

Study Session Minutes
Selah City Council
January 27, 2015
6:00pm

Mayor Pro Tem Finch opened the Study Session.

Interim City Administrator Henne talked about the needs of the City regarding a planner, and whether they should have one full-time or part-time. He briefly listed the upcoming projects he was aware of, including an update of the City's Growth Management Act. He noted that it may take some time to find a qualified individual if Council opts in favor of a full-time planner, and talked about the job description for the position.

Discussion followed. Council requested that Interim City Administrator Henne research salary ranges, where the funding would come from, the time frame, and the amount of requests for planning services, and report back to them at a later date with the information.

The Study Session ended at 6:23pm.

City of Selah
Council Minutes
January 27, 2015

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 6:30pm.
- 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; Gary Hanna, Fire Chief; Rick Hayes, 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 Williams led the Pledge of Allegiance. Pastor Darin Brown 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.

Jack McEntire approached the podium and addressed the Council. He said that the City had purchased three eagle sculptures from him a few years ago, and that he would like to propose that the two eagles at the Public Works Maintenance Facility be relocated to the entrance with columns inscribed with 'Welcome to Selah'. He added that the cost for the signage would be approximately eight thousand dollars, and that it would use the existing art already belonging to the City.

Council Member Smeback asked if he was located in the Selah area.

Mr. McEntire responded in the affirmative, and invited the Council Members to come out and take a look at some of the other sculptures he has, such as a twelve foot tall jumping salmon and several more eagles. He commented that there's no one else locally making realistic art out of basalt columns.

Mayor Pro Tem Finch said that she appreciated him attending the meeting and sharing his art with Council. She stated that there will be a Study Session in February to discuss the sign issue and invited him to attend and make a presentation. She suggested that he put together a packet of his ideas, and that he contact Executive Assistant Lake to be included in the Study Session.

Council Member Tierney inquired if he had gone to the Selah Downtown Association (SDA) with his proposal.

Mr. McEntire replied in the negative.

Council Member Tierney suggested that he present his sign proposal to them, as they are the first point of contact who then come to Council with proposals.

Council Member Williams remarked that they are lucky to have such amazing local talent in Selah.

Wayne Petterson approached the podium and addressed the Council. He apologized for any misconceptions regarding his sign proposal, saying that he was honest in his attempt show the Council what he'd created and had come to them to discover how to make the proposal go forward. He went on to say that only one Council Member had been out to see his project, and that, due to the animosity directed towards him, he had dropped his plans to move forward with the project. He noted that he hadn't solicited any funds aside from five thousand dollars to cover a small amount of the expenses he'd incurred for the project. He stated that the Department of Transportation will only deal with the City, not the SDA, regarding a lease. He read aloud a statement from Mayor Gawlik about the proposed sign that had been published in the Selah Chamber of Commerce newsletter, saying that he has turned the project over to a group of supporters and that it's completely out of his hands now.

Council Member Tierney inquired if the SDA had accepted his work as a possible choice.

Mr. Petterson responded in the affirmative.

Council Member Tierney remarked that Council is still waiting for them to bring them choices to make a selection from.

Mr. Petterson commented that, if the City opted to go with his sign proposal, they would be responsible for the annual six hundred dollar lease payment to the Department of Transportation. He stated that the list of supporters was only given out to the Council, and that someone serving on the Council had to have contacts those businesses on the list.

Council Member Sample expressed his hope that Mr. Petterson wouldn't withdraw his proposal.

Mr. Petterson replied that he's presold the piece to a winery in Walla Walla prior to deciding to give it to the City for five thousand dollars, and that it will go to Walla Walla in April if Council hasn't made a decision prior to that time.

Mayor Pro Tem Finch said that he needed to understand that city government moves slowly, adding that it would be a shame for him to back away when he's come this far with his proposal. She noted that the Council will address the matter of a sign at a future Study Session.

Mr. Petterson felt that the Council couldn't understand the situation without attending an SDA meeting and witnessing their attitude.

Mayor Pro Tem Finch responded that there is a Council Member assigned to sit in on those meetings. She added that Council will be addressing the sign matter at a Study Session and invited him to attend and present his proposal.

Council Member Tierney hoped that he wouldn't withdraw his proposal.

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

2. Written **None**

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 13, 2015 Study Session and Council Meeting

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 78209 – 78292 for a total of \$188,813.17

Claim Checks Nos. 65150 – 65170 for a total of \$ 266.17

Claim Checks Nos. 65171 – 65240 for a total of \$132,875.99

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

1. Public Hearing to consider the Selah Transit Development Plan, including the annual report for 2013 and six-year Plan 2014-2019

Assistant to the City Administrator Potter addressed J – 1. He spoke briefly about the background of the plan, noting that RCW 35.58.27.95 states that each individual municipality, along with the regional transit authority, should have a plan that includes a written report and a six year plan for future plans and development. He noted that Yakima Transit has written one up for Selah in the past, But the Department of Transportation has indicated that Selah needs to approve their own plan going forward. He added that we are five months late in approving the plan for 2014, and that the 2015 plan will be developed in a few months' time.

Council Member Tierney expresses concern over some of the language in the document.

Assistant to the City Administrator Potter responded that some of the language is retrospective to 2013 and the first part of 2014.

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

K. New Business **None**

L. Old Business **None**

M. Resolutions

1. Resolution adopting the Selah Transit Development Plan, including the annual report for 2013 and six-year Plan 2014-2019

Assistant to the City Administrator Potter addressed M – 1. He recommended approval of the Resolution and development plan.

Council Member Schmid commented that it states no significant capital improvements were planned for the 2014-2019 period, and wondered where the new parking at the Civic Center fit into that.

Assistant to the City Administrator Potter responded that the properties hadn't been secured when this document was drafted. He added that a new plan will be developed this year that will reflect those expenditures.

Council Member Williams asked about the amount listed under capital expenditures.

Council Member Schmid remarked that it refers to the Civic Center.

Interim City Administrator Henne observed that it refers to the discussion about moving ahead with the development of park n ride, adding that the updated document will reflect the property acquisition.

Council Member Overby inquired if the document was updated periodically.

Interim City Administrator Henne replied that it is done annually.

Council Member Overby expressed his concern over the projected expenditures for 2019.

Assistant to the City Administrator Potter responded that those projections were done with the assumption that nothing changed regarding routes or revenues.

Council Member Overby noted that services could be downgraded if necessary.

Council Member Williams wondered who the point of contact was for Selah.

Interim City Administrator Henne replied that it is currently Public Works Utility Supervisor Jones.

Council Member Williams asked if it has been the City Administrator in the past.

Interim City Administrator Henne responded in the affirmative.

Council Member Williams felt that the City's current lack of a City Administrator is an issue, and appreciated that the matter will be looked at again in the near future.

Council Member Tierney moved, and Council Member Overby seconded, to Approve the Resolution adopting the Selah Transit Development Plan, including the annual report for 2013 and six-year Plan 2014-2019. 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 authorizing the Mayor Pro Tem to sign a Professional Services Agreement with Durant Development Services, Inc. for professional planning services

Interim City Administrator Henne addressed M – 2. He said that the changes Council had requested at the last meeting have been made, adding that Mr. Durant is in the audience if they wished to ask him any questions.

Council Member Overby asked Mr. Durant how he charged for a ten minute phone call.

Tom Durant approached the podium and addressed the Council. He replied that he has been charging in fifteen minute increments, and that he may not charge for one five minute phone call but would bill for three five minute calls.

Council Member Williams wondered who came up with forty-two hours a month.

Mr. Durant responded that the number was derived from discussions with former City Administrator Kelly when he proposed the part time situation. He went on to say that they thought that was a reasonable amount of hours for a monthly minimum; he can bill on an hourly basis if additional time is needed.

Council Member Williams noted that, if he attended both Council Meetings and one Planning Commission meeting each month, that would only leave maybe thirty-six hours per month for in office work.

Mr. Durant replied that his understanding is that he will have office hours at Public Works for forty-two hours a month, and any meetings he would attend would be in addition to those hours.

Council Member Tierney moved, and Council Member Sample seconded, to Approve the Resolution authorizing the Mayor Pro Tem to sign a Professional Services Agreement with Durant Development Services, Inc. for professional planning services. Roll was called: Council Member Overby – yes; 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 six yes votes and one no vote.

N. Ordinances None

O. Communications

1. Oral

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

P. Reports/Announcements

1. Mayor Pro Tem

Mayor Pro Tem Finch noted that Mayor Gawlik will be at the next Council Meeting. She said that the first round of interviews for the City Administrator position are scheduled for February 11th and 12th. She commended Community Planner Davison for his years of service and dedication and wished him a relaxing retirement.

2. Council Members

Council Member Overby thanked Community Planner Davison for his service, and wished him well in retirement.

Council Member Sample extended his thanks to Community Planner Davison for his years of service.

Council Member Tierney thanked Community Planner Davison for twenty-two years of service, and for being available to answer crazy questions at times.

Council Member Smeback told Community Planner Davison that he always gave the City a good look for the public way you treated people.

Council Member Williams had no report.

Council Member Schmid stated that he was glad to have known Community Planner Davison, who he knew prior to his employment with the City. He said that the amount of time he put into his job is very commendable.

3. Departmental

Police Chief Hayes had no report.

Fire Chief Hanna gave a brief update on the Deputy Chief position, noting that he made a provisional offer to Jim Lang, currently employed by the West Valley Fire District, pending a background check and physical. He said that the chassis for the two replacement vehicles have been ordered; they should be in service around July.

Recreation Manager Brown said that he looked into parking requirements for community parks and found that there are no regulations for acreage to parking spaces. He added that it will be up to the City to decide how many are good for that area. He remarked that pool surveys were sent out at the beginning of the month, along with announcements on both the website and Facebook, and that they have received two hundred fifty responses so far, with an even split between an indoor pool versus an outdoor one.

Clerk/Treasurer Novobielski said that the 2014 financials are available on the website and briefly outlined the highlights from the information. He commented that he would like to meet with the Finance Committee next week for approximately one hour, and suggested 2pm on Wednesday.

Community Planner Davison said that he's passing the reins to Tom Durant; after twenty-two years he feels it's time to retire. He expressed his appreciation for Councils both past and present, and stated that working for Selah has been one of the better experiences he's had in almost forty years of his planning career.

Interim City Administrator Henne passed around a couple photos of an Army vehicle available for surplus and display, saying that he went out to the Training Center with Assistant to the City Administrator Potter and a member of the Selah Downtown Association to look at vehicles, one of which might be placed at Legion Park. He said that he will miss Community Planner Davison and invited everyone to a retirement party for him on Friday at three pm down at the Public Works Facility.

Council took a ten minute recess.

Council went back on the record to note that a medical emergency had delayed the start of the Executive Session.

4. Boards **None**

Q. Executive Session

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

Council went into Executive Session at 7:49pm. At 8:04pm, Council went back on the record.

Mayor Pro Tem Finch stated that no action was taken during the Executive Session.

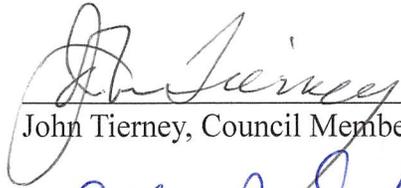
R. Adjournment

Council Member Williams moved, and Council Member Smeback seconded, that the meeting be adjourned. Motion passed with four yes votes and three no votes.

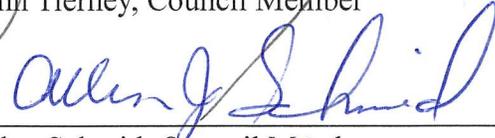
The meeting adjourned at 8:05pm.

EXCUSED

John Gawlik, Mayor



John Tierney, Council Member

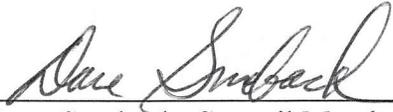


Allen Schmid, Council Member

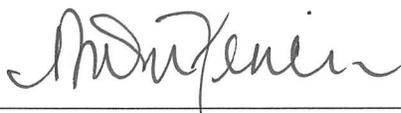


Roy Sample, Council Member

Paul Overby, Council Member



Dave Smeback, Council Member

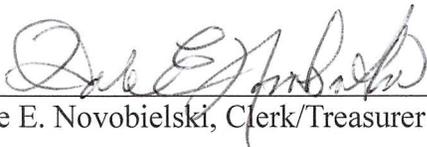


Brooke Finch, Mayor Pro Tem



Jane Williams, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer