

City of Selah
Council Minutes
January 10, 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; Paul Overby; Kevin Jorgensen; Dave Smeback; Allen Schmid

Members Excused: John Tierney

Staff Present: Frank Sweet, City Supervisor; Dale Novobielski, Clerk/Treasurer; Bob Noe, City Attorney; Jerry Davis, Fire Chief; Joe Henne, Public Works Director; Dennis Davison, Community Planner; Monica Lake, Executive Assistant

C. Pledge of Allegiance

Councilman Overby led the Pledge of Allegiance. Pastor Mark Griesse led the opening prayer.

D. Swearing In Ceremony

Clerk/ Treasurer Novobielski swore in John Gawlik as Mayor.

E. Agenda Changes **None**

F. Public Appearances **None**

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

H. Communications

1. Oral

Mayor Gawlik opened the Public Meeting.

Dick Graf, 806 Riverview, approached the podium and addressed the Council. He started by saying that a group of citizens met to discuss doing something to recognize what Bob Jones has done for the City of Selah, and that initial idea evolved into a desire to acknowledge more people who should be recognized for their contributions to the community. He went on to say that the piece of land on Crusher Canyon that the City wants to surplus is better suited for a park than a development. He said that they worked

with Tom Stokes in developing a plan for the park, noting that they have interest from various age groups, not just older people. He commented that they have \$23,000 of labor and materials, along with additional volunteer labor, pledged for this project. He noted that the centennial for the City of Selah will be in 2019, and that it would be nice to have a pavilion with the history of Selah for the event. He went on to say that local heroes could be honored by either a plaque or their name engraved on a piece of basalt. He ended by saying that they can duplicate nice look of Veteran's Park, which will tie the two parks together, and that it would provide a nice western entrance to the City of Selah.

Mayor Gawlik stated that it sounds like a great idea, and thanked Mr. Graf and the others who got together and created this idea. He inquired about the next step in the process.

City Supervisor Sweet responded that it should go before the Parks & Recreation Board and then back to the City Council; meanwhile, the property can be reserved for a park.

Councilman Jorgensen asked if the property needed to be declared surplus or simply reserved for a park.

City Supervisor Sweet replied that the property belongs to the City; however, the Parks & Recreation Board may hold a hearing on the issue if they desire.

Councilman Schmid observed that they were discussing passive parks at the last Parks & Recreation board meeting.

City Supervisor Sweet opined that this is a good use for that property.

Councilman Jorgensen commented that this fits in nicely with Councilman Tierney's idea for a Walk of Honor. He complimented Mr. Graf on his great idea.

Mr. Graf responded that he is simply the spokesman for a group of people who came up with this idea.

Councilman Jorgensen commended Mr. Stokes for his sketches of the park.

Mayor Gawlik thanked Mr. Graf for his presentation.

Dave Hoffert, 606 Southern Avenue, approached the podium and addressed the Council. He noted that the Council approved three new high-density multi-residence developments in the South Selah area and requested that the City look into the traffic situation before approving further new developments in the area.

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

2. Written

- a. 2011 Water System Improvements Progress Estimate #2
- b. Summary of Payments to T W Clark for Utility Maintenance Facility

I. Proclamations/Announcements

- a. Martin Luther King, Jr. Week January 15 – 21, 2012

Mayor Gawlik read aloud the Proclamation.

J. 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: Study Session and Council Meeting December 27, 2011

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 72592 – 72682 for a total of \$196,840.03
Claim Checks Nos. 59386 – 59443 for a total of \$518,970.22
Claim Checks Nos. 59444 – 59473 for a total of \$ 26,187.27

* 3. Ordinance O – 1 Ordinance Amending Ordinance No. 1856 Regarding the 2012 Salary Schedule For Parks & Recreation Coordinator

Councilman Jorgensen moved, and Councilman Overby seconded, to approve the Consent Agenda as read. By voice vote, approval of the Consent Agenda was unanimous.

K. Public Hearings **None**

L. New Business

1. Selection of a Mayor Pro Tem for 2012

Mayor Gawlik opened the nominations.

Councilman Smeback nominated Councilman Tierney.

Councilman Larson nominated Councilman Schmid.

Councilman Overby nominated Councilman Jorgensen.

Mayor Gawlik asked if there were any more nominations. He then closed the nominations.

Roll was called: Council Member Larson – Council Member Schmid; Council Member Overby – Council Member Jorgensen; Council Member Jorgensen – Council Member Schmid; Council Member Smeback – Council Member Schmid; Council Member Schmid – Council Member Schmid. By voice vote, Council Member Schmid was selected as the Mayor Pro Tem for 2012.

2. City Boards and Committees

Mayor Gawlik said that he would like to hear the opinions of the Council Members regarding the current committees and boards that the City has. He inquired if they felt that we are accomplishing what we want with those we have, or if there should be changes made to add or remove any of them.

Councilman Overby commented that fuel expenditures are always a big portion of the City's budget. He suggested that the City look into using hybrids for all City vehicles other than heavy duty vehicles, and replace the heavy duty trucks with newer, more fuel-efficient models. He observed that not all committees are clear-cut, and suggested that each committee have a charter and standard format. He opined that the committees should come up with new policies and procedures, such as public safety, to bring to the Council, rather than coming directly from administration.

City Supervisor Sweet asked if document imaging could be included under the committee on sustainability.

Councilman Overby replied in the affirmative, saying that while document imaging is not entirely related to sustainability, as an imaging manager for the State of Washington he understands the need to have documentation readily available. He commented that this ties into transparency of government, and that having that information available in electronic form prevents possible loss of information that might result from situations such as a relocation or damage from a leaky roof.

Councilman Jorgensen remarked that there is a lot of good information, such as Council Agendas, available to people who use the City's website. He suggested an addition to the website of a link to each committee saying what that committee is about, its mission statement, and who is serving on the committee.

Councilman Overby felt that was a good idea.

City Supervisor Sweet agreed, saying that it could be opened to comments from the public.

Councilman Jorgensen wondered if commenting would be available for each committee.

City Supervisor Sweet responded in the affirmative, saying that it is good to get that input from the community. He went on to say we might be able to tie in the document imaging and environmental issues in with the business and community relations committees, which Councilman Overby is a member of at present.

Councilman Overby suggested an energy and resource sustainability committee, which could set targets for energy and fuel consumption. He noted that people are already taking a more environmentally conscious approach in their homes and businesses, and this committee would allow for us to take a look at the City department by department.

Mayor Gawlik asked Councilman Schmid if he had any thoughts on the subject.

Councilman Schmid stated that he agrees with Councilman Overby, saying that it would be beneficial to the City. He noted that the City has received benefits from some of the utilities

Councilman Jorgensen remarked that the City has used energy credits in the past to purchase equipment for the water pump station.

Councilman Schmid observed that people nowadays are more energy-conscious and more concerned about where their money is going. He agreed that the committees should each have a mission statement as well as set times for regular meetings. He went on to say that he isn't sure that we need some of the

current committees, such as the Civic Center Board, and noted that some of them are not used very much.

Mayor Gawlik asked Councilman Smeback for his thoughts.

Councilman Smeback said that he would prefer to have a retreat to discuss and set goals earlier in the year than has been done in the past, so that the Council Members can go into their assignments with a united voice.

Mayor Gawlik asked for confirmation that he is recommending a retreat.

Councilman Smeback replied in the affirmative, saying that it should be done prior to discussion on the committee assignments.

Mayor Gawlik commented that they could hold off on making any changes to the current Council assignments until a Retreat is held.

Councilman Smeback responded that he is fine with the current assignments, but noted that it would be nice to have some goals set and something to share with the departments.

Councilman Jorgensen remarked that he likes Councilman Smeback's suggestion of a Retreat to discuss and share ideas, as well as inform the entire Council of what happens at the various meetings. He went on to say that he has not attended any committee meetings he doesn't sit on, and it would be nice to have some dialog to discuss items such as how often some of these meet.

Councilman Larson commented that he also likes the idea of a strategic planning session to discuss the committees and what is expected of each committee, and possibly a periodic report on each committee to the whole Council.

Councilman Schmid remarked that it is good to bring this up and suggested that citizens can contact either the Mayor or the City Supervisor if they have any suggestions on the matter.

Mayor Gawlik said that he will have staff look at some dates and contact the Council Members prior to the next Council meeting to see which dates are acceptable.

3. Council Meeting Times

Mayor Gawlik opened the discussion by saying that he heard a request from many voters during the campaign to change the Council meeting time so they would be able to attend. He went on to say that it has been tried in the past with little positive results, but requested that the Council consider a trial period of alternating meeting times, with one at 4pm and the other at 6pm each month. He asked for input from the Council and requested that they think about it.

Councilman Schmid remarked that they should consider that a later hour could cause some problems for the high school students who are required to attend a Council meeting. He opined that the 4pm time slot works well for them, as they can come down after school is out for the day.

Mayor Gawlik commented that it is difficult to please everyone in this regard, which is why he suggested alternating times.

Councilman Jorgensen wondered how the City staff would be compensated for their time, possibly using a flex schedule.

City Supervisor Sweet replied that they have utilized flex schedules in the past.

Councilman Jorgensen remarked that a number of staff attend the Council meetings.

City Supervisor Sweet responded that there is not overtime for most of them; it would only affect Community Planner Davison and Executive Assistant Lake. He went on to say that they would allow those people to come in later on that day or another day within the next week.

Councilman Smeback said that many senior residents, of which Selah has many older registered voters, have requested meetings in the daylight hours so they don't have to travel at night. He stated that this was one of the reasons the meeting times were changed to 4pm.

Mayor Gawlik asked what time in the evening it was held.

City Supervisor Sweet replied that it was at 7pm.

Councilman Jorgensen commented that 6pm seemed to be an odd time to hold a meeting, as it doesn't allow for time to eat dinner and spend time with family.

City Supervisor Sweet remarked that an alternating schedule might be more effective during Daylight Savings Time, as the weather will be more pleasant and the evenings will be lighter for a longer period.

Councilman Jorgensen said that he is all for whatever time works with citizens' schedules, as he would like to see more people attend meetings. He went on to say that he likes that the current time accommodates the students and that the school incorporates the Council meetings into their curriculum, and noted that there seems to be no magic number that will work for everyone. He suggested that they have a six month trial of alternating times and re-evaluate at the end of that period.

Councilman Overby commented that a lot of people he's talked to about applying for Council positions have an issue with the current time. He remarked that he uses vacation time to participate in any City events, as he cannot simply leave his job to attend meetings.

Councilman Jorgensen observed that that is an excellent point.

Councilman Overby noted that a lot of people watch these meeting on television, and that Y-PAC is usually in attendance to record them for that reason. He said that while he has the ability to use vacation time to attend meeting, a lot of people may not have that option available to them.

Mayor Gawlik requested that the Council Members think about this over the next couple of weeks and come back at the next meeting to discuss it further.

Councilman Schmid suggested that they have a retreat within the next two to three weeks to hash it out.

M. Old Business

None

N. Resolutions **None**

O. Ordinances

- * 1. Ordinance Amending Ordinance No. 1856 Regarding the 2012 Salary Schedule For Parks & Recreation Coordinator

P. Communications

- 1. Oral

Mayor Gawlik opened the meeting.

Herb Schmidt, 107 Highland Court, approached the podium and addressed the Council. He suggested that they should wait to have a full Council present, including Councilman Tierney and someone in the vacant Council position, when making any decisions that affect the community and the Council. He expressed his concern over the absence of Y-PAC at the meeting, saying that many people watch the meeting to keep abreast of events.

City Supervisor Sweet said that the City has no control over Y-PAC, noting that they will show up unless something else calls them away. He noted that it is not a scheduling issue.

Mayor Gawlik commented that they don't communicate with the City as to whether they will be in attendance to record the meeting.

City supervisor Sweet remarked that we see them when they show up.

Bill Teaford, 102 North 10th Street, approached the podium and addressed the Council. He suggested putting a survey regarding Council times on the water bills to generate feedback.

Jane Williams, 701 South 7th Street, approached the podium and addressed the Council. She stated that she attempted to email the Council Members a couple of weeks ago to express some concerns, but found no emails listed on the website. She noted that there used to be an email available, and wondered if that could be made available again.

City Supervisor Sweet replied that the City would like to have that available again. He went on to say that they are looking into ways for the Council Members to receive emails without their home computers becoming subject to Public Disclosure, such as purchasing iPads or netbooks strictly for City use.

Ms. Williams wondered if a generic email account could be created.

Councilman Larson remarked that he was going to suggest that, as any emails could be printed off and placed in the appropriate Council Member's box.

Mayor Gawlik asked if that is still considered public information.

Councilman Larson replied in the affirmative.

City Supervisor Sweet commented that the best way to go seems to be having dedicated iPads or laptops for Council activities.

Ms. Williams remarked that other cities may have already dealt with this issue and devised a solution.

Mayor Gawlik responded that we can look into that.

Ms. Williams commented that an email account would be easier than calling up individual Council Members, or dropping off correspondence at City Hall, to communicate with the Council Members. She wondered if there was an alternative method of communication that can be used to contact Council Members.

Councilman Jorgensen stated that his number is in the phone book.

Councilman Overby noted that any email received falls under Public Disclosure, and they could simply be posted on the website to be read.

City Supervisor Sweet responded that they would need to post it, and it would work as long as a Council Member wasn't accessing a City email account from their home computer.

Councilman Overby observed that he did not want his home computer subject to Public Disclosure.

Councilman Jorgensen seconded Councilman Overby's remark.

City Supervisor Sweet said that they will research the issue and have an answer by the next Council Meeting.

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

Q. Reports/Announcements

1. Mayor

Mayor Gawlik said that he would like everyone to be aware that we are opening up the application process for the vacant Council position. He went on to say that there is also an opening for the Civil Service Commission Chief Examiner/Secretary, and encouraged any interested individuals to submit an application. He finished by noting that applications are available at City Hall and on the City website.

2. Council Members

Councilman Larson had no report.

Councilman Jorgensen had no report.

Councilman Smeback had no report.

Councilman Overby had no report.

Councilman Schmid thanked his fellow Council Members for selecting him as the Mayor Pro Tem for 2012.

3. Boards

4. Departmental

Public Works Director Henne had no report, but remarked that he's glad it's not snowing.

Councilman Schmid asked when they would officially be moved to the new facility.

Public Works Director Henne replied that most of the equipment from the old maintenance facility should be moved by the end of the week. He went on to say that they will have the next week to unpack, and then the administration offices will start moving in the following week. He noted that they should be moved in by the end of the month.

Mayor Gawlik inquired if the punch list has been completed.

Public Works Director Henne responded that they are still working on a few items.

Councilman Schmid commented that anyone who hasn't seen it yet should do so before they get everything moved in. He observed that it is a wonderful facility.

Public Works Director Henne agreed that it is.

Councilman Smeback asked if the Rushmore project was paid off or if there was a retainage.

Public Works Director Henne replied that there is a retainage.

Councilman Smeback commented that some of the sidewalk slabs appear to have sunk where the drains go under the sidewalk.

Public Works Director Henne responded that both of the drainage areas have settled, and that approximately 75 to 100 feet of sidewalk north of the south drain basin has risen. He said that the contractor and the consultant have been apprised of the situation.

Community Planner Davison said that there have been two new planned developments submitted for residential development, one on 10th Street and the other on North Wenas. He noted that an Ordinance is being prepared for the Planning Commission regarding the medical cannabis community gardens. He stated that the city needs to have something on the books no later than April 10th. He went on to say that this should go before the Planning Commission for review and recommendation later this month or early February, and then to the Council after that.

Mayor Gawlik wondered if the April 10th date marked the end of the six month moratorium.

Community Planner Davison replied in the affirmative and said that the Council should have a recommendation and Ordinance at the end of March or the first part of April.

Clerk/Treasurer Novobielski said that he hopes to have the 2011 books closed by next Wednesday, at which point he will disseminate the information to all Department heads and take the 2012 Budget to the Yakima print shop. He commented that, while it's still early in the year, he was pleased to see the December water sales billed to customers were up seventeen percent over the previous year.

Fire Chief Davis said that he will have the 2011 year end report ready for the next Council meeting, and noted that there will be a Fire Commissioners meeting that evening.

City Supervisor Sweet had no report.

City Attorney Noe had no report.

R. Executive Session

Council took a ten minute recess, and then entered into an Executive Session for thirty minutes to discuss Potential Litigation.

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 thirty minutes.

The Council went back into Executive Session for thirty minutes.

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

S. Adjournment

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

The meeting adjourned at 6:06pm.



Keith Larson, Council Member

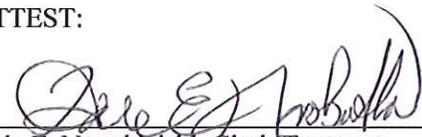
EXCUSED

John Tierney, Council Member

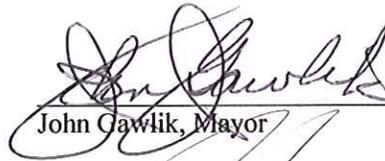


Dave Smeback, Council Member

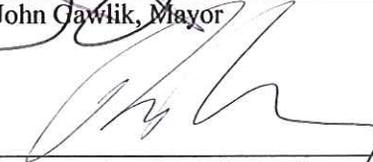
ATTEST:



Dale E. Novobielski, Clerk/Treasurer



John Gawlik, Mayor



Paul Overby, Council Member



Kevin Jorgensen, Council Member



Allen Schmid, Council Member