

City of Selah
Council Minutes
January 26, 2016

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

A. Call to Order Mayor Raymond called the meeting to order at 6:30pm.

B. Roll Call

Members Present: Paul Overby; John Tierney; Laura Ritchie; Roger Bell; Russell Carlson;
Diane Underwood

Members Excused: Roy Sample

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna,
Fire Chief; Rick Hayes, Police Chief; Joe Henne, Public Works Director;
Dale Novobielski, Clerk/Treasurer; Charles Brown, Recreation Manager;
Bree Tait, Civic Center Manager; Andrew Potter, Human Resources
Manager; Monica Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Carlson led the Pledge of Allegiance. Pastor Brad Hill gave the prayer.

D. Agenda Changes

1. Add F – 1 under Getting To Know our Businesses
2. Add City Planner Salary under New Business, immediately following Executive Sessions

E. Public Appearances/Introductions/ Presentations **None**

F. Getting To Know Our Businesses

1. Brett Mower, Selah Vision Source

Brett Mower, Selah Vision Clinic, approached the podium and addressed the Council. He said that he is the only eye care provider in town, and with Dr. Dale Graf now retired, also the sole owner. He expressed his excitement about being in Selah, handing out cleaning cloths and business cards to the Council Members.

G. Communications

1. Oral

Mayor Raymond opened the meeting.

Norma Smith approached the podium and addressed the Council. She said that she was thrilled to see so many people here for the meeting, and that, on behalf of Selah School Board, she wanted to remind everyone to mail in their ballots. She remarked that next Monday is the start of the Police Academy, which she is looking forward to going and enjoying again, and encouraged those in attendance to join them from 6:30-8:30pm next Monday at the Police Station.

Police Chief Hayes added that it runs from February 1 through April 5.

Wayne Petterson approached the podium and addressed the Council. He presented certificates to Mayor Raymond, City Administrator Wayman, and Ms. Barb Petrea for their help with the Kiwanis bike and helmets day. He said that they gave away sixty bikes and thirty helmets and hope to increase that amount next year.

Council Member Carlson inquired about the goal to have them all be given to Selah kids.

Mr. Petterson replied that they all went to in-town kids via the school system, including seven bikes to a family who lost their father and grandfather three weeks before Christmas. He noted that the Selah Downtown Association (SDA) gave him the financial numbers he had been requesting.

Wayne Worby approached the podium and addressed the Council. He remarked that, over the past year, he felt the different times for meetings create issues for those wishing to attend, and wondered if it would be possible to standardize the start time for all City meetings. He felt that 6:30 was a nice time for those getting home from work.

Mayor Raymond responded that she had been discussing that matter earlier.

Jonathan Smith, New Vision, approached the podium and addressed the Council. He said that he is the new president of New Vision, and as such is going around the county to meet with City Councils. He explained that they are available to assist and develop economic development goals.

Cathy Cacchiott approached the podium and addressed the Council. She said that she though there would be a decision tonight on whether to lift the moratorium on cannabis.

Mayor Raymond replied in the negative, advising her to call Executive Assistant Lake to set up an appointment to discuss the matter.

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

2. Written

- a. Selah Downtown Association Monthly Report
- b. December 2015 Monthly Report for Building Permits and Inspections, Animal Control and Code Enforcement

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: January 12, 2016 Council Meeting
- * 2. Approval of Claims & Payroll:

Payroll Checks Nos. 79269 – 79343 for a total of \$205,945.01
 Claim Checks Nos. 67079 – 67143 for a total of \$289,969.68

Council Member Tierney moved, and Council Member Overby 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 a Camp Contract with UK International Soccer Inc.

Recreation Manager Brown addressed M – 1. He said that the contract, included in the Council packets, is for a company to hold a soccer camp for Selah youth this year. He stated that this company will supply shirts, balls, and run the camp, giving the City ten dollars per kid who signs up and may also do a coaches clinic if there is enough interest.

Council Member Overby moved to approve the Resolution Authorizing the Mayor to Sign a Camp Contract with UK International Soccer Inc. Motion died due to lack of a second.

Council Member Tierney wondered if a background investigation was done on the staff conducting these training sessions.

Recreation Manager Brown replied that he assumes they do, and that he will work out something to get background on that.

Council Member Ritchie noted that they are all from the United Kingdom.

Recreation Manager Brown responded that they are all from California.

Council Member Carlson asked if there was any interest from a local group in doing similar.

Recreation Manager Brown replied in the negative, adding that he found this company because the person who runs the camp is one of the vendors for shirt uniforms.

City Administrator Wayman asked if they screen other coaches.

Recreation Manager Brown responded that background checks are run on all coaches who deal with kids.

Council Member Ritchie observed that the contract says it will be run by coaches from Great Britain, and that she thinks it would be hard to do a background check.

Council Member Tierney stated that his concern is the liability to the community without knowing what kind of background these people working with the youth might have. He inquired as to references from any communities they have worked with in past.

Recreation Manager Brown replied that he has a list of references, but has not called them.

Council Member Tierney moved, and Council Member Ritchie seconded, to delay the Resolution Authorizing the Mayor to Sign a Camp Contract with UK International Soccer Inc. until more information has been provided to Council. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

2. Resolution to Approve the Articles of Association of the Yakima Valley Conference of Governments as Amended

City Administrator Wayman addressed M – 2. He said that this is the City’s yearly membership renewal for the Yakima Valley Conference of Governments.

Council Member Tierney asked who the new fiscal agent is.

City Administrator Wayman responded that he does not know the name of the individual.

Council Member Tierney moved, and Council Member Ritchie seconded, to Approve the Resolution to Approve the Articles of Association of the Yakima Valley Conference of Governments as Amended. Roll was called: Council Member Overby – yes; Council Member

Tierney – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

N. Ordinances

1. Ordinance Amending the 2016 Budget for Legal Department Public Defense and Prosecution Costs

Clerk/Treasurer Novobielski addressed N – 1. He said that he was asked to prepare a budget adjustment increasing the salary for both the public defender and prosecuting attorney by three hundred dollars per month for 2016.

City Administrator Wayman commented that there are approximately two hundred twenty-five cases per year, at an average of two hundred sixty-six dollars per case, not including probation cases and bench warrants to be heard. He compared that with the expenses for using District Court, which would cost the City roughly two hundred forty-six thousand per year, saving them roughly twenty thousand dollars, but it would also alter police coverage if officers were required to go to Yakima for their cases. He read aloud a statement from Police Chief Hayes regarding the effect of moving trials to District Court in Yakima on the Selah police force.

Council Member Ritchie stated that she has an issue with raising compensation for the prosecutor to make the same amount as the public defender, as she feels that prosecutor always has more cases than the public defender. She said that it is reasonable for the public defender because of the amount of effort done for cases, and that, while the contract Ms. Dornay signed says she gets a raise if the public defender gets one, the Council received no information regarding what other defense attorneys and prosecutors have been making. She felt that Selah was at the high end of the range, and thought the City should determine the dollar amounts.

City Administrator Wayman responded that they gave them a range.

Council Member Ritchie reiterated that she feels it is on the high side, and wanted to compare with other entities and talk about what is fair and reasonable.

City Administrator Wayman asked if she is saying they should renegotiate the prosecutor contract.

Council Member Ritchie remarked that she has nothing against Ms. Dornay, but feels that it is something to look into, as it would be very appealing to many people at that price.

City Administrator Wayman responded that they looked for the lowest responsible bid, as the City has a responsibility to provide the best defense and the best prosecutor possible for the money. He thought that the City's budget is supportive of these salaries, and that it is a matter of fairness between the defender and prosecutor.

Council Member Ritchie asked if he was also talking about infractions.

City Administrator Wayman replied that he included infractions and private counsel as well.

Council Member Ritchie opined that a minimal amount of cases hire private counsel.

Council Member Tierney commented that they are in a position to either give a raise to the public defender or lose that person.

City Administrator Wayman stated that he is not going to speak for Brumback, but it would make it more difficult to negotiate with them; it mostly covers travel to and from Wapato.

Council Member Tierney wondered how long the contract was valid for.

City Administrator Wayman responded that it is an open-ended contract.

Council Member Underwood brought up the issue of traveling down to the Wapato jail, saying that she checked with the County and they only charge fifty-six dollars and thirty cents per night, not the seventy-nine dollars they did in the past.

City Administrator Wayman replied that the average is two inmates per month.

Council Member Ritchie noticed, when signing the check registers at the last meeting that part of Ms. Dornay's contract is additional compensation for jury trials, and wondered if that was a flat fee.

City Administrator Wayman responded in the negative.

Council Member Carlson said that, while he understands twenty thousand dollars is a lot of money, he would prefer to have the court remain in Selah and not overwhelm them with court in another city. He felt that doing so would create a scenario that would inconvenience many people, not just the officers.

Mayor Raymond commented that what they have is working.

City Administrator Wayman noted that they have a community service program for High School students who are first time traffic offenders, which is not available in Yakima.

Council Member Overby moved, and Council Member Tierney seconded, to approve the Ordinance Amending the 2016 Budget for Legal Department Public Defense and Prosecution Costs. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – no; Council Member Carlson – yes. Motion passed with four yes votes and two no votes.

2. Ordinance Amending the 2016 Budget for an Executive Department Contribution to the Selah Downtown Association

Clerk/Treasurer Novobielski addressed N – 2. He said that he was asked to prepare a budget adjustment to reinstate the fifteen thousand dollar contribution into the 2016 budget for the SDA, noting that they learned at the last council meeting that the compensation was consumed quickly and they will not get a 2017 tax credit.

Council Member Ritchie stated that the Council was intentional about not putting this as part of the budget for 2016, expressing her surprise that it was on the agenda.

Clerk/Treasurer Novobielski responded that he was requested by Mayor Raymond to prepare this.

Mayor Raymond asked Tammy Allan to come up to the podium.

Tammy Allan, Selah Downtown Association, approached the podium and addressed the Council. She said that she hopes to explain the need.

Council Member Ritchie reiterated that the Council intentionally did not include this in the 2016 budget, and wanted to know what had changed.

Ms. Allan responded that the added urgency is due to a requirement of the Main Street program that they hire a full-time executive director if the community is larger than five thousand in population; they are in non-compliance at this point, and have ninety days to get the funds together or they are out of the program. She noted that she was in Olympia last week and had a chance to talk with Senator Honeyford about the B & O dollars benefitting local communities.

Council Member Ritchie saw it as the SDA taking all the funds they receive and putting towards hiring an executive director, leaving them without funds to do anything further.

Ms. Allan replied that it would only be about one-third of the budget they intend to bring in, adding that this is why it is so important to secure their share of the B&O tax credits. She added that there is a bill before the legislature now, to increase the amount to three million dollars.

Council Member Tierney wondered what they anticipate paying an executive director.

Ms. Allan responded that they are looking at twenty thousand dollars for the salary.

City Administrator Wayman stated that the individual will not be an island unto themselves, but will work closely with the new planner as well. He commented that the new individual may also be instrumental in finding other revenue sources, and help find ways to get things done that are in the master plan.

Council Member Carlson asked when ninety days starts.

Ms. Allan replied that it started in January, and that they had received a warning letter at the end of last year regarding the non-compliance.

Council Member Carlson inquired about the workload.

Ms. Allan responded that the person would be working a typical forty-hour week, and would be responsible for fundraising and doing some events.

Council Member Carlson inquired if they were allowed to ask who it is.

Ms. Allan replied that they are still accepting applications.

Council Member Ritchie remarked that some of the discussion last year revolved around the Council having more control over where the City's money was spent.

City Administrator Wayman commented that they should not be buying signs; that should be the City. He said that they should be the ones working on giving us a master plan and helping us to get support.

Council Member Ritchie stated that her preference is that they not designate money but have it set aside for spending on a project this year.

Ms. Allen remarked that they need the Mayor's approval for any expenditure over twenty-five hundred dollars.

Council Member Bell asked if they could hire someone with the funds they have.

Ms. Allan responded that they could, barely, reiterating that the person they hire will also be in charge of bringing money in. She noted that word of mouth does not go far without something to show for it.

Council Member Overby did not see any reason why Council should pull the rug out from under them.

Council Member Overby moved, and Council Member Carlson seconded, to approve the Ordinance Amending the 2016 Budget for an Executive Department Contribution to the Selah Downtown Association. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. Motion passed with five yes votes and one no vote.

O. Reports/Announcements

1. Mayor

Mayor Raymond had no report.

2. Council Members

Council Member Ritchie had no report.

Council Member Overby had no report.

Council Member Tierney said that he met this week with the Lodging Tax Advisory Committee (LTAC), at which meeting they authorized five thousand dollars for the 4th of July celebration and three thousand to Yakima Valley Tourism for continued participation in the Sports Commission. He noted that they decided not to participate in the kiosks this year, but they will be getting new brochures made.

Council Member Bell had no report.

Council Member Underwood wondered why inmates that could be housed at County would be sent to Wapato, and if the Wapato police bring them to court.

Police Chief Hayes responded that the County jail has a varying scale for housing prisoners, with a higher rate when there are fewer housed.

Council Member Underwood replied in the negative, saying that she was told the cost was sixty-six dollars and eighty-eight cents for Selah and other cities.

Council Member Carlson asked if anyone had ever been to the Quincy fireworks show. They have a couple people who are certified pyrotechnics and make their own fireworks, and they do a little presentation about the fireworks. He talked about the possibility of a daily train service coming from Seattle through to Yakima, which would be State funded, and needs the support of local communities.

3. Department

Public Works Director Henne said that architectural requests for qualifications have gone out for both the city hall/police station and civic center. He commented that they would be making an offer for the stormwater and code enforcement position tomorrow. He went on to say that they will send out contracts for the one point two million DWSRF loan for Palm Park next week, and hope to receive them back by June, they are on the short list for stormwater improvements funding that will effect Taylor Ditch, and that he will have the proposals for the South 3rd Street/Valleyview Avenue/Southern Avenue water system upgrade at the next Council meeting. He noted that the Planning Commission approved Volunteer Park, and they will adopt Findings & Fact on the matter next week.

Clerk/Treasurer Novobielski set up a meeting with the Finance Committee for the next Tuesday at four pm, to go over a summary of the 2015 budget highlights.

Civic Center Manager Tait said that they have a couple crabfeeds this weekend, as the start of the fundraising season. She requested that they take a moment to acknowledge the passing of Cassie Deatherage and Helen Rapp.

Recreation Manager Brown asked the Council for permission to sign a contract with HGAC program to purchase playground equipment, which is their preferred program for purchasing. He noted that this is similar to the program used to purchase City vehicles.

Council Member Ritchie commented that he needs to have it on the agenda.

Clerk/Treasurer Novobielski said that this came up prior to the setting of the agenda, and he thought a motion could be made to authorize the Mayor to sign an Interlocal purchasing contract.

City Attorney Noe remarked that it is up to the Council if they wish to make a motion on the matter.

Council Member Ritchie felt that they needed more information and the contract to review.

Clerk/Treasurer Novobielski commented that this vendor was identified as the vendor of choice for purchasing the equipment, and that the bid laws of Washington State allow the City to participate with other governmental agencies for purchasing.

Council Member Tierney moved, and Council Member Overby seconded, to approve the City's participation in the purchasing agreement. By voice vote, approval was unanimous.

Recreation Manager Brown noted that they are looking into offering a wrestling program, and he is trying to get some things squared away for that.

Council Member Tierney wondered if he had looked into utilizing the Job Corps for Volunteer Park.

Recreation Manager Brown responded that he emailed them but has not heard back.

Human Resources Manager Potter had no report.

Fire Chief Hanna had no report.

Police Chief Hayes had no report.

Council Member Ritchie what classes are offered for the Police Academy.

Police Chief Hayes gave a list of the classes, adding that it is fun because fifty percent of the class are returnees.

City Attorney Noe had no report.

City Administrator Wayman gave a quick update regarding the negotiations with the SPRSA on an agreement regarding the new pool, saying that our insurance provider has indicated that a larger pool will not affect the City's overall insurance rating unless there are many claims with the pool. He added that this will be reviewed annually, and if needed will discuss the SPRSA providing their own insurance for the pool.

4. Boards

- a. Planning Commission Minutes for December 15, 2015
- b. Parks Board Minutes for November 16, 2015

Council took a five-minute recess.

P. Executive Session

- 1. 30 Minute Session – Real Estate RCW 42.30.110(1)(b)

2. 30 Minute Session - Employment RCW 42.30.110(1)(g)

Council went into Executive Session at 7:45m. At 8:45pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

Council Member Ritchie moved, and Council Member Overby seconded, to approve increasing the annual salary for the City Planner to \$75,000.00. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Ritchie – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

Q. Adjournment

Council Member Ritchie moved, and Council Member Carlson seconded, that the meeting be adjourned. Motion passed with five yes votes and one no vote.

The meeting adjourned at 8:47 pm.



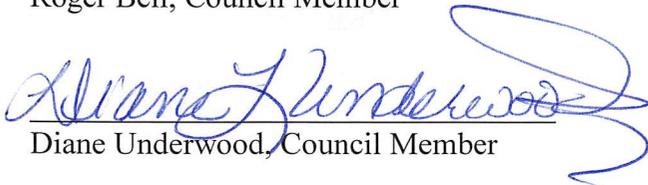
Paul Overby, Council Member

EXCUSED

Roy Sample, Council Member



Roger Bell, Council Member

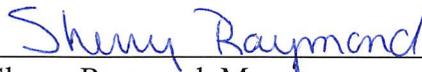


Diane Underwood, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer



Sherry Raymond, Mayor



John Tierney, Council Member



Laura Ritchie, Council Member



Russell Carlson, Council Member