Study Session #1
Selah City Council
July 10, 2012
3:00pm

The Mayor welcomed Selah School District Superintendant Shane Backlund and Assistant Superintendant Chris Scacco, and invited them to speak.

Superintendant Backlund talked about the school bond passed earlier this year, noting that the monies will be used for a new middle school, additions to the high school, demolition of buildings at the Lince campus, and grade reconfiguration. He commented that they are working with an architectural firm on the concept design for the new school and hope to break ground on it August 2013. He indicated that they will then remodel Sunset, relocate the administration offices to a building at Lince, and finish with the demolition of certain Lince campus buildings in 2015.

Assistant Superintendant Scacco discussed the financial aspects of the bond, noting that $300,000 of the bonds sold in April were sold locally. She talked about the projected assessed values, the level bond tax rate, and the School Board's decision to sell all the bonds up front.

Mayor Gawlik thanked Selah School District Superintendant Backlund and Assistant Superintendant Scacco for their presentation.

The Study Session concluded at 3:24pm.

Study Session #2
Selah City Council
July 10, 2012
3:30pm

Study Session #2 was canceled. The Council opted to discuss a recent change regarding the City's insurance at this time.

City Administrator Kelly gave a brief explanation of the decisions to remove Central Washington Insurance Agency as the broker for the City, citing his prior years of experience in the insurance field and ability to perform the functions that the broker has done for the City in the past.

The Council Members were presented with a letter from Central Washington Insurance Agency expressing their feeling on the matter.

Discussion followed. Council Members expressed concern regarding the amount of time the City Administrator may spend on insurance claims.

The Study Session concluded at 3:41pm.

City of Selah
Council Minutes
July 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; John Tierney; Kevin Jorgensen; Dave Smeback; Allen Schmid; Brooke Finch

Members Excused: Paul Overby

Staff Present: David Kelly, City Administrator; Dale Novobielski, Clerk/Treasurer; Bob Noe, City Attorney; 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

Councilman Schmid led the Pledge of Allegiance. Parks, Recreation & Tourism Director Hagler led the opening prayer.

D. Agenda Changes

1. Amend the following item:

a. From:
Approval of Minutes: June 12, 2012 Study Session & Council Meeting; June 26, 2012 Council Meeting
To:
Approval of Minutes: July 26, 2012 Council Meeting

2. Add to the Consent Agenda:

a. Ordinance N – 1 Ordinance of the City of Selah, Washington, amending Selah Municipal Code section 1.06.010 relating to the times for regular City Council Meetings

E. Public Appearances/Introductions/Award Presentations

1. Donna Smith, Department of Ecology, presenting the 2011 "Wastewater Treatment Plant Outstanding Performance" award

Ms. Smith thanked the Mayor and Council for inviting her to present the award, and asked all of the Treatment Plant staff to come forward. She said that each year the Department of Ecology honors each Wastewater Treatment Plant that goes through a full year without any violations, which is a hard honor to achieve, and that the Selah Wastewater Treatment Plant has done this for fifth consecutive years. She went on to say that she is proud to present Lead Operator LaRoche and his team with a special five year award acknowledging this accomplishment and asked Lead Operator LaRoche to introduce his team.

Lead Operator LaRoche introduced the Wastewater Treatment Plant team: Ken Jones, Larry Davis, Mike Fries, and Chris Knox.

Ms. Smith reiterated that she is presenting this plaque to the City of Selah for five consecutive years as she handed the plaque to Lead Operator LaRoche. She commented to the Council that they should give the Treatment Plant whatever they request.

Council Member Tierney remarked that they usually do.

Mayor Gawlik said that Lead Operator LaRoche has told him there are only two reasons he will come before the Council: budget and receiving awards.

The Council Members expressed their congratulations to Lead Operator LaRoche and his crew.

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

G. Communications

1. Oral

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

2. Written

a. 2011 Water System Improvements Progress Estimate 6

b. Wastewater Treatment Facility Clarifier Upgrades Progress Estimate 1

c. Railroad Avenue and East Bartlett Avenue Improvements Progress Estimate No. 2

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. June 26, 2012 Council Meeting Minutes

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 73774 – 73880 for a total of $197,075.66
Claim Checks Nos. 60419 – 60497 for a total of $668,122.04

* 3. Ordinance N – 1 Ordinance Amending the 2012 Budget for Miscellaneous Expenditures

* 4. Ordinance N – 2 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 Larson moved, and Councilman 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 **None**

L. Old Business **None**

M. Resolutions

1. Resolution Authorizing the Mayor to Sign an Agreement for Certified Acceptance Services with Yakima County, Washington for East Goodlander Road Improvements Project

Public Works Director Henne addressed M-1. He said that they are in the process of getting East Goodlander Road from North First Street to North Wenas Avenue designed, and that when dealing with Federal transportation dollars there are procedures to be followed and certain documents to be agreed upon. He went on to say that one requirement deals with certified acceptance services, and that the City needs to use a certified acceptance agency that will approve the plans and ensure they are in compliance with agency guidelines. He stated that the County is willing to do that, as they have in the past, and that the cost for services will be approximately $500.00.

Council Member Schmid moved, and Council Member Smeback seconded, to Approve the Resolution Authorizing the Mayor to Sign an Agreement for Certified Acceptance Services with Yakima County, Washington for East Goodlander Road Improvements Project. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Councilman Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.

2. Resolution Authorizing the Mayor to Sign the Washington State Department of Transportation (WSDOT) Local Agency Federal Aid Project Prospectus for the East Goodlander Road Improvements Project

Public Works Director Henne addressed M-2. He said that this is another of the documents required for the East Goodlander project, which includes the dollar amount, the location of the project, and a description of the project into the Federal prospectus. He noted that the prospectus needs to be signed and sent in, and that it is another part of getting the money obligated.

Council Member Schmid moved, and Council Member Larson seconded, to Approve the Resolution Authorizing the Mayor to Sign the Washington State Department of Transportation (WSDOT) Local Agency Federal Aid Project Prospectus for the East Goodlander Road Improvements Project. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Councilman Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.

3. Resolution Authorizing the Mayor to sign the Washington State Department of transportation (WSDOT) Local Agency Agreement for the East Goodlander Road Improvements Project

Public Works Director Henne addressed M-3. He said that this document has a more detailed breakdown of the preliminary dollar amounts, and briefly read through the list provided in the packet.

Council Member Jorgensen moved, and Council Member Finch seconded, to Approve the Resolution Authorizing the Mayor to sign the Washington State Department of transportation (WSDOT) Local Agency Agreement for the East Goodlander Road Improvements Project. Roll was called: Council Member Larson – yes; Council Member Tierney – yes; Council Member Jorgensen – yes; Council Member Smeback – yes; Councilman Schmid – yes; Council Member Finch – yes. By voice vote, approval was unanimous.

N. Ordinances

* 1. Ordinance of the City of Selah, Washington providing for the acquisition through condemnation of certain real property for improvements to the turning radius at the intersection of East Bartlett Avenue and North Wenas Avenue

* 2. 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 remarked that after thirty-five plus years he and Council Member Tierney can still banter like they did back in the old days.

Police Chief Hayes remarked that he would not want to break into either Mayor Gawlik's home or Council Member Tierney's home, as they are still very proficient with firearms.

Mayor Gawlik said that he has a busy schedule this Friday, as he will attend the Change of Command ceremony out at the Yakima Training Center at 9:00am, as well as the open house at the new Public Works Maintenance facility from 3:00pm to 6:00pm. He remarked that there will also a community meet and greet with City Administrator Kelly at the open house.

Council Member Jorgensen wondered if the City Administrator would be sitting in a dunking booth at the event.

City Administrator Kelly replied that he's fine with it, especially if the temperatures stay in the 90s.

Mayor Gawlik inquired if the torn flags on the overpass had been removed.

Public Works Director Henne replied that he believes they were taken down on Monday.

Mayor Gawlik expressed his thanks.

Police Chief Hayes stated that the house that burned down belonged to the in-laws of one of the Treatment Plant Staff; they lost everything in the fire and had no insurance due to the age of the home and its foundation. He went on to say that the Police Department is donating four hundred dollars to help them out, and asked for assistance from anyone who can help them out with items such as furniture and clothing.

Mayor Gawlik remarked that there has been a fund established at one of the local banks, and that those interested can make a donation at Banner Bank.

2. Council Members

Council Member Finch invited her fellow Council Members to attend a going away celebration for Lt. Col. Michael Daniels from the Yakima Training Center, as he has been reassigned to another location. She noted that it will be held tonight at 5:30pm, at the Pastime Tavern, and is being sponsored by the Selah Chamber of Commerce.

Council Member Schmid said that there were fifty-eight teams in town over the last weekend for the Washington Amateur Softball Association 14U A&B State Championships. He noted that North Park Lodge was full, and fifty teams also stayed in Yakima, and they brought a lot of money into the area. He listed the winning teams and noted where they would be moving on to for the next round. He remarked that the citizens of Selah should be proud of their City and what we've done. He observed that five hundred eighty-six people were fed at the Civic Center barbeque on Thursday night, and commended the park facility people for their outstanding job in getting the fields and facility ready prior to the event. He said that he heard many positive comments from out of town visitors regarding the facility, and expressed his opinion that Selah has the premier dedicated girls fast pitch softball facility in the Pacific Northwest. He commented that the team that came in second started playing on Sunday at 9:00am, then again at 11:30 and 3:30, and that the girls wore out in the heat. He said that the championship game was not as close as they like to see them, but noted that the second place team played seven games in two days. He went on to say that it is a large thing for our area to be able to hold these events in cooperation with Yakima, and that we should be proud of what we have. He remarked that a portion of the Little League State Championship for Little League will be held at Selah's Little League Park on Sunday and noted that a Selah team won placement to continue on to Regionals. He remarked that visitors always want to know how a city the size of Selah manages to have such quality facilities for youth sports and that the citizens should be proud of their facilities.

Council Member Smeback wanted to highlight Parks, Recreation & Tourism Director Hagler's efforts with the Today in America deal, noting that that he put in a tremendous amount of time on the project.

He went on to say that the filming was done on a very tight, organized schedule; and that if the video comes out half way decent, it will be due to the huge amount of work he invested in it.

Mayor Gawlik remarked that it's a good sign of a production manager.

Council Member Smeback commented that he may have a second calling in that, as he does crack the whip.

Council Member Jorgensen had no report.

Council Member Larson mirrored Council Member Smeback's comments, saying that he had an opportunity to see Parks, Recreation & Tourism Director Hagler in action; he was very understanding and helpful, and did a good job keeping everyone on task. He welcomed City Administrator Kelly.

Council Member Tierney accused Council Member Larson of stealing his thunder before welcoming City Administrator Kelly. He thanked Police Chief Hayes for the opportunity to come out and interact with the officers during firearms qualifications, to run a few rounds through myself, and to make the Mayor feel second-rate.

Police Chief Hayes remarked that he couldn't say that, but that as an elected official Council Member Tierney could.

Council Member Tierney reiterated that it was a pleasure to do this, and encouraged all the Council Members to go out and participate in one of the firearms qualification events, to interact with the officers and get a feel for what they have to do to stay proficient and protect the members of this community.

Police Chief Hayes commented that the last set was for retired law enforcement officer qualifications, and that the next set will be available to all of the Council Members. He said they are welcome to shoot either a pistol or rifle with as much ammunition as they choose to buy.

Council Member Smeback asked if they would buy bigger balloons.

Police Chief Hayes noted that he needs photos of both Mayor Gawlik and Council Member Tierney to put on the qualification ID cards that retirees have to carry.

Council Member Smeback thought that he wanted photos to put on the targets.

Mayor Gawlik commented that he was waiting for someone to say that.

Council Member Tierney reiterated that it was a pleasure to come out and shoot.

3. Boards

4. Departmental

Clerk/Treasurer Novobielski said that he will be closing the books for the first half of the year, and passing that information along to the Finance Committee. He observed that both sales tax and property tax amounts are ahead of last year, and that although pool revenues were down in June due to adverse

weather conditions, they are currently down only 7.5% from last year. He noted that revenues have picked up the last few days due to the hotter weather.

Public Works Director Henne requested that Clerk/Treasurer Novobielski present the report on water revenues.

Clerk/Treasurer Novobielski said that Utility Billing Clerk Bigby had provided him with the water report for June approximately a week ago. He went on to say that there was a seventeen percent increase in residential area usage over 2011, and that it is an encouraging trend.

Public Works Director Henne remarked that there have been a few additional homes built since last year, but he would be surprised if it was all consumption. He said that he did a walkthrough of the water system project earlier today with the consultant and the contractor, noting that they found an additional area where the material had not bound to the crack, which is likely where the leakage is coming from. He went on to say that the south clarifier has been totally cleaned and all mechanism removed; they are putting up the weir along the end of the clarifier and starting to assemble the clarifier grid. He finished by saying that he will be doing a final inspection walkthrough of the Railroad Avenue project tomorrow at 8:30am, and noted the addition of a new stop sign on East Bartlett Avenue now that the road goes through.

Council Member Tierney asked about the progress of the apron replacement project.

Public Works Director Henne replied that they have taken approximately half of the sidewalk out at this point. He indicated that the grind and overlay is scheduled for the last Monday of the month, and noted that they will be doing the grind from 7pm to midnight, as there is too much traffic to deal with during the daytime. He observed that it will be a little disruptive for three to four days and then it will be done.

Fire Chief Davis said that things are progressing well, although they did discover that some of the light fixtures in Deputy Fire Chief Hanna's office weren't fastened down properly during the recent installation. He commented that they went out with helmets on to visit the work crew and razzed them about things coming apart in the station while they were working. He went on to say that they moved all the apparatus around last Thursday to allow them to go out through the alley, noting that he tried to make contact with all the neighbors to make them aware of the temporary arrangement. He noted that the department has been busy; they had an increase of approximately seventeen percent in June, with approximately 115-117 calls.

Council Member Tierney remarked that this was where the water went.

Fire Chief Davis said that the new guy with us for at least a month and is working out well. He finished by noting that there will be a Fire Commissioners meeting tonight at 6:30pm, and a new secretary selected for the Board.

Parks, Recreation & Tourism Director Hagler said that the pool is very busy right now, and that the new splash pad is complete and in full use.

Police Chief Hayes commented that his three and a half year old twin grandkids love it.

Parks, Recreation & Tourism Director Hagler observed that the new slide for the pool should be arriving this Friday. He noted that the SOS levy committee is working hard on getting the word out regarding the

pool levy, such as word of mouth and street signs and reminded everyone that ballots will be mailed out around July 16or& 17. He commented that the Today in America filming is now finished; it was a lengthy process. He expressed his thanks to Council Member Smeback for his help, as well as Council Member Larson and his dad Vernon Larson. He said that the first cut should be available for viewing in about six to eight weeks.

Mayor asked if he has added movie production to his resume.

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

Police Chief Hayes said that he gave the Council his monthly report already, and didn't have a lot to report beyond that. He noted that tonight is the third Citizens Academy class, which they have fifteen members enrolled in, and that it is going over like gangbusters. He went on to say that tonight's class, at the Fire Station, will start with a presentation by Deputy Fire Chief Hanna, followed by a presentation on the School Resource Officer presented by Master Patrol Officer Smith. He commented that he went to a citizen's patrol/ block watch meeting earlier today, as he would like to get something more formal started in Selah. He was impressed with what the County has in place, as they have thousands of people involved in their block watch program.

Mayor wondered if they had been able to provide a picture of what this has done for them.

Police Chief Hayes replied that he was a surprise visitor, and they did not have any statistics available at the meeting. He went on to say that he was surprised to learn that most of the people involved with block watch got involved because they were victims.

Council Member Tierney inquired as to who won the money pot.

Police Chief Hayes gave a brief description of the balloon shoot challenge, noting that Sergeant Steen won for his group by hitting four balloons with four shots and Officer Lennon won for the second group.

Council Member Tierney asked how much was in the pot.

Police Chief Hayes replied that there was forty dollars in total; twenty from Mayor Gawlik and twenty from Council Member Tierney.

City Attorney Noe had no report.

City Administrator Kelly said that he is excited to be here, and smart enough not to talk too much at the first meeting. He went on to say that he has met and talked with a lot of City personnel, noting that there are some great people who work for the City, and that they are very conscientious about not spending money. He commented that he is excited to work with everybody and become a team.

Q. Executive Session **None**

R. Adjournment

Council Member Larson moved, and Council Member Smeback seconded, that the meeting be adjourned. Motion passed with five voting aye and one voting no.

The meeting adjourned at 4:38pm.

John Gawlik, Mayor

Keith Larson, Council Member

EXCUSED
Paul Overby, Council Member

John Tierney, Council Member

Kevin Jorgensen, Council Member

Dave Smeback, Council Member

Allen Schmid, Council Member

Brooke Finch, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer