

Study Session
Selah City Council
February 28, 2012
3:45pm

The Mayor welcomed Wendy Davis and invited her to speak.

Ms. Davis introduced herself to the council, giving a brief summary of her background and qualifications.

Discussion followed, with Ms. Davis answering questions posed by the Council.

Mayor Gawlik thanked Ms. Davis for her time.

The Study Session concluded at 3:48pm.

City of Selah
Council Minutes
February 28, 2012

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; Paul Overby; Kevin Jorgensen; Dave Smeback; Allen Schmid

Members Excused:

Staff Present: Dale Novobielski, Clerk/Treasurer; Bob Noe, City Attorney; Jerry Davis, Fire Chief; Gary Hanna, Deputy Fire Chief; Rick Hayes, Acting 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

Councilman Smeback led the Pledge of Allegiance. Pastor Jason Williams led the opening prayer.

D. Agenda Changes **None**

E. Public Appearances **None**

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

G. Communications

1. Oral

Mayor Gawlik opened the Public Meeting.

Norma Smith approached the podium and addressed the Council. She commended Mayor Gawlik on his choice for an interim City Supervisor, saying that she has known Wendy Davis for a number of years. She went on to say that Ms. Davis would not have any problems fitting in with the City staff and would handle things in a tactful manner.

Councilman Larson asked for clarification regarding the funding for an interim City Supervisor; specifically if the Mayor or the Council would determine the salary.

City Attorney Noe replied that the Council would have to give their approval on a salary amount for the position, as it would have to be done as a budget adjustment.

Mayor Gawlik remarked that the suggested salary amount was set at \$200.00 above the highest paid Department Head.

Councilman Overby wondered if this should be discussed in Executive Session, since it is a personnel matter.

City Attorney Noe responded that the terms of a contract are discussed in Open Session and talk regarding qualifications for the position can be done in an Executive Session.

Councilman Larson suggested that an Executive Session be held today.

City Attorney Noe replied that a motion to add an Executive Session could be made.

Council Member Larson moved, and Council Member Schmid seconded, to have a 25 minute Executive Session at the end of the Council Meeting. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. By voice vote, approval was unanimous.

Seeing no one else rise to speak, Mayor Gawlik closed the Public Meeting.

2. Written None

H. Proclamations/Announcements None

I. Consent Agenda

Councilman Larson moved, and Councilman Jorgensen seconded, to add M – 2 and M – 4 to the Consent Agenda. By voice vote, approval of the Consent Agenda was unanimous.

Councilman Schmid moved, and Councilman Smeback seconded, to remove M – 1 from the Consent Agenda. By voice vote, approval of the Consent Agenda 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: Council Meeting & Study Session February 14, 2012

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 72910 – 72989 for a total of \$141,705.50

Payroll Checks Nos. 72990 – 72993 for a total of \$124,418.59

Claim Check No. 59628 for a total of \$ 18,353.08

Claim Checks Nos. 59629 – 59685 for a total of \$115,568.68

- * 3. Resolution M – 2 Resolution Authorizing the Mayor to sign an Application for a Low Interest Loan from the Drinking Water State Revolving Fund
- * 4. Resolution M – 4 Resolution Authorizing the Mayor to Submit a Surface Transportation Program Application for Design Funding to Reconstruct East Goodlander Road, from North First Street to North Wenas Road
- * 5. Ordinance N – 2 Ordinance Amending the 2012 Budget for Seasonal Parks Maintenance Workers
- * 6. Ordinance N – 3 Ordinance of the City of Selah, Washington, amending Selah Municipal Code section 1.06.010 relating to the times for regular City Council Meetings

Councilman Schmid moved, and Councilman Smeback 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

1. Public Meeting to Consider Planning Commission Recommendation (Van Alstine 912.64.12-02)

Council Member Larson recused himself, stating that he a part-owner of a property adjacent to the subject property.

Community Planner Davison addressed K-1. He stated that a Comprehensive Plan amendment for Van Alstine, to change the designation of the subject property from industrial to residential, was brought before the Council on a previous occasion. He went on to say that the Council approved the Comprehensive Plan amendment, but the rezone request was not addressed at that time. He said that Council requested that Mr. Van Alstine come back with a Planned Development showing his proposal for the property before approving a rezone. He commented that the Planning Commission met on February 21st to discuss the rezone, and that they recommend approval of the rezone with the condition that the materials used for the external surfaces of the structures be as listed in the proposal. He referred the Council to the map provided in their packets, noting that the new duplex will be located at the east side of property as well as a nine-space residential parking lot to the north. He noted that that there will be a barbecue pit and greenery in the open community space at the back of the existing structure, which will make the site more attractive than it currently is.

Councilman Schmid asked if there were more pictures available for the proposed structure, and if the exterior would look like the one on the existing structure.

Community Planner Davison replied that it will look similar.

Councilman Schmid asked if the gables will be added to the existing structure.

Community Planner Davison replied in the affirmative.

Councilman Schmid remarked that renderings of all four faces have been required of all Planned Developments, and expressed concern that the Council was only provided with one picture.

Community Planner Davison responded that the back and the ends of the building will be the same exterior surfaces that are shown in the picture.

Councilman Schmid said that he noticed one entrance in the front of the building and wondered if it would be remaining there.

Community Planner Davison responded in the affirmative.

Councilman Schmid asked if there would be another door located along the side of the building.

Mr. Van Alstine replied that there is another door on the side of the building.

Councilman Schmid remarked that this is why he was concerned that they were not given renderings of all four sides of the building, and inquired if the new structure would be exactly like the current one.

Mr. Van Alstine replied in the negative, saying that the Planning Commissioners were given a packet with renderings of the proposed structure.

Councilman Schmid observed that the Council needs to see all the renderings, including the landscaping, when considering approval of a Planned Development.

Mr. Van Alstine said that he did not bring a packet with him.

Councilman Jorgensen remarked that the Planning Commission would have addressed this during the hearing.

Community Planner Davison commented that the Council could opt to continue the discussion until the next Council Meeting, to allow time for additional documentation to be provided.

Councilman Schmid commented that he is simply pointing out some of the paperwork that the Council should have been provided with. He went on to say that he hated to postpone this further, as the Planning Commission reviewed everything.

Councilman Tierney asked if the Planning Commission did review all the documentation.

Community Planner Davison responded in the affirmative.

Council Member Smeback moved, and Council Member Jorgensen seconded, to approve the Planning Commission's Recommendation to Rezone the subject property from General Business to Planned Development. Roll was called: Council Member Larson – abstain; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. Motion passed with 5 voting aye and one abstention.

2. Budget Amendment Request for the Court Clerk Position

Judge Gano addressed K-2. He spoke about the improvements in collecting fines and fees since signing an agreement with Signal Credit Management Services and their affiliate, AllianceOne. He reviewed the financial numbers as provided by Court Clerk Paschen, noting that they have seen a thirty percent increase in revenues since changing collection agencies. He noted that this item has been brought back earlier than requested, but noted that at the Court is already seeing a \$16,000 increase in revenues.

Mayor Gawlik commented that he was notified of an increase in the filings that will eventually go before the bench.

Judge Gano replied in the affirmative.

Councilman Schmid remarked that the bring-back request was not simply for an increase in revenues, but also an increase in the workload.

Judge Gano agreed.

Councilman Schmid said that he does not see anything that reflects a need for additional service.

Judge Gano replied that the increase in the service is due to giving people thirty days to pay their fines before they are signed up with the collection agency.

Councilman Schmid stated that the Council had required documentation to review showing a need for additional hours to perform the job.

Court Clerk Paschen informed the Council that there were approximately 54 ticket filings a month in 2011. He went on to say that there were 86 filings in January of 2012, an almost 50% increase over the previous year, and that February totals may be higher still.

Councilman Overby asked for clarification that filings mean ticket citations.

Court Clerk Paschen replied in the affirmative, adding that it includes both criminal cases and infractions.

Council Member Tierney moved, and Council Member Jorgensen seconded, to approve the Reinstatement of the Municipal Court Clerk position from a seventy-percent position to a full-time position. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – no. Motion passed with 5 voting aye and 1 voting nay.

L. Old Business None

M. Resolutions

1. Resolution declaring Police Department property surplus and providing for disposition of the same

Acting Police Chief Hayes addressed M-1. He said that the drug dog was being utilized more by outside agencies than by the Selah Police Department, and that those requests seemed to fall on the officer's days off, resulting in overtime issues. He finished by saying that the City decided to retire Brody.

Councilman Smeback wondered if the City had any obligations concerning Brody's services.

Acting Police Chief Hayes responded that he did not believe so.

Councilman Schmid commented that the funds came from the community. He wondered if the officer in charge of Brody was willing to take him.

Acting Police Chief Hayes replied in the affirmative.

Councilman Schmid went on to say that Brody has done an outstanding job in the community, and placing this item on the consent Agenda didn't feel right. He asked if they could stipulate that he not be put up for sale or auction if the officer is willing to take him as a pet.

City Attorney Noe replied that that would be the adoption.

Councilman Schmid commented that he didn't want anyone else to step up and lay claim to him.

City Attorney Noe noted that it says that the City can place him up for sale or adoption, or a similar disposition, in a manner generally acceptable to such animals. He observed that in cases such as this the animal is generally given to the handler.

Councilman Tierney asked who the Police Department would rely on if a dog detection team is needed.

Acting Police Chief Hayes replied that the State Patrol and the City of Yakima have trained dogs and could be called upon for assistance.

Council Member Schmid moved, and Council Member Overby seconded, to approve the Resolution declaring Police Department property surplus and providing for disposition of the same. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. By voice vote, approval was unanimous.

Acting Police Chief Hayes introduced Officer Cory Baird, the newest member of the Selah Police Department. He commented that he comes to the department from the Ellensburg Police Department, but is from the Selah area.

Councilman Tierney asked how long he was with Ellensburg.

Officer Baird replied that it was just over three years.

Councilman Smeback inquired if he had campus duty.

Officer Baird responded in the affirmative.

- * 2. Resolution Authorizing the Mayor to sign an Application for a Low Interest Loan from the Drinking Water State Revolving Fund

3. Resolution Authorizing the Mayor to Sign a TIB Consultant Agreement for Professional Design Services with Huibregtse, Louman Associates, Inc. for the Grind and Overlay of West Fremont and East Naches Avenues Improvements

Public Works Director Henne addressed M-3. He said that the Transportation Improvement Board requires that consultant from City sign a standard agreement before performing the grind and overlay.

Councilman Tierney asked if the Fremont Avenue repairs are to be chip seal rather than an overlay.

Mayor Gawlik said that the section of Fremont Avenue from First to Third is to be a chip seal, noting that he had discussed this earlier with Fire Chief Davis. He went on to say that the apron in front of the Fire Department needs to be replaced and the sidewalk height needs to be adjusted, and they hoped to do these projects at the same time, but since the overlay is now a chip seal it cannot be done in that fashion.

Public Works Director Henne commented that he wasn't sure where the chip seal information came from; what they want to do is grind out what is there and put back new asphalt.

Councilman Larson asked if it would be from First Avenue to Third Avenue or First Avenue to Fourth Avenue.

Public Works Director Henne replied that it would be from First Avenue to Fourth Avenue between the curbs on Fremont Avenue, and between the curbs on Naches Avenue from First Avenue to Second Avenue.

Mayor Gawlik asked if the Fire Department has these repairs in their budget.

Fire Chief Davis responded that he has budgeted for repairs to the front apron for the last three to four years. He noted that the sidewalk work was in the Public Works budget for 2012, but was removed when the budget was finalized. He commented that he was not aware of this until recently, as they have been talking about doing both tasks at the same time.

Public Works Director Henne reminded the Council that they discussed this during budget time, but that the decision was made to spend the money on East Goodlander.

Fire Chief Davis said that he needs to do the apron.

Mayor Gawlik said that he is a bit confused; either the money is there or it isn't.

Public Works Director Henne

Fire Chief Davis commented that if he does the apron without doing the sidewalk, it will really affect the concrete work when the sidewalk is done. He noted that he has money budgeted for his part of the project.

Councilman Tierney asked for confirmation that there was the \$58,000 in the Fire Department budget for their part of the project.

Fire Chief Davis responded in the affirmative.

Councilman Tierney asked if there was a way to work the sidewalks into the budget for the street.

Public Works Director Henne replied that they can try to work something into the budget.

Mr. Pooler stated that TIB monies cannot be used for sidewalks.

Councilman Overby asked how much it would cost for the sidewalks.

Fire Chief Davis responded that it was be almost \$29,000.

Councilman Tierney wondered if monies from the Transit account could be used for this, as it is along a transit route.

Public Works Director Henne remarked that there may some funds available for that purpose, but that he would like to discuss it with Clerk/Treasurer Novobielski prior to making a commitment on that.

Councilman Schmid asked if we are on a timeline for the project.

Public Works Director Henne replied in the affirmative, but added that there is still time to go out for bids on the sidewalk project.

Fire Chief Davis commented that the estimate was for both projects done together.

Council Member Tierney moved, and Council Member Schmid seconded, to approve the Resolution Authorizing the Mayor to Sign a TIB Consultant Agreement for Professional Design Services with Huibregtse, Louman Associates, Inc. for the Grind and Overlay of West Fremont and East Naches Avenues Improvements. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. By voice vote, approval was unanimous.

- * 4. Resolution Authorizing the Mayor to Submit a Surface Transportation Program Application for Design Funding to Reconstruct East Goodlander Road, from North First Street to North Wenas Road
- 5. Resolution Authorizing the Mayor to Sign a General Service Agreement between the City of Selah and Huibregtse, Louman Associates, Inc. for Design and Construction Engineering Services – Goodland Booster Pump Station

Public Works Director Henne addressed M-5. He said that the item is a task order to contract with Huibregtse, Louman Associates, Inc. to do the engineering work for the abandonment of the Goodlander Booster Station that serves Goodlander Heights. He went on to say that there is a subdivision consisting of approximately forty to forty-two homes currently being served by the constant pressure booster station. He commented that the booster station runs 24/7, and that they are required to discharge approximately one million gallons of water into the sewer system from the booster station. He remarked that they need to get rid of it and install four hundred feet of pipe to connect with the pump station and make the connection.

Councilman Schmid asked which reservoir would serve Goodlander Heights.

Public Works Director Henne replied that it would be Valhalla.

Council Member Schmid moved, and Council Member Larson seconded, to approve the Resolution Authorizing the Mayor to Sign a General Service Agreement between the City of Selah and Huibregtse, Louman Associates, Inc. for Design and Construction Engineering Services – Goodlander Booster Pump Station. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. By voice vote, approval was unanimous.

6. Resolution Authorizing the Mayor to sign an Amendment to Grant Agreement No. G1100095 between the State of Washington Department of Ecology and City of Selah relating to the Municipal Stormwater Capacity Grant Project

Ted Pooler, from Huibregtse, Louman Associates, Inc., addressed M-6. He said that Washington State has extended the Stormwater Capacity Grant Program by adding an additional \$50,000 and extending the program to June 30, 2013, which will allow for a better utilization of the Grant monies. He went on to say that Huibregtse, Louman Associates, Inc. and the Public Works Department will get together to discuss allocation of the funds and that he recommends signing the Grant Agreement.

Council Member Tierney moved, and Council Member Jorgensen seconded, to approve the Resolution Authorizing the Mayor to sign an Amendment to Grant Agreement No. G1100095 between the State of Washington Department of Ecology and City of Selah relating to the Municipal Stormwater Capacity Grant Project. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. By voice vote, approval was unanimous.

N. Ordinances

1. Ordinance Amending Ordinance No. 1634 § 15 Zoning Map Amendment No. 2012-02 Rezone to Planned Development (PD)

Community Planner Davison addressed N-1. He noted that this pertains to the previously discussed Planned Development and that this Ordinance amends the actual zoning map.

Council Member Jorgensen moved, and Council Member Tierney seconded, to approve the Ordinance Amending Ordinance No. 1634 § 15 Zoning Map Amendment No. 2012-02 Rezone to Planned Development (PD). Roll was called: Council Member Larson – abstain; Council Member Overby – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Council Member Schmid – yes. Motion passed with 5 voting aye and 1 abstention.

- * 2. Ordinance Amending the 2012 Budget for Seasonal Parks Maintenance Workers
- * 3. Ordinance of the City of Selah, Washington, amending Selah Municipal Code section 1.06.010 relating to the times for regular City Council Meetings

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 had no report.

2. Council Members

Councilman Tierney had no report.

Councilman Larson had no report.

Councilman Jorgensen had no report.

Councilman Smeback had no report.

Councilman Overby had no report.

Councilman Schmid gave a brief follow-up on the Youth Center, saying that the fundraiser held Sunday night was put together inside of a week. He went on to say that they had three young singing groups that performed, attendance covered all age groups, and that \$750 was collected that night. He said that they are looking into applying for a grant through Farmer's Insurance for \$500 - \$1,000. He commented that they are in good shape through the end of the school year, but that they need to start working on funds for the next year. He observed that it is a three-pronged deal between the Selah C.A.N., the School District and the City to keep the Youth Center open, He said that there are always expenses to be met, and they are looking at things such as a TP day where kids donate a roll of toilet paper for the Youth Center. He noted that they have two computers available for the kids to use when doing their homework.

Councilman Tierney wondered if Stormwater Grant monies could be used to provide a project for the youth to be paid for that would assist in funding the Youth Center.

Mr. Pooler remarked that there are provisions for community education and community involvement under the Stormwater permit, and he would look into it.

Councilman Schmid said that it is a place in our community that needs to be kept open.

3. Boards

4. Departmental

Clerk/Treasurer Novobielski gave a brief tax update for January and February 2012, noting that there has been an increase of approximately 12% in sales tax over last year, but half of that was due to the construction of the new Public Works maintenance facility. He said that this is a favorable trend, as utility taxes are showing an increase of approximately 6% over last year and that approximately \$12,000 in property taxes were received so far this year compared to around \$8,000 at this time last year.

Public Works Director Henne commented that it is supposed to rain and then snow this afternoon.

Mayor Gawlik remarked that we are ahead of the curve.

Public Works Director Henne noted that, based on the weather report, he made the decision not to place deicer on the roads.

Councilman Tierney said he will be optimistic and say that it will not snow.

Community Planner Davison noted that there is a Planned Development proposal going before Hearing Examiner tomorrow, which will be followed by a recommendation to the Council, there are two Short Plats in the works, and he is working on an environmental checklist for the street project and an adult entertainment facility. He went on to say that the Planning Commission had a study session on medical cannabis and are recommending an extension of the six month moratorium for an additional six months.

Deputy Fire Chief Hanna had no report.

Fire Chief Davis said that they had removed the plow before the last snowfall, but have put it back on and will not remove it until June or July. He stated that they appreciate Fremont Avenue being repaired.

Acting Police Chief Hayes had no report.

Parks, Recreation & Tourism Director Hagler talked briefly about the Selah Youth Center, noting that the Selah C.A.N. notified him a couple weeks ago that they were out of funds. He said that the community rallied to replenish the funds to pay the utility bills throughout the remainder of the school year. He noted that they held a fundraiser over weekend, which brought in over \$1000, Harvest Community Church donated \$500, and others have donated funds to keep the Youth Center open. He expressed his thanks to the community for seeing the need and stepping forward to meet it. He went on to talk about the Monday night meeting of the Selah Parks & Recreation Service Area Board, noting that Ted Pooler presented the pool audit, and that he would be bringing that information to the Council in a couple of weeks.;

City Attorney Noe had no report.

Q. Executive Session

Council took a ten minute recess, and then entered into an Executive Session for twenty-five minutes to discuss Personnel.

After thirty minutes had elapsed, the Council went back to Public Session. Mayor Gawlik stated that they would be going back into Executive Session for an additional fifteen minutes.

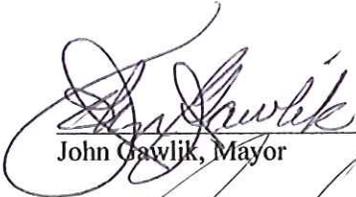
Council went back into Executive Session for fifteen minutes.

Upon conclusion of the Executive Session, the Council went back to Public Session. Mayor Gawlik stated that no actions were taken during either Executive Session.

R. Adjournment

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

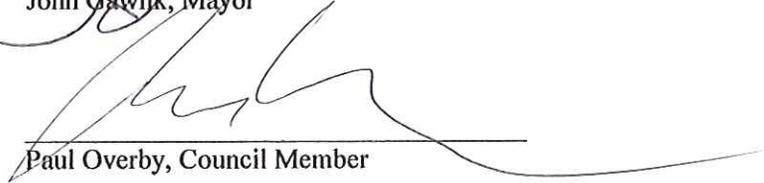
The meeting adjourned at 6:04pm.



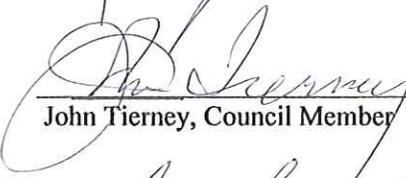
John Gawlik, Mayor



Keith Larson, Council Member



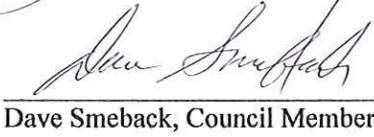
Paul Overby, Council Member



John Tierney, Council Member



Kevin Jorgensen, Council Member



Dave Smeback, Council Member



Allen Schmid, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer