

Study Session Minutes
Selah City Council
March 12, 2013
3:00pm

Mayor Gawlik opened the Study Session and invited City Administrator Kelly to speak.

City Administrator Kelly reviewed the background regarding the review of use agreements between the City and the Greater Yakima Girls Softball Association (GYGSA), Selah National Little League (SNLL) and Yakima Valley Legion Baseball (YVLB). He finished by saying that his proposal is to charge each entity three thousand dollars per year, plus utilities during facility use, and that he has discussed this with each group.

Mike Archer, YVLB, gave a brief history of YVLB baseball in Selah, including the improvements and maintenance done at Wood Field by volunteers and players. Discussion followed on the City's role in maintenance of Wood Field, how many players use the field, whether an exclusive contract is appropriate on a public facility, whether the City or YVLB is responsible for lighting costs and maintenance at the field, and a request to review the last five years' financial statements to see if they do not have adequate funds available each year to pay the suggested fee of three thousand dollars plus utilities.

Ryan Smith, SNLL, talked about the difference between the entities under discussion and the financial situation of SNLL. Discussion followed regarding the current contract, the time left on it and the lack of an out clause, the money invested into McGonagle Park by SNLL, and field maintenance.

Mayor Gawlik closed the Study Session at 3:59pm.

City of Selah
Council Minutes
March 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; Paul Overby; John Tierney; Dave Smeback; Allen Schmid;
Brooke Finch; Carl Torkelson

Members Excused:

Staff Present: David Kelly, City Administrator; Bob Noe, City Attorney; Dale
Novobielski, Clerk/Treasurer; Jerry Davis, 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 Schmid led the Pledge of Allegiance. Pastor Mark Flippin led the opening prayer.

D. Agenda Changes

Removed from Agenda:

1. Public Hearings J – 1 Public Hearing to Consider Declaring Certain Real Properties Surplus
2. Public Hearings J – 2 Public Hearing to consider an increase in Building, Plumbing, Mechanical, and other Permit fees
3. Resolution M – 3 Resolution Declaring Real Property Surplus and authorizing Disposition of the Same
4. Ordinance N – 1 Ordinance of the City of Selah, Washington, amending Selah Municipal Code Chapter 20.24, Building Code Fees by increasing building permit fees, plumbing fees, mechanical fees, and other inspection and fees set forth therein

Added to Agenda:

1. Resolution M – 4 Resolution Resetting Public Hearing concerning the City’s desire to Declare Certain Real Properties Surplus and Provide for Disposition of the Same
2. Resolution M – 5 Resolution Resetting Public Hearing concerning the City’s desire to consider increasing Building Permit and other associated Fees

E. Public Appearances/Introductions/ Presentations

1. Police Department Awards

Police Chief Hayes opened by saying that the officers annually select one of their peers as the Officer of the Year, and this year also opted to select a Reserve Officer of the Year.

- a. Officer of the Year – Rich Brumley, Detective

Police Chief Hayes said that Detective Brumley was selected by his peers as the Officer of the Year. He noted that Detective Brumley had four major cases in 2012, with arrests on all four, and commended him for his outstanding work. He went on to say that a murder case from over fifteen years ago, which went to trial recently, resulted in convictions for each defendant. He commented that the judge and the prosecutor both complimented Detective Brumley for a flawless case.

- b. Reserve Officer of the Year – Randy Gabbard, Reserve Officer

Police Chief Hayes said that Reserve Officer Gabbard put in four hundred thirty hours last year, and was instrumental in restructuring and restarting the Citizens Academy, along with National Night Out. He noted that Reserve Officer Gabbard also served as the Reserve Coordinator for a portion of 2012.

- c. Appreciation Plaque – Randy Gabbard, Reserve Officer; Bob Scott, Reserve Officer; Chris Knox, Reserve Officer; Tony Atherton, Reserve Officer

Police Chief Hayes said that there are four Reserve Officers, referred to as the “Core Four”, who have collectively put in one thousand five hundred and forty-nine volunteer hours in 2012, while still holding down forty hour a week jobs elsewhere. He read aloud one of the plaques, saying that each of the four officers received a similar plaque when they handed out awards earlier this year.

F. Getting To Know Our Businesses

1. The Taco Shack – Timothy Denton, owner

Mayor Gawlik welcomed Timothy Denton and invited him to speak.

Mr. Denton said that he’s been here four months now; Selah is a good community that takes care of tis people and he is looking forward to doing some good thing in the community. He went on to say that they will be making some changes to the outside of the building in the future, such as a new paint job.

City Administrator Kelly inquired about the menu.

Mr. Denton replied that it is traditional Mexican food, including several varieties of tacos.

Council Member Finch wondered what hours they were open.

Mr. Denton responded that they are open daily from 10:00am to 8:00pm, and on Saturdays from 11:00am to 8:00pm.

Council Member Finch asked if they deliver.

Mr. Denton replied that they do not offer that service at this time.

G. Communications

1. Oral

Mayor Gawlik opened the meeting.

Dick Graf approached the podium and addressed the Council. He talked about the entities using the City ball fields and the need to be fair in regards to what the City requests from them financially, adding that many of the improvements to the ball fields, as well as ongoing maintenance, are done with donations and volunteers, not just City funds and labor. He discussed the Selah community and why people choose to live and raise their families here, which includes great programs such as SNLL, YVLB, and GYGSA.

City Administrator Kelly stated that the City invested one hundred twenty thousand dollars into the SNLL facility.

Mr. Graf commented that the City bought the land for sixty thousand dollars.

Council Member Schmid noted that the City also put in the water and sewer.

City Administrator Kelly remarked that there was approximately one point two million dollars spent on Carlon Park, but noted that the parking and asphalt also benefits Wood Field.

Mr. Graf responded that the one point two million dollars spent did not include the cost of the property itself or the existing facilities; it was all for improvements on the facility.

Mayor Gawlik commented that the one point two million dollars was not bonded.

Council Member Schmid added that the money came out of the General Fund; there was no bond issue involved.

Mr. Graf said that the City spent one point two million dollars on Carlon Park, plus the cost of the land, the utilities, and the infrastructure. He remarked that GYGSA does not provide maintenance for their fields.

Council Member Schmid responded that they pay a field maintenance fee in the amount of approximately twenty thousand dollars a year minus concessions.

Mr. Graf asked how much they pay after tournaments.

Council Member Schmid replied that tournaments are separate and pay for themselves.

City Administrator Kelly added that field preparation between games is twenty-five dollars per field.

Council Member Finch clarified that the City is not evaluating contracts with any business as a means to raise quick cash; City Administrator Kelly was asked to look at all City contracts when he came on board. She added that this is not an effort to bring in more revenue; Council desires to be fair and equitable to all parties involved.

Mr. Graf said that YVLL and YVLB are different animals; the money they earn is put back into the City-owned fields. He added that twenty-five percent of the concession stand dollars go to the City, and the organizations also invest time and labor in field maintenance.

Council Member Finch commented that she is not interested in putting any organizations out of business; she simply wants to ensure that the City is fair across the board.

Mr. Graf replied that he would hate to see a hardship placed on the kids as he feels that is what this community is all about.

Council Member Tierney remarked that they want to be fair to the taxpayers as well as the teams and organizations.

Mr. Graf commented that cutting back on field maintenance would not be fair.

Council Member Finch responded that this was just the initial proposal, and she values hearing the feedback that will help the Council come up with something more reasonable for all parties involved.

Steve Shotwell approached the podium and addressed the Council. He said that he coached in Selah for forty years; it cost him money out of pocket for food, equipment and whatever else the kids needed. He noted that not everyone who plays pays. He went on to say that a portion of his utility bill is at the rate it is at because some people aren't paying; there are too many people taking and not paying. He wondered if the City collects advertising dollars from GYGSA for the billboards at the softball fields.

Council Member Schmid replied in the affirmative, saying that GYGSA has paid the City twenty five thousand dollars from those.

Glen Longmire approached the podium and addressed the Council. He stated that he talked with several neighbors about the letter of notification for Palm Park, and many of them have indicated that they did not receive notification from the City. He wondered how many letters were mailed out.

Community Planner Davison replied that they mailed out one hundred twenty-one letters to property owners within six hundred feet of the park.

Mr. Longmire responded that many people directly across the street from the park have not received the letter and that, as there is a small window of opportunity to comment on this, he hoped the City would mail out letters again.

Public Works Director Henne inquired if those people were homeowners or renters.

Mr. Longmire replied that they are property owners.

Community Planner Davison said that the letters were sent to the owners and addresses as listed on the Yakima County Assessors site.

Mayor Gawlik asked Community Planner Davison how he proposed to address this issue for property owners within six hundred feet who have not received notification as of yet.

Community Planner Davison replied that they can provide an additional notice for property owners. He noted that they have not had any notices returned as undeliverable.

Mayor Gawlik asked when the window for comment closed.

Community Planner Davison responded that the Public Hearing will be held next Tuesday at 6:00pm.

Mr. Longmire remarked that Monday at 5:00pm is the deadline for comments.

Mayor Gawlik asked Mr. Longmire if he can provide Community Planner Davison with the names and addresses of those who did not receive notification.

Mr. Longmire replied that he can provide some of them.

City Administrator Kelly said that they could hand deliver them all in a few hours.

Fire Chief Davis commented that received a notice in the mail Saturday and also had one left at his door last night.

Council Member Tierney inquired when the notices were sent out.

Community Planner Davison replied that they were mailed out on Friday.

Mr. Longmire commented that he received his notice on Saturday.

Community Planner Davison remarked that the letters were delivered Saturday or Monday, giving residents a full week to comment on the proposal.

Mr. Longmire asked if they would move the window of comment.

Community Planner Davison replied that, unless the Planning Commission opts to continue the matter another two weeks, the comment period will end Monday at 5:00pm, although people are welcome to attend the Planning Commission meeting and comment at that time.

City Administrator Kelly suggested that some folks attend the meeting and suggest to the Planning Commissioners that they continue the matter to allow time for additional comments.

Council Member Schmid wondered why we are holding a Public Hearing on a property that hasn't been surplus as of yet.

City Administrator Kelly replied that it is to get the variance if the City does opt to surplus it. He added that the City Council will make the decision on whether or not to surplus the property.

Jane Williams approached the podium and addressed the Council. She requested a moratorium on any subdividing on any properties to be looked at for surplus, saying that it doesn't sound like a good thing to do at this time. She went on to say that the citizens have a right to review any proposed subdividing and discuss it with City officials, and for the Council, the Planning Commission, a developer, or any other entity to put in a request prior to the citizens having chance to speak doesn't sound legal. She said that Council needs to remember that the citizens are the City.

Mayor Gawlik responded that, when he took office, he felt that the City had too much property. He went on to say that it is important to have Council look at what the City owns, with an eye to which pieces can be surplused to help pay off the debt, and that is why we came to this issue.

Ms. Williams wondered how any request for a Short Plat got on a piece of public property owned by the City, saying that she concerned that citizens should not have been notified aside from the notice of a Public Hearing for surplus properties. She said that she felt a similar situation happened in the South Selah area a few years ago, and that she feels nothing should be looked at until Council holds the Public Hearing.

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

2. Written

a. Well No. 5 Redevelopment Progress Estimate #3

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: February 26, 2013 Study Session & Council Meeting

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 75401 – 75494 for a total of \$184,481.90
Claim Checks Nos. 61662 – 61742 for a total of \$186,505.08
EFT Check No. 2070 for a total of \$ 1,360.00

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

J. Public Hearings

1. ~~Public Hearing to Consider Declaring Certain Real Properties Surplus~~
REMOVED FROM AGENDA

2. ~~Public Hearing to consider an increase in Building, Plumbing, Mechanical, and other Permit fees~~
REMOVED FROM AGENDA

K. New Business **None**

L. Old Business **None**

M. Resolutions

1. Resolution authorizing the Mayor to sign the Revised 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 – 1. He said this is the next phase of the street project; we have to put the next phase into production in order to obligate and spend the money we were rewarded for right of way extension.

Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution authorizing the Mayor to sign the Revised 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 Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Torkelson – yes. By voice vote, approval was unanimous.

2. Resolution authorizing the Mayor to sign a document showing Support for Yakima Basin Integrated Water Resource Management Plan (YBIWRMP)

Yakima County Commissioner Mike Leita addressed M – 2. He talked about the Yakima Basin Integrated Water Resource Management Plan (YBIWRMP), explaining the funding they hope to receive at the State and Federal level. He talked about the economy of the Yakima valley, how dependent we are on a stable and adequate water supply, and the importance of creating new reservoirs to ensure this on an annual basis. He outlined the seven elements of the plan, noting that the collaboration on this project is unprecedented. He asked that the Council show their support for the plan, saying that it is in their best interest to endorse the YBIWRMP, as it will benefit the citizens and the valley.

Council Member Smeback asked if the Black Rock reservoir was off the table.

Commissioner Leita responded in the affirmative.

Council Member Tierney moved, and Council Members Finch and Schmid seconded, to approve the Resolution authorizing the Mayor to sign a document showing Support for Yakima Basin Integrated Water Resource Management Plan. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Torkelson – yes. By voice vote, approval was unanimous.

3. ~~Resolution Declaring Real Property Surplus and authorizing Disposition of the Same~~
REMOVED FROM AGENDA
4. Resolution Resetting Public Hearing concerning the City's desire to Declare Certain Real Properties Surplus and Provide for Disposition of the Same
5. Resolution Resetting Public Hearing concerning the City's desire to consider increasing Building Permit and other associated Fees

City Administrator Kelly addressed M – 4 and M – 5. He said that the City needs to properly notify citizens of the Public Hearings ten days prior, to allow them time for comment. He noted that the notifications have been done for both Public Hearings.

Council Member Smeback moved, and Council Member Schmid seconded, to approve the Resolution Setting Public Hearing concerning the City's desire to consider increasing Building Permit and other associated Fees and the Resolution Authorizing the Mayor to sign a 2013 Drinking Water State Revolving Fund (DWSRF) Loan application, Water Main Replacement. Roll was called: Council Member Larson – yes; Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Torkelson – yes. By voice vote, approval was unanimous.

N. Ordinances

1. ~~Ordinance of the City of Selah, Washington, amending Selah Municipal Code Chapter 20.24, Building Code Fees by increasing building permit fees, plumbing fees, mechanical fees, and other inspection and fees set forth therein~~ REMOVED

O. Communications

1. Oral

Mayor Gawlik opened the meeting.

Jane Williams approached the podium and addressed the Council. She said that, while the date of the proposed public hearing will be published in the paper, she felt that it should be announced on Y-PAC to remind those who watch the Council Meeting.

City Administrator Kelly stated that the Public Hearings will be held on March 26th, at the 6:30pm City Council Meeting.

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

P. Reports/Announcements

1. Mayor

Mayor Gawlik talked briefly about the memo on a County-wide planning policy committee, asking that any interested Council Members contact Executive Assistant Lake by Friday.

Council Member Overby inquired if this group would look at issues such as adding East Selah into the City's urban growth area.

Community Planner Davison said that they formulate long-term policy for planning in Yakima County, and each City develops its own Comprehensive Plan to reflect that policy.

Mayor Gawlik commended the Police Department, the Fire Department, and the Public Works crew for their quick response time during the outage.

2. Council Members

Council Member Finch had no report.

Council Member Schmid commended the Police Department for keeping the traffic moving through town during the recent power outages. He added that Eurasian doves, which are new to the area, have been the cause of both power outages here as well as one in Toppenish a week and a half ago. He added that bird watchers have seen the doves go into the substations to avoid hawks and eagles, as the predators know better than to go into a substation.

Council Member Overby said that a one-time incident could be chalked up as an act of God, but when it happens again three weeks later there is cause for concern. He expressed concern with Pacific Power's handling of the situation, saying that they need to understand that this is not acceptable. He commented that City Attorney Noe could contact the Utilities Commission on the City's behalf, as this is not an acceptable situation.

Council Member Schmid remarked that these are the first two outages in two and a half years.

Council Member Overby opined that there have to be steps that Pacific Power can take to remedy the situation.

Council Member Smeback expressed his appreciation for both the Public Works and the Police Departments, saying that they have been tested twice now; people responded in a timely manner and all the backup systems are in working order.

Council Member Torkelson had no report.

Council Member Tierney had no report.

3. Boards

- a. Parks Board Minutes – January 7, 2013
- b. Lodging Tax Advisory Committee Minutes – January 28, 2013

4. Departmental

- a. Selah Fire Department / YCFD#2 Annual Report 2012

Parks, Recreation, & Tourism Director Hagler said that he is currently working on putting together a roundtable discussion group of businesses in the community, with the focus on how to get visitors into local businesses. He added that their first meeting will be tomorrow morning at North Park Lodge. He added that he is working with the Mayor on visiting different groups in the City regarding the video and new signage for Selah.

Public Works Director Henne said that his department is getting ready for spring; the first meter reading of the year will be done this month and they are getting the ball fields ready for play. He expressed appreciation for Council Member Larson defending the Public Works crew during the Study Session. He added that the Archer family has put in thousands of hours as well, and that it is tough to discuss the matter without files to reference what was done by which party, such as the City replacing the light poles in Wood Field in the mid-90s.

Community Planner Davison said that the Planning Commission will be considering the proposed short plat of Palm Park next week, and notification of the hearing was mailed to everyone within six hundred feet of the park. He added that the Commissioners can continue the hearing to a later date if they so choose. He reminded Council that the Planning Commission will submit a recommendation to Council to consider at a closed record meeting, and cautioned them against discussing the annexation with their constituents to avoid the need to recusals. He went on to say that the second item is an annexation on West Goodlander Road, and that a Resolution will be brought to Council for consideration, at which time a Public Hearing will be scheduled.

Council Member Overby remarked that the decision regarding Palm Park comes down to whether property is surplus at all, and that the short plat is a simply detail to work out after Council executes that policy. He asked for advice on how shut down communication on the issue.

Community Planner Davison responded that he can talk about the potential surplus of Palm Park; however, he should avoid discussion of the proposed short plat.

Council Member Smeback commented that the public needs to understand that the short plat process doesn't mean that the property will be sold; it has not been surplus and this process is merely preemptive preparation.

Community Planner Davison added that it could be short platted, Council could refuse to record the short plat, or they could opt to record it and then not sell the lots.

Council Member Schmid felt that they have the cart before the horse. He said that the issue was just presented to the Parks Board two weeks ago; their recommendation was to sell only the one lot in the southwest quarter, although they would prefer to keep the acreage as a park.

Community Planner Davison commented that Parks, Recreation, and Tourism Director Hagler will prepare a memo on the Parks Board recommendation to be provided to the Planning Commission as part of the Public Hearing.

Council Member Schmid responded that he wanted the Parks Board recommendation to be placed on the record today.

Clerk/Treasurer Novobielski said that everything is par on course regarding the budget.

Fire Chief Davis said that there is a Fire Commissioners meeting tonight at 6:30pm. He went on to say that the end of year report was provided with the Council packets and encouraged Council to talk with himself or Deputy Chief Hanna if they had any questions.

Police Chief Hayes said that he is currently working on their end of year report.

Mayor Gawlik asked if he will be combining it with the 2014 report.

Police Chief Hayes replied that he hoped not. He expressed his appreciation for the Council Members, saying that they are doing a good job.

City Attorney Noe had no report.

City Administrator Kelly had no report.

Q. Executive Session **None**

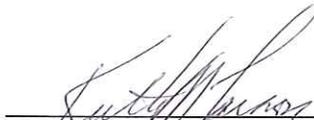
R. Adjournment

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

The meeting adjourned at 5:11pm.



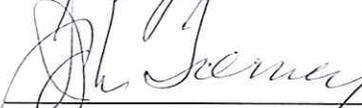
John Gawlik, Mayor



Keith Larson, Council Member



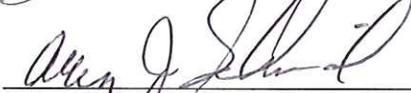
Paul Overby, Council Member



John Tierney, Council Member



Dave Smeback, Council Member



Allen Schmid, Council Member



Brooke Finch, Council Member



Carl Torkelson, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer