

Study Session Minutes  
Selah City Council  
December 9, 2014  
3:30pm

Mayor Pro Tem Finch opened the Study Session. She stated that the scheduled session with Superintendent Backlund had been postponed to allow Council to discuss the potential utility tax increase.

Police Chief Hayes briefly discussed the reasons behind his request for an evidence technician, which included reducing potential liability for the City by putting the correct person into the correct job, having a person in charge of the evidence room who isn't attached to evidence in that room to prevent a defense attorney from saying the individual is biased, proper disposal of items after they've been kept for a certain amount of time, and having that person coordinate community events. He also talked about the need for an amortization schedule for patrol vehicles, as thirteen of the eighteen vehicles are over 70,000 miles, with most over 100,000.

Fire Chief Hanna said that they have never had an amortization schedule for vehicles, adding that twelve of their twenty vehicles are twenty plus years old, with five of those over thirty years old. He also talked about the need to get into compliance with the turnout gear, which will take three years with the budget as it currently stands. He noted that a percentage of the amount that would be allotted to his department would also be placed into the equipment reserve fund for future items such as a conversion to digital radios.

The Study Session ended at 3:54pm.

City of Selah  
Council Minutes  
December 9, 2014

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

- A. Call to Order Mayor Pro Tem Finch called the meeting to order at 4:00pm.
- B. Roll Call
- Members Present: Paul Overby; John Tierney; Dave Smeback; Allen Schmid ; Brooke Finch; Roy Sample; Jane Williams
- Members Excused: Mayor Gawlik
- Staff Present: Joe Henne, Interim City Administrator; Bob Noe, City Attorney; Gary Hanna, Fire Chief; Rick Hayes, Police Chief; Eric Steen, Deputy Police Chief; Dale Novobielski, Clerk/Treasurer; Dennis Davison, community Planner; Charlie Brown, Recreation Manager; Andrew Potter, Assistant to the City Administrator; Monica Lake, Executive Assistant
- C. Pledge of Allegiance
- Council Member Smeback led the Pledge of Allegiance. Pastor Jason Williams led the opening prayer.
- D. Agenda Changes **None**
- E. Public Appearances/Introductions/ Presentations **None**
- F. Getting To Know Our Businesses **None**
- G. Communications
1. Oral

Mayor Pro Tem Finch opened the meeting.

Wayne Petterson approached the podium and addressed the Council. He asked for guidance from the Council regarding his proposal for a Welcome to Selah sign, as the application process with the Washington State Department of Transportation (DOT), as it is ten to twelve months for approval once the paperwork has been filed. He noted that the City would be responsible for an annual rental payment

of six hundred dollars to the DOT, per their office in Olympia. He stated that he is committed to the project for the next four months, and at that point will make a decision on whether to continue with the proposal.

Council Member Tierney wondered who's the City's representative to the Selah Downtown Association to coordinate progress and what they are doing.

Mayor Pro Tem Finch responded that both herself and Mayor Gawlik were involved with it at one point.

Mr. Petterson commented that the City gave thirty thousand dollars to the Selah Downtown Association, an entity completely separate from the City, and that there are no checks and balances or oversight on expenditure of those funds.

Council Member Tierney asked for confirmation that the City gave them funds that they don't have to account for.

City Attorney Noe replied that there are two different entities involved, the original Economic Development and Beautification Committee and the Selah Downtown Association. He noted that the funds were provided for a specific purpose and that the entity utilizing them will have to account for their expenditures.

Mayor Pro Tem Finch stated that no one from the Council serves on the board for the Selah Downtown Association.

Council Member Tierney felt that they should have a Council Member on the board, to report to the Council and watch how they are spending their money.

Mr. Petterson commented that those who were currently serving on the City Council were ineligible to be on the board of the Selah Downtown Association. He added that the DOT also charges for use of the air space across the road.

Council Member Sample felt that Council should decide which version of the sign to back before negotiating with the DOT.

Mr. Petterson responded that the other sign was a concept that Eagle Signs did in hopes of getting the job down the line. He said that he presented his proposal to the Selah Downtown Association yesterday, and that it seemed to go well.

Interim City Administrator Henne remarked that the City will contact the Selah Downtown Association to have them make a presentation and see what they are willing to support, then the City will decide how much and what support, at which point an application can be done.

Mr. Petterson commented that the Selah Downtown Association might be able to support the lion's share of what he's proposing, but the City would be responsible for the annual rental fee to the DOT.

Council Member Schmid asked where the Main Street Organization came in this, as he was under the impression that this was why the Selah Downtown Association filed for 501c3 status.

Mayor Pro Tem Finch replied in the affirmative, adding that the monies would be earmarked for certain areas of the city. She noted that they will address this further as a Council.

Seeing no one else rise to speak, Mayor Pro Tem Finch closed the meeting.

2. Written

- a. Letter from Charter Communications regarding a Broadcast TV Surcharge increase
- b. November 2014 Monthly Report for Building Permits, Animal Control and Code Enforcement
- c. Recycling Data Report for the 3rd Quarter of 2014

H. Proclamations/Announcements **None**

I. Consent Agenda

Council Member Overby moved to add M – 3, M – 4, and N – 4 to the Consent Agenda. Council Member Williams requested that those items not be placed on the 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: October 22, 2014 Special Meeting; November 6, 2014 Special Meeting; and November 25, 2014 Council Meeting
- \* 2. Approval of Claims & Payroll:  
Claim Checks Nos. 64923 – 64996 for a total of \$591,073.17
- \* 3. Resolution M – 5: Resolution Authorizing the Mayor Pro Tem to Sign a Municipality Tourism Promotion Management Contract with Yakima Valley Visitors and Convention Bureau for the Year 2015
- \* 4. Resolution M – 6: Resolution Authorizing the Mayor Pro Tem to Sign an Advertisement Contract with Yakima Valley Visitors and Convention Bureau for the Year 2015
- \* 5. Resolution M – 7: Resolution Regarding Changes to the By-Laws and Interlocal Agreement to the Cities Insurance Association of Washington (CIAW)

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

J. Public Hearings

1.

Interim City Administrator Henne addressed J – 1. He said that Fairpoint is requesting a franchise for cable TV, which was reviewed by City Attorney Noe, and that part of the process for approval requires that a public hearing be held to take testimony on the matter.

Mayor Pro Tem Finch opening the Hearing. Seeing no one rise to speak, she then closed the meeting.

K. New Business **None**

L. Old Business **None**

M. Resolutions

1. Resolution Revising Rates For 2015 Water Utility Services

Clerk/Treasurer Novobielski addressed M – 1. He said that, as part of the 2015 Budget development, a four percent increase in water rates was recommended to balance the budget. He referred Council to the information provided in the packet, citing examples of rate changes due to the increase.

**Council Member Smeback moved, and Council Member Williams seconded, to Approve the Resolution Revising Rates For 2015 Water Utility Services. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

2. Resolution Revising Rates For 2015 Sewer Utility Services

Clerk/Treasurer Novobielski addressed M – 2. He said that the used a similar approach for the Sewer Fund, which resulted in the recommendation of a three percent increase in rates.

**Council Member Tierney moved, and Council Member Smeback seconded, to Approve the Resolution Revising Rates For 2015 Sewer Utility Services. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

3. Resolution Authorizing the Mayor Pro Tem to Sign a Contract with Ellensburg Telephone Company d/b/a Fairpoint Communications for Centrex Telephone Services

Clerk/Treasurer Novobielski addressed M – 3. He said that former City Administrator Kelly had requested that he have the item placed on the agenda, which is simply a continuation of the City’s prior agreement with Fairpoint.

Interim City Administrator Henne noted that it’s simply a housekeeping matter to get a current contract in place.

Clerk/Treasurer Novobielski stated that the existing contract in the vault had terminated in 2006.

Council Member Schmid wondered what the term of the contract is.

Council Member Tierney remarked that, per item four, it’s a two year agreement.

Council Member Schmid asked if this is for phone service.

Interim City Administrator Henne responded in the affirmative, adding that this is a different item than the franchise agreement.

Council Member Schmid inquired if it was a positive or negative fiscal impact.

Clerk/Treasurer Novobielski replied that there is no change to the current expenses.

Alex Galbraith, Fairpoint Communications, approached the podium and addressed the Council. He commented that they weren't prepared to give information on this matter, and deferred to a coworker to speak on the matter.

Jerry Jensen, Operations Manager for Fairpoint Communications, approached the podium and addressed the Council. He stated that he believes all of the City is on the Centrex system, and that there is no rate increase for services that he is aware of.

Council Member Williams asked if City Attorney Noe had reviewed the contract.

City Attorney Noe responded in the affirmative.

**Council Member Williams moved, and Council Member Smeback seconded, to Approve the Resolution Authorizing the Mayor Pro Tem to Sign a Contract with Ellensburg Telephone Company d/b/a Fairpoint Communications for Centrex Telephone Services. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

4. Resolution Authorizing the Mayor Pro Tem to Sign a Contract with Gift Bricks® and Tiles for the Year 2015

Recreation Manger Brown addressed M – 4. He said that this is one of the ways they will utilize to raise the matching funds needed for the grant to develop Volunteer Park.

Council Member Tierney wondered if they would be able to return funds to those who purchase bricks if the necessary amount of match money isn't raised by May 1<sup>st</sup>.

Recreation Manager Brown responded that the items are ordered online, and that the funds will be held in a Paypal account while the fundraising is underway; if they don't raise enough then the money will be returned via Paypal.

Mayor Pro Tem Finch requested that he explain the efforts to raise funds.

Recreation Manager Brown stated that the City will be contributing volunteer hours up to the allowed amount, and that any materials or equipment donated also counts towards the match amount. He added that he will also be doing presentations to community groups and businesses throughout the valley.

Council Member Smeback asked if the grant amount would be reduced to match a lesser amount of matching funds, or if it's an all or nothing deal.

Recreation Manager Brown replied that he doesn't believe the City would receive a portion if they are unable to raise enough funds to complete the project.

Council Member Williams inquired if he'd started fundraising yet.

Recreation Manager Brown responded that he has fifteen thousand dollars to date, and people willing to purchase bricks as soon as they get the website running.

Council Member Williams asked if he'd looked into local sources for the bricks.

Recreation Manager Brown replied the affirmative, adding that these are less expensive and guaranteed for life.

Council Member Williams wondered if he'd talked with other communities that have used them.

Recreation Manager Brown responded that he reviewed the company's history of complaints and support on the Better Business Bureau website.

Assistant to the City Administrator Potter said that he has been working with Recreation Manager Brown on this portion of the fundraising; the company gave them several contact websites that have been used, but they didn't contact groups personally.

Council Member Sample asked about the weight of the bricks.

Recreation Manager Brown replied that it is a four to five pound brick.

Council Member Sample inquired about the free shipping if one hundred bricks are purchased.

Recreation Manager Brown responded that anything over one hundred bricks is shipped for free.

Council Member Tierney wondered if they had talked with other groups in the Yakima County that have used bricks as a fundraising item.

Recreation Manager Brown replied that he has not.

Interim City Administrator Henne remarked that they sold bricks for the Selah Little league at McGonagle Park; they can follow up on that to get an idea of how it works.

**Council Member Tierney moved, and Council Member Sample seconded, to Approve the Resolution Authorizing the Mayor Pro Tem to Sign a Contract with Gift Bricks® and Tiles for the Year 2015. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

- \* 5. Resolution Authorizing the Mayor Pro Tem to Sign a Municipality Tourism Promotion Management Contract with Yakima Valley Visitors and Convention Bureau for the Year 2015
- \* 6. Resolution Authorizing the Mayor Pro Tem to Sign an Advertisement Contract with Yakima Valley Visitors and Convention Bureau for the Year 2015
- \* 7. Resolution Regarding Changes to the By-Laws and Interlocal Agreement to the Cities Insurance Association of Washington (CIAW)
- \* 8. Resolution to Approve a Supplemental Agreement with Huibregtse, Louman Associates, Inc., No. 2 for the East Goodlander Road Improvements

N. Ordinances

1. Ordinance Providing for an 8.5% Increase in Utility Tax Rates on City Services for the Support of Police and Fire Department Operations

Clerk/Treasurer Novobielski addressed N – 1. He said that, as part of the 2015 Budget, they need to provide a funding source for the planned level of expenditures. He remarked that an increase of eight point five percent to the utility tax will provide approximately three hundred fifty-six thousand in revenues, of which one hundred forty thousand will go the police department, and the remainder to the fire department. He noted that Fire District #2 has agreed to contribute and additional one hundred sixty-five thousand to the joint fire department budget.

Fire Chief Hanna remarked that Fire District #2 will be paying their portion of the budget as well as contributing one hundred twenty-seven thousand six hundred for the equipment reserve fund.

Council Member Tierney asked about the effect from delaying the vote.

Clerk/Treasurer Novobielski replied that it will affect the January billing, which is paid in February, and that the net gain will be approximately eight percent less than currently built into the 2015 budget.

Council Member Tierney asked if they needed to amend the budget reflect that difference.

Clerk/Treasurer Novobielski responded that it will not significantly hamper the City's ability to pay its expenditures; the difference will be approximately seven thousand dollars per effected fund.

Deputy Police Chief Steen offered to answer any questions Council had on the matter.

Mayor Pro Tem Finch shared that one way Council had discussed to raise funds was to put the matter to a vote; however, the earliest the matter could be voted on would be February of next year and the expense would be roughly twenty thousand dollars for a special election. She noted that the City is required to have a balanced budget by December 30<sup>th</sup>, and if they cannot come to a consensus today that a special session will need to be held the following week.

Council Member Overby expressed his concern that the matter could have been addressed earlier via a property tax increase, which he felt was a more appropriate way of generating the necessary revenue. He felt that increasing utility taxes again within a short period of time undermines the Council's ability to make a decision when they could have entertained other avenues to explore and have a more sustainable option.

Clerk/Treasurer Novobielski remarked that it would require an additional levy of sixty-three cents per thousand, and that in talking with the County Assessor he discovered that this would hamper the City's ability to do a one percent property tax increase due to the ceiling limit of three dollars and sixty cents minus what the library district imposes. He noted that the earliest revenues could be collected on property taxes would be 2016.

Council Member Overby said that he feels strongly that the credibility, faith, and trust of the citizens is Council's coin of the realm, and that they also represent many people who are against this increase.

Council Member Sample commented that he feels the need to do this. He raised an objection to seeing them short the Planning Department while raising taxes for the Fire and Police Departments.

Council Member Tierney remarked that, while he hates taxes and increases of any kind, he also spent twenty-seven years and a law enforcement officer, and he knows full well the ramifications and dangers of improperly contained evidence services. He expressed his support of the increase to benefit the two departments, adding that only two people had contacted him about opposing the matter.

Council Member Smeback pointed out that past Councils and administrations worked hard to be frugal, almost to a fault, and that the City's rates are some of lowest in the County. He commented that both the Fire and Police Departments have come to them with well thought out purchases and needs, and that he feels this is the best method to get the money needed.

Council Member Williams felt that this was a fair way to spread the benefits and costs out to every household within the City. She encouraged those who are on limited incomes to talk to the Utility Billings Clerk about low income status.

Clerk/Treasurer Novobielski noted that the financial impact for those who qualify for the low income seniors and disabled status will be ten percent less than 2014.

Council Member Schmid agreed with his fellow Council Members, reminding people that the increase to pay off the Marudo property debt will run out in eight years. He suggested that Council review the next year's budget with an eye on eliminating some of the City's debt rather than simply continuing to add to it.

Mayor Pro Tem Finch remarked that they made an extra loan payment to the Marudo loan in 2014.

Clerk/Treasurer Novobielski added that they transferred ninety-seven thousand dollars to reserve funds in January as well as paying an additional fifty thousand in extra principal on the Marudo debt.

Mayor Pro Tem Finch commented that the property that was purchased to increase parking at the Civic Center was done so using Transit funds.

Council Member Schmid asked about the purchase of Selah School District property.

Clerk/Treasurer Novobielski responded that the school property was bought with funds from the sale of the old Public Works property.

Mayor Pro Tem Finch stated that she was never in favor of sunseting the tax increase to pay off the Marudo debt, as she feels the City needs to take a at expenditures and come up with a ten to twenty year plan. She noted that this is a separate matter wherein they haven't kept up with the cost of doing business each year, and that this was the most proactive thing they could do to solve some of these issues.

**Council Member Smeback moved, and Council Member Tierney seconded, to Approve the Ordinance Providing for an 8.5% Increase in Utility Tax Rates on City Services for the Support of Police and Fire Department Operations. Roll was called: Council Member Overby – no; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – no; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. Motion passed with five yes votes and two no votes.**

2. Ordinance Adopting the Budget for the City of Selah, Washington for the Year ending December 31, 2015

Clerk/Treasurer Novobielski addressed N – 2. He reviewed the 2015 budget summary included in the packet, noting that the ending fund balance will be approximately six million, most of which is in various reserve funds.

**Council Member Tierney moved, and Council Member Williams seconded, to Approve the Ordinance Adopting the Budget for the City of Selah, Washington for the Year ending December 31, 2015. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

3. Ordinance Granting a Franchise to Ellensburg Telephone Company d/b/a Fairpoint Communications, its Successors or Assigns, to Own and Operate and Maintain a Cable System in the City of Selah, Washington, Setting Forth Conditions Accompanying the Grant of Franchise, and Providing for the Regulation and Use of Said System

Interim City Administrator Henne addressed N – 3. He said that this is a 15 year franchise proposal from Fairpoint to provide cable televisions services to residents in the Selah area and recommended approval of the franchise agreement.

Council Member Tierney asked if it would be overhead or underground.

Interim City Administrator Henne replied that most of the lines would be overhead.

Alex Galbraith, Fairpoint Communications, approached the podium and addressed the Council. He stated that the service will be over the existing utilities and system they currently have in place.

Interim City Administrator Henne noted that utility services are underground in new subdivisions.

Council Member Schmid wondered if the City's other franchise agreements are for fifteen years.

City Attorney Noe replied that the length is fairly standard, and is the same duration as the one for Charter.

Interim City Administrator Henne noted that the solid waste provider has a twenty-five year agreement.

Council Member Schmid stated that he would like to see all of them standardized.

Interim City Administrator Henne responded that it could be done, but they would still come up for renewal at different times.

Council Member Williams asked who else the City has communications franchises with.

Interim City Administrator Henne replied that they have ones with Charter and DirecTV, a fiber one with AT&T, and some for gas and telephone services.

Council Member Williams inquired if the five percent franchise is the same as Charter's.

City Attorney Noe responded in the affirmative, adding that the amount is pretty standard.

Council Member Schmid noted that the amount is the maximum set by the State.

Council Member Williams noted a typo on page four where the word 'sheets' was used instead of 'streets', and wondered if City Attorney Noe had drafted the franchise agreement.

City Attorney Noe replied that the agreement is a mirror image of the Charter one.

Council Member Williams wondered if this would affect internet service.

Jerry Jensen, Operations Manager for Fairpoint Communications, approached the podium and addressed the Council. He said that this should have no effect on the current internet service, and that they have invested a lot into the network between Ellensburg and Selah. He added that there will be a separate bandwidth between the data and televisions to provide additional bandwidth to a house.

Council Member Williams remarked that the internet service is fast when a person first signs on, but it tends to slow down the longer you're on.

Mr. Jensen responded that their service is dedicated from their equipment to a dsl modem in the house, and that it's a ten gigabyte fiber network.

Council Member Williams noted that they are required to provide a public access channel, and asked if they would be able to make Y-PAC be available to the citizens.

Mr. Jensen replied that it depends on Y-PAC.

Mike Brown, City of Yakima Community Relations, commented that he doesn't think it would be possible at this point in time.

**Council Member Smeback moved, and Council Member Schmid seconded, to Approve the Ordinance Granting a Franchise to Ellensburg Telephone Company d/b/a Fairpoint Communications, its Successors or Assigns, to Own and Operate and Maintain a Cable System in the City of Selah, Washington, Setting Forth Conditions Accompanying the Grant of Franchise, and Providing for the Regulation and Use of Said System. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

#### 4. Ordinance Amending the 2014 Budget for Miscellaneous Adjustments

Clerk/Treasurer Novobielski addressed N – 4. He said that these are the final modifications of the 2014 financial plan for various appropriations and expenditures within funds, and briefly reviewed the information provided in the packet.

**Council Member Tierney moved, and Council Member Schmid seconded, to Approve the Ordinance Amending the 2014 Budget for Miscellaneous Adjustments. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council**

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

O. Communications

1. Oral

Mayor Pro Tem Finch opened the meeting.

Wayne Worby approached the podium and addressed the Council. He said that he'd presented a proposal at the last Council Meeting to change some language in the Municipal Code and wondered if he could help in any way to facilitate a decision being made on the matter.

City Attorney Noe responded that the matter was sent back to the Planning Commission for further consideration, and suggested that he talk to the Planning Commission as they will make a recommendation to Council on the matter.

Community Planner Davison commented that the Planning Commission had a hearing on the matter and recommended to Council that they implement zoning changes to allow a case by case basis on new subdivisions. He noted that they will adopt their minutes at the next meeting and send the matter to Council after the first of the year.

Mr. Worby remarked that what he presented showed the conflict in the City's Code, which he suggested they remove entirely to eliminate the conflict, and asked where the matter would go so that he can help get it resolved.

City Attorney Noe observed that there was an issue on a particular project that the Hearing Examiner couldn't approve because of a conflict in the Code, and that Council didn't take action on the matter, opting instead to refer it back to the Planning Commission.

Council Member Smeback noted that the minutes they were provided with were a draft copy.

Community Planner Davison stated that the matter was remanded back to the Planning Commission on the same day that Council remanded the recommendation on the proposed East Goodlander rezone.

Council Member Tierney said that Mr. Worby is talking about the package he brought to Council with his suggestions on improving the Code, which he was directed to take to the Planning Commission.

Community Planner Davison stated that the information hasn't been provided to him.

City Attorney Noe remarked that he met with Mr. Worby last week on the matter, and that he explained that the Planning Commission would need to review the matter and make a recommendation to Council.

Mayor Pro Tem Finch asked if the item will at the next Council Meeting.

Community Planner Davison responded in the affirmative.

Wayne Petterson approached the podium and addressed the Council. He said that the City of Tieton has a mosaic on the side of their Post Office, and will have pieces of mosaic all over the City. He recommended that people go see it, as it is quite amazing.

Seeing no one rise to speak, Mayor Pro Tem Finch closed the meeting.

P. Reports/Announcements

1. Mayor Pro Tem

Mayor Pro Tem Finch gave a brief update on the process of hiring a new City Administrator, noting that applications must be in on the 12<sup>th</sup>, and that the Mayor intends to conduct initial interviews in January. She thanked the Department Heads and Clerk/Treasurer Novobielski for their hard work on the 2015 budget.

2. Council Members

Council Member Overby had no report.

Council Member Sample had no report.

Council Member Tierney had no report.

Council Member Smeback had no report.

Council Member Williams stated that the January YVCOG meeting would be held at the Selah Civic Center.

Council Member Schmid had no report.

3. Departmental

Interim City Administrator Henne stated that he agrees with several Council Members on the matter of a full-time planner. He stated that he hopes to bring a proposed contract for Durant planning services to them in January.

City Attorney Noe had no report.

Community Planner Davison said that the Planning Commission will be sending a proposed text amendment to the zoning Ordinance to Council at the first meeting of January. He remarked that the Hearing Examiner has heard the Somerset II proposed rezone and Planned Development, as well as Valhalla, and that the matter will be brought to Council in January. He wished everyone a merry Christmas.

Fire Chief Hanna said that Deputy Fire Chief Martin is retiring, and that his last day is Dec 31<sup>st</sup>. He remarked that the job posting was done yesterday; it will be advertised in the Yakima Herald-Republic, sent to local fire departments, and placed in the Daily Dispatch. He thanked Council for approving the increase in the budget, saying that he understands the struggle they make with that, and that he appreciates the thought that went into it. He added that he will do everything within his power to be frugal and spend the money wisely. He wished everyone a merry Christmas.

Deputy Police Chief Steen had no report. He expressed his sincere thanks to the Council, adding that their diligence is important to not only the departments but the community they represent.

Police Chief Hayes wished everyone a merry Christmas.

Council took a ten minute recess.

4. Boards **None**

Q. Executive Session

1. 15 Minute Session – Real Estate RCW 42.30.110(1)(b)

Council went into Executive Session at 6:07pm. At 6:22pm, Council went back on the record. Mayor Pro Tem Finch stated that no action was taken during the Executive Session.

Council Member Williams wanted to know how she can encourage a Study Session to discuss the Planning Department.

Mayor Pro Tem Finch asked about the procedure.

City Attorney Noe replied that they just ask for a Study Session if it's a consensus of the Council.

Council Member Smeback stated that, when they approved the 2015 budget, they agreed to try a part-time planner for a while. He suggested having a Study Session after the first quarter of next year.

Council Member Williams felt that some things have come up that changes the scenario a bit, as the contract isn't what they were expecting it to be.

Interim City Administrator Henne remarked that the contract is just for general planning services, adding that Community Planner Davison also checks permits for set-backs, answers questions when citizens stop in, and numerous little issues like that. He noted that other staff will absorb some of the duties. He said that he wasn't involved in any of the discussion about reducing the planner position from full-time to part-time, adding that it took years of talking to Council to hire a full-time planner. He added that the contract planner will be gone the first five weeks of the year, and that he asked Community Planner Davison to stay for an additional month.

Council Member Williams asked if this will affect his retirement.

Interim City Administrator Henne responded in the negative, saying that he's PERS 1. He went on to say that he can only work seventy-nine hours next month, and that the Public Works department staff will need to be brought up to speed to assist the public.

Council Member Schmid commented that there were a couple people who tried to put those issues on the table.

Council Member Smeback wondered if Mr. Durant would have set hours.

Interim City Administrator Henne replied in the affirmative, saying that they will need to figure out how to spread his time out in basic office hours.

Council Member Williams wondered who people would talk to regarding expansion, building new structures, and selling commercial property.

Interim City Administrator Henne responded that they would talk to him.

Mayor Pro Tem Finch spoke out in favor of taking the matter month by month to see how it goes. She suggested getting regular feedback from Interim City Administrator Henne and holding a Study Session during the first quarter of next year to discuss how to move forward.

Council Member Schmid asked about the City paying for matters to go to the Hearing Examiner.

Interim City Administrator Henne commented that someone had to provide staff reports to the Hearing Examiner; he's a judge of the facts. He feels that utilizing the Hearing Examiner is a better way to do this as the members of the Planning Commission vary with experience and expertise. He noted that, if Council decides to hire another full-time planner, it will take another two months to get someone on board.

**Council Member Tierney moved, and Council Member Williams seconded, to hold a Study Session to discuss the matter in January 2015. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Smeback – yes; Council Member Schmid – yes; Council Member Finch – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.**

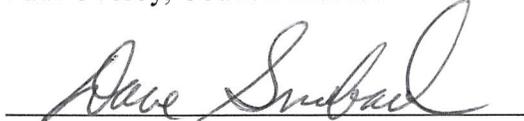
R. Adjournment

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

The meeting adjourned at 6:44pm.

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EXCUSED  
John Gawlik, Mayor

  
Paul Overby, Council Member

  
Dave Smeback, Council Member

  
Brooke Finch, Mayor Pro Tem

  
Jane Williams, Council Member

ATTEST:

  
Dale E. Novobielski, Clerk/Treasurer

  
John Tierney, Council Member

  
Allen Schmid, Council Member

  
Roy Sample, Council Member