that Yakima County currently works with regional partners to bring visitors into our community, and reviewed the most recent data for tourism in the county. He talked briefly about the various marketing and promotional activities that the Yakima Valley Visitors & Convention Bureau (YVVCB) does on Selah's behalf, and praised Parks, Recreation, and Tourism Director Hagler for his active involvement with the YVVCB, which include serving on the Sports Commission and helping with various other projects.

Council Member Schmid inquired if they would be playing the Today in America video when attending various trade shows.

Mr. Cooper responded that most trade shows do not have screens for videos; however, it can be posted on the YVVCB website in the social media section.

Council Member Schmid wondered if that would also work at the Visitors Center.

Mr. Cooper replied that it is possible.

Mayor Gawlik thanked Mr. Cooper for his comments regarding Parks, Recreation, and Tourism Director Hagler, saying that he had the opportunity to work with him on the Today in America project. He commented that the City is blessed to have a man of his caliber.

- F. Getting To Know Our Businesses **None**
- G. Communications
  - 1. Oral

Mayor Gawlik opened the meeting.

Norma Smith, 906A Speyers Road, approached the podium and addressed the Council. She applauded those who have already voted for the maintenance and operations levy for the Selah School District, and reminded those who haven't that they can vote up to 8:00pm tonight. She said that we need to get everyone to vote.

Seeing no one else rise to speak, he then closed the meeting.

- 2. Written
  - a. Recycling Data Report for the 4th Quarter of 2012
  - b. Informational update on Wenas Road and Bartlett Ave. Intersection Improvements

Council Member Schmid asked Public Works Director Henne if he had heard whether the application approved at the prior Council Meeting was accepted.

Public Works Director Henne replied that he has not heard back from them yet, noting that they are in transition right now due to a staff member's retirement.

Mayor Gawlik hoped that the City's application didn't go out with the retiree.

Public Works Director Henne said that he doesn't think that will happen.

Council Member Tierney wondered if the forty-five point three percent participation was a percentage of the total customers or a percentage of those signed up for recycling.

Mayor Gawlik asked where he was looking at on the page.

Council Member Tierney replied that he was looking at page two of the report, about six lines up from the bottom. He said that he was unsure if the number was a percentage of all refuse users, but if it was then we should look at getting more participation in the program.

Council Member Schmid pointed out that seventy-nine percent of those households who recycle set out their cans for collection in October, but noted that some of the people in his neighborhood only set them out every other month.

Council Member Tierney said that this could be discussed at a future meeting.

H. Proclamations/Announcements **None**

I. Consent Agenda

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: January 22, 2013 Council Meeting

\* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 75230 – 75324 for a total of \$186,035.60

Claim Checks Nos. 61486 – 61578 for a total of \$136,725.47

**Council Member Schmid moved, and Council Member Tierney 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 **\*\*ITEM REMOVED FROM AGENDA\*\***

1. ~~Construction of new Score Keeper Boxes at Carlon Park~~

L. Old Business **None**

M. Resolutions

1. Resolution Authorizing the Mayor to Sign a Contract with Uberthons, LLC for Race Timing

Parks, Recreation, & Tourism Director Hagler addressed M-1. He said that the increase in the number of runners necessitates a switch to an electronic chip timing system, which will allow for exact times and immediate results at the finish line. He went on to say that they are looking at renting the Uberthons, LLC system for this race, noting that his department has raised enough funds via sponsorships to cover the costs of renting the equipment. He observed that the system will make it a better race for everyone, as they will be able to view their results right away.

Mayor Gawlik wondered why this item was on the agenda if there were enough sponsors to generate the funds to rent the item.

Parks, Recreation, & Tourism Director Hagler replied that it was placed on the agenda to authorize the Mayor to sign the contract with Uberthons, LLC on behalf of the City.

Council Member Larson asked if this will take the place of the previous system, and what they used previously.

Parks, Recreation, & Tourism Director Hagler responded that they rented a manual system from a local hardcore runners club for three hundred dollars the previous year, but noted that it is an antiquated system which requires staff to punch in numbers and do a lot of math to get the results.

Council Member Larson inquired if event participation was more than covering the costs.

Parks, Recreation, & Tourism Director Hagler replied in the affirmative.

Council Member Tierney expressed his concern regarding the cost and the verbiage in the disclaimer.

Parks, Recreation, & Tourism Director Hagler responded that this is standard contract language, and that the company would likely work to resolve any problems the City might have with the system.

City Attorney Noe commented that, as it is an electronic device, there is the potential for catastrophic failure, but the City could argue for something.

Mayor Gawlik asked Parks, Recreation, & Tourism Director Hagler if he had used this kind of apparatus before.

Parks, Recreation, & Tourism Director Hagler replied in the affirmative, noting that Parks & Recreation Coordinator Brown did some investigation on the company.

Council Member Tierney observed that the contract had a February 10 due date.

Parks, Recreation, & Tourism Director Hagler responded that the revised version of the contract has a due date of February 15.

**Council Member Schmid moved, and Council Member Larson seconded, to approve the Resolution Authorizing the Mayor to Sign a Contract with Uberthons, LLC for Race Timing. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.**

2. Resolution Authorizing the Mayor to sign Sponsor Agreements with various persons or entities wishing to sponsor the Half Marathon and 5K Run/Walk Races in Selah

Parks, Recreation, & Tourism Director Hagler addressed M-2. He said that Parks & Recreation Coordinator Brown has been soliciting various sponsors to cover some of the costs of the race, and that City Attorney Noe wrote up sponsorship agreements for the various sponsorship levels. He listed the current sponsors, including Howard's Medical Supply as the major sponsor at the two thousand dollar level, Les Schwab at the fifteen hundred dollar level, and additional sponsors for lesser amounts.

Council Member Schmid inquired if he was looking for just one major sponsor.

Parks, Recreation, & Tourism Director Hagler replied that he was only looking for one major sponsor.

Council Member Schmid wondered if the other levels would be limited to only one sponsor.

Parks, Recreation, & Tourism Director Hagler responded that there can be more than one at each of the other levels.

**Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to sign Sponsor Agreements with various persons or entities**

wishing to sponsor the Half Marathon and 5K Run/Walk Races in Selah. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.

City Attorney Noe noted that any additional sponsorship agreements will need to bring back to the Council, unless they opt to authorize Mayor to sign all future sponsorship agreements for this event.

Council Member Schmid asked if he was looking for an amended motion.

City Attorney Noe replied that amending the motion would be the cleanest way to proceed.

**Council Member Schmid moved, and Council Member Tierney seconded, to amend the Resolution Authorizing the Mayor to sign Sponsor Agreements with various persons or entities wishing to sponsor the Half Marathon and 5K Run/Walk Races in Selah to include any Additional Sponsor Agreements for this year's event. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.**

3. Resolution Authorizing the Mayor to Sign an Amendment to the Agreement between Basin Disposal of Yakima, L.L.C. and the City of Selah for Collection and Disposal of Solid Waste

Clerk/Treasurer Novobielski addressed M-3. He said that the City's agreement with Basin Disposal of Yakima, LLC (BDI) provides for an annual review for price index adjustment. He stated that this process occurred in November and December of 2012, and that BDI has requested a one point eight four percent increase of approximately twelve thousand dollars for 2013. He noted that their contract provides that this process will occur and that the rate table has to be amended accordingly.

Council Member Tierney wondered what the cost per household would be.

Clerk/Treasurer Novobielski replied that City Administrator Kelly requested that BDI submit their request earlier in the future, to allow the City to determine what rate change might be necessary and allow for it to be added into the yearly budget. He said that this year's increase will be absorbed into the garbage fund with no rate change to the customers. He went on to say that with approximately two thousand customers the increase works out to six dollars per household per year. He commented that he discussed this issue with City Administrator Kelly, and noted that the garbage fund currently has a balance of four hundred forty-six thousand dollars.

Council Member Larson asked if that was the Solid Waste Reserve Fund.

Clerk/Treasurer Novobielski responded that the Solid Waste Reserve Fund has sixty-three thousand dollars, and the Solid Waste Fund has four hundred forty-six thousand dollars, and that he felt that they did not need to pass on the increase to the customers.

Council member Schmid felt that getting any requests from BDI prior to budgeting needs to be a necessity next year, as increasing after the budget has been set makes him uncomfortable. He commented that he has no problem with absorbing it this year but wants it done prior to setting next year's budget.

Clerk/Treasurer Novobielski replied that he is sure it will be done prior to next year's budget.

Council Member Tierney observed that the last time this was amended was in May 2011 for a fuel surcharge rate increase, and wondered if that had ever been rescinded.

Clerk/Treasurer Novobielski commented that diesel fuel has maintained the same pricing level, while regular gas has changed prices. He noted that diesel costs haven't changed significantly since 2011.

**Council Member Larson moved, and Council Member Schmid seconded, to approve the Resolution Authorizing the Mayor to Sign an Amendment to the Agreement between Basin Disposal of Yakima, L.L.C. and the City of Selah for Collection and Disposal of Solid Waste. Roll was called: Council Member Larson – yes; Council Member Tierney – no; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. Motion passed with four yes votes and one no vote.**

4. Resolution Adopting the Amended Six-Year Transportation Improvement Program for the Years 2013-2018 to Reflect the Streets in the South Selah Loop Project

Public Works Director Henne addressed M-4. He reminded Council that they approved the South Selah Loop application at the last meeting. He went on to say that the Six-Year Transportation Improvement Program (TIP) was modified to reflect that loop project, and to take those sections of streets out of the TIP. He noted that the cost of the street sweeper has also been modified by seven thousand dollars.

Mayor Gawlik commented that it's too bad we can't find a sweeper on the other side of the mountains using the program they have.

Public Works Director Henne responded that he has something cooking on that.

**Council Member Smeback moved, and Council Member Schmid seconded, to approve the Resolution Adopting the Amended Six-Year Transportation Improvement Program for the Years 2013-2018 to reflect the Streets in the South Selah Loop Project. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.**

5. Resolution authorizing the Mayor and/or his designee to make expenditures that are provided for in the City's budget and which do not exceed \$10,000.00

City Attorney Noe addressed M-5. He said that this Resolution allows for the City to process minor expenditures without coming back to the Council for authority on each item. He referred Council to the Agenda Item Summary (AIS) for City Attorney Kelly's explanation, noting that these items are already approved in the budget, eliminating them from agendas will keep Council from getting bogged down with these smaller items on the agenda, and it will allow government to move more expeditiously. He noted that anything over ten thousand dollars would still go before Council for approval.

Council Member Tierney asked if Council would be receiving a summary sheet showing what was signed, so that they are kept apprised of where the money is going.

City Attorney Noe replied that it would be processed through the claims and vouchers that are reviewed.

Council Member Smeback asked if it would be detailed.

City Attorney Noe responded that he doesn't know how the nuts and bolts would work, but the items would be listed on the claims and vouchers report that is reviewed by the Finance Committee.

Council Member Tierney commented that it would be nice not to have to hunt for these items on the claims and vouchers report, and wondered if it could be a separate section on the green bar report.

Council Member Larson noted that these are only items that Council has already approved in the budget.

Council Member Tierney agreed, but noted that it would allow Council to keep abreast of the expenditures for our budget.

Council Member Schmid added that it would show where the cash has been spent.

Mayor Gawlik replied that he will discuss the matter with City Administrator Kelly and see if a brief summary report can be put together for Council to review.

City Attorney Noe agreed, saying that there should be a workable way to present a report to Council.

**Council Member Tierney moved, and Council Member Finch seconded, to approve the Resolution authorizing the Mayor and/or his designee to make expenditures that are provided for in the City's budget and which do not exceed \$10,000.00. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.**

N. Ordinances

1. Ordinance Amending the 2013 Budget for Completion of the Public Works Facility Shop Construction

Clerk/Treasurer Novobielski addressed N-1. He said that this is the last time Council will need to take action regarding the Public Works Maintenance Facility expenditures. He went on to say that an issue arose last month when the vendor identified a billing error with omitted charges in the amount approximately seventy-seven thousand dollars after the project had been closed. He commented that Public Works Director Henne discussed the matter with Huibregtse, Louman, Associates, LLC, City Administrator Kelly and TW Clark, and they agreed that TW Clark would absorb half of the cost of reopening the final settlement documents, which would be deducted from the amount of their bill. He asked that Council amend the 2013 budget to approve the appropriation of seven thousand two hundred thirty dollars to satisfy the transaction.

Council Member Schmid asked for clarification that monies will be transferred from four funds into one to make the payment.

Clerk/Treasurer Novobielski replied in the affirmative.

**Council Member Schmid moved, and Council Member Smeback seconded, to approve the Ordinance Amending the 2013 Budget for Completion of the Public Works Facility Shop Construction. Roll was called: Council Member Larson – yes; Council Member Tierney – yes;**

**Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.**

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 expressed his congratulations to the officers and staff of the Selah Police Department regarding their handling of the seventeen year old murder case. He went on to say that he and Parks, Recreation, & Tourism Director Hagler will be making a brief Power Point presentation at the Civic Center at noon on Friday to a number of people regarding the Welcome to Selah sign, as well as presenting on downtown beautification. He said that he would like to have the citizens look at the presentations and provide feedback, and invited those in attendance to attend if they are available. He reminded the men present that Thursday is Valentine's Day.

Jane Williams wondered if next meeting would be the interviews for the vacant Council position.

Mayor Gawlik responded that interviews will be conducted at a Study Session prior to the next Council Meeting, and invited the community to attend.

Council Member Schmid asked what time the Study Session will start.

Mayor Gawlik replied that it will start at 4:30pm.

2. Council Members

Council Member Finch had no report.

Council Member Schmid had no report.

Council Member Smeback commented that he has been working with City Administrator Kelly regarding the pricing of the various City properties, and that they hope to have something culminated in the next few weeks to allow the City to move forward with selling some property.

Council Member Larson had no report.

Council Member Tierney urged everyone to vote on the levy. He extended his thanks to Executive Assistant Lake for the new Agenda Item Summary (AIS) form, saying that it is easy to read.

3. Boards

a. Parks & Recreation Board Minutes – December 3, 2012

4. Departmental

Community Planner Davison said that the administrative official approval of the Class 2 review for the High School expansion came through last week and that he received the application for a Class 3 review for the new Junior High School in today's mail. He went on to say that the Class 3 review involves a Public Hearing in front of the Planning Commission, with a recommendation coming to Council for the final decision. He commented that he has been looking at different options for putting a map on the wall, including a drop-down screen or a pull-down map.

Mayor Gawlik remarked that he can let his creative juices run wild while remaining inside the budget.

Public Works Director Henne said that the parks and ball fields will start to be a priority soon, as organizations are scheduling games and practices start at the end of the month. He went on to say that they are sweeping up winter rock from the road and washing the sidewalks. He remarked that the High School building permit has been applied for, and will consist of new addition six classrooms and a new gymnasium.

Council Member Schmid wondered what the City does with the rock they pick back up.

Public Works Director Henne replied that the stuff that comes up clean will be placed on the gravel alleys, but the rest is a mixture of items that isn't suitable for roadways and will be hauled to the landfill.

Clerk/Treasurer Novobielski had no report.

Deputy Fire Chief Hanna had no report.

Fire Chief Davis said that Deputy Fire Chief Hanna is working with Code Enforcement Office Brons on fire codes issues for the High School project. He noted that the Fire Commissioners meet tonight. He remarked that the on the floor firefighters are taking care of small maintenance issues that have come up, and that they will start working on wildfire fleet at the end of the month.

Mayor Gawlik observed that the weather is starting to morph into spring.

Parks, Recreation, and Tourism Director Hagler said that it is nice to have Mr. Cooper here, as the YVVCB continues to be good support for the City and its tourism program. He commented that an email went out regarding the new broadcast air information from Today in America, which will be showing in the New York area February 20<sup>th</sup> through 28<sup>th</sup>. He noted that they are also getting ready for spring; soccer sign-ups are currently underway and they have started working on pool stuff.

Mayor Gawlik remarked that they'll have to cut into the ice covering the pool.

Police Chief Hayes said that the citizens' academy will head down to the Wapato jail tonight, where they will be fed the same dinner as the inmates.

Council Member Tierney commented that it is a wonderful place.

Council Member Smeback wondered if they actually eat the dinner.

Council Member Tierney felt that every misdemeanor should have to spend twenty-four hours in the Wapato drunk tank.

Police Chief Hayes said that the department handed out the Officer of the Year and Reserve Officer of the Year awards, as selected by their peers; Detective Brumley was Officer of the Year and Reserve Officer Gabbard was Reserve Officer of the Year. He gave kudos to Detective Brumley for his work on the fifteen year homicide, noting that he mopped floor with them. He noted that Master Patrol Officer Martin and Sergeant Reeves, along with some former Selah officers, were brought in as witnesses, and that he is extremely proud of his department and what they did on the case. He commented that the Polar Plunge was rather cold, as the water was a brisk thirty-seven degrees, noting that his team raised four thousand three hundred twenty-one dollars and seventeen cents.

City Attorney Noe had no report.

Q. Executive Session **None**

R. Adjournment

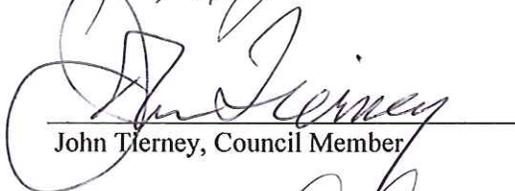
**Council Member Larson moved, and Council Member Schmid seconded, that the meeting be adjourned. By voice vote, approval was unanimous.**

The meeting adjourned at 4:50pm.

  
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John Gawlik, Mayor

  
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Keith Larson, Council Member

EXCUSED  
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Paul Overby, Council Member

  
\_\_\_\_\_  
John Tierney, Council Member

  
\_\_\_\_\_  
Dave Smeback, Council Member

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

  
\_\_\_\_\_  
Brooke Finch, Council Member

ATTEST:

  
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Dale E. Novobietzki, Clerk/Treasurer