

Study Session Minutes
Selah City Council
March 11, 2014
3:30pm

Mayor Gawlik opened the Study Session. He welcomed Selah School District Superintendent Shane Backlund and invited him to speak.

Superintendent Backlund gave a brief update on the high school construction, which is approximately ninety-five percent complete at this point, as well as various other school district projects. He noted that there has been an increase in enrollment this year. He said that the removal of the middle school structures will start tomorrow, adding that the project suffered a delay in December due a combination of cold temperatures and no moisture but the construction crew has already made up the lost time. He stated that they are scheduled to be into the new middle school next December. He commented that they are looking at going to the Viking mascot for all schools, not just the high school. He went on to say that they are putting in two portable at John Campbell Elementary, and hiring some new teachers as well, as part of the effort to have smaller class sizes for kindergarten and first grade. He remarked that the will also be doing some upgrades to the lunch and kitchen facilities for the high school, and talked briefly about the acquisition of iPads for all staff and the integration of them into classrooms next fall. A brief discussion followed.

Mayor Gawlik thanked Superintendent Backlund for his time. The Study Session ended at 3:57pm.

City of Selah
Council Minutes
March 11, 2014

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: John Tierney; Dave Smeback; Allen Schmid; Brooke Finch; Roy Sample; Jane Williams

Members Excused: Paul Overby

Staff Present: David Kelly, City Administrator; Bob Noe, City Attorney; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Gary Hanna, Fire Chief; Joe Henne, Public Works Director; Dennis Davison, Community Planner; Charlie Brown, Recreation Manager; Monica Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Finch led the Pledge of Allegiance. Pastor Kendra Behn-Smith led the opening prayer.

D. Agenda Changes **None**

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

1. Fire Chief Hanna – Introduce new Firefighter

Fire Chief Hanna introduced Firefighter Josh Bertheas, the newest member of the Selah Fire Department. He noted that Firefighter Bertheas was a volunteer prior to being hired on as the newest staff member.

2. Police Chief Hayes – Introduction to “Chief for a Day” program with a video and meet Selah Police Department’s “2014 Chief for a Day” Kylee Ramsey

Police Chief Hayes introduced Kylee Ramsey, the Selah Police Department’s 2014 Chief for a Day (CFAD), to Council. He played a video presentation of the 2012 CFAD event, followed by a brief listing of some things that will be at this year’s event. He said that her uniform has not come in as of yet, but he hopes to bring her back to Council for a Swearing-In ceremony once the badge is here. He noted that this is all done by donations.

Council Member Tierney asked if the City will transport the family to the event.

Police Chief Hayes responded that they would provide transportation or gas cards if the family doesn't have reliable transportation. He noted that Ms. Ramsey will be transported in a Selah Police Department vehicle in the motorcade ride to the academy. He had hoped that one of the officers would still be at the academy and could be assigned to Ms. Ramsey, but both will be graduating prior to that.

Council Member Tierney wondered if they could send the newbie back for that purpose.

Police Chief Hayes commented that Officer Martin will be going to act as driver from the event to the destination. He stated that he has been to most of the service clubs in Selah requesting donations, as well as one local bank. He thanked Ms. Ramsey and her mother for coming to the meeting.

Mayor Gawlik expressed his thanks to Police Chief Hayes for bringing the program to their attention.

Police Chief Hayes remarked that some of the little chiefs never make it to August due to a life threatening illness.

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

G. Communications

1. Oral

Mayor Gawlik opened the meeting.

John Cooper, Yakima Valley Tourism, approached the podium and addressed the Council. He noted that they have recently changed their name from Yakima Valley Visitors & Convention Bureau to Yakima Valley Tourism. He presented Council with the annual report and gave a brief summary of the information pertinent to Selah, including tournaments and media coverage. He handed out the new Visitors Guide, noting that the cover this year features the Yakima River Canyon as the cover photograph.

Council Member Tierney wondered about the website insert on Selah that was not continued into 2014.

Mr. Cooper responded that the page in question was part of an additional marketing package that Council opted not to purchase for 2014. He thanked Council for their support.

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

2. Written

a. Yakima Transit Service Ridership Report for January & February 2014

Council Member Schmid expressed concern regarding the possible removal of the Ellensburg route that has been mentioned in the media recently.

City Administrator Kelly responded that the City of Yakima is looking at ways to save money; they currently spend approximately \$65,000 per year on the Ellensburg commuter and will also need to spend \$500,000 to replace the aging buses currently used for the Ellensburg route. He said that he had lunch out at the Yakima Training Center today and had an opportunity to talk with Yakima City Manager Tony O'Rourke about the matter. He was told that the Yakima City Council will be meeting tonight to discuss defunding the route in July,

and that he has requested that they talk with Yakima County, Kittitas County, and the Cities of Ellensburg, Union Gap and Selah regarding the continued funding of the route.

Council Member Schmid asked what the ridership has been.

City Administrator Kelly replied that it has been good; full to the point of standing room only in the morning and evening, and half full during the day. He noted that the route is used but they need to find a fiscal way to afford the continuation of service.

Council Member Tierney asked about the discontinuation of the Sunday service routes.

City Administrator Kelly responded that it is on the same agenda; the Sunday service was funded by a grant and they are trying to get away from funding general operating costs with grants.

Council Member Schmid inquired about the Sunday ridership.

City Administrator Kelly responded that it is a little less than during the week. He said that it is an affordability issue; they would need to either raise the rates or discontinue the service.

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 24, 2014 Study Session & Council Meeting
- * 2. Approval of Claims & Payroll:

Payroll Checks Nos. 77218 – 77248 for a total of \$220,781.17
Claim Checks Nos. 63466 – 63530 for a total of \$140,193.30

Council Member Tierney moved, and Council Member Schmid 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 Declaring Fire Department Property as Surplus and Authorizing Its Disposal

Fire Chief Hanna addressed M – 1. He said that one of the command vehicle Expeditions was slated for replacement this year, but due to some departmental restructuring he would prefer to use the funds elsewhere

and not replace the vehicle as originally intended. He requested permission surplus both the vehicle and the slide-out organizer for it.

Council Member Schmid wondered how many miles were on it.

Fire Chief Hanna responded that there are approximately 65,000 miles on it, adding that there is no meter on that one to factor in idle time.

Council Member Schmid asked about vehicle maintenance.

Fire Chief Hanna replied that it is serviced every 3-5,000 miles.

Council Member Finch moved, and Council Member Smeback seconded, to approve the Resolution Declaring Fire Department Property as Surplus and Authorizing Its Disposal. Roll was called: 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.

N. Ordinances

1. Ordinance Vacating a Portion of Shannon Road Public Right-of-way

Community Planner Davison addressed N – 1. He said that a public hearing regarding the vacation of a portion of the Shannon Road right of way was held at the last meeting, and that this Ordinance, if adopted, will vacate the right of way. He asked that Council approve the Ordinance.

Council Member Schmid wondered which budget the money would go into.

Public Works Director Henne responded that it would go into the street fund.

Council Member Schmid asked which fund specifically.

Clerk/Treasurer Novobielski remarked that it would be Fund 110.

Council Member Tierney inquired about the three conditions specified in the Ordinance.

Community Planner Davison listed the conditions, noting that the builder has already paid the purchase price. He noted that the vacated right of way will be merged with the adjacent properties once the Quit Claim Deed has been recorded with the County Auditor.

Council Member Schmid moved, and Council Member Smeback seconded, to approve the Ordinance Vacating a Portion of Shannon Road Public Right-of-way. Roll was called: 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. Ordinance Amending the 2014 Budget for Audio System Improvements to the City Council Chambers

Clerk/Treasurer Novobielski addressed N – 2. He said that this budget adjustment is for the additional three microphones and a four channel mixer for the sound system, which were not built into the existing budget. He requested that Council modify the budget accordingly.

Council Member Schmid asked those in the audience if they could hear the Council Members when they spoke.

Various audience members replied in the affirmative.

Council Member Finch moved, and Council Member Tierney seconded, to approve the Ordinance Amending the 2014 Budget for Audio System Improvements to the City Council Chambers. Roll was called: 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 amending the 2014 Budget for Changes in the Public Works' Administrative Support Employment Positions

Clerk/Treasurer Novobielski addressed N – 3. He said that Council approved the request made by Public Works Director Henne to provide for two positions in the Public Works Department to replace the retiring Public Works Administrative Assistant. He remarked that the nine month cost will be approximately \$41,000 to various funds as described in the Agenda Item Summary, and that approval of this Ordinance will allow the City to end the year within budget.

Council Member Smeback moved, and Council Member Finch seconded, to approve the Ordinance amending the 2014 Budget for Changes in the Public Works' Administrative Support Employment Positions. Roll was called: 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 Gawlik opened the meeting. Seeing no one rise to speak, he then closed the meeting.

P. Reports/Announcements

1. Mayor

Mayor Gawlik said that Fire Chief Hanna, Police Chief Hayes, City Administrator Kelly and himself attended a community leader luncheon at the Yakima Training Center earlier today, which was hosted by Colonel Hodges, commander of Joint Base Lewis-McChord, and LTC O'Steen, commander of the Yakima Training Center, as a thank you from the military for the communications we have established and are continuing to keep strong. He noted that the Yakima Training Center command will change in July, and that the incoming commander has been given orders to continue their relationship with the cities of Selah and Yakima.

2. Council Members

Council Member Finch had no report.

Council Member Sample had no report.

Council Member Tierney had no report.

Council Member Smeback had no report.

Council Member Schmid had no report.

Council Member Williams had no report.

3. Departmental

Public Works Director Henne said that he has received two of the three contracts back that were approved. He remarked that the crew is doing some general maintenance and that they will be pouring the footings for the gazebo this week. He noted that Matson Fruit, Tree Top, and the Selah School District all have construction projects at present.

Council Member Schmid wondered what was under construction at Monson.

Public Works Director Henne replied that they have been working on a parking lot as part of their master plan for expansion.

Council Member Smeback asked if the surveying for the widening of Bartlett Avenue has been done.

Public Works Director Henne replied in the affirmative.

Council Member Smeback wondered if the project would be completed before harvest.

Public Works Director Henne asked which harvest he was referring to, adding that it will be done before the apple run. He noted that the project encompasses less than thirty days' construction.

Community Planner Davison said that there are four new subdivisions, three new planned developments, and some rezones in the works. He remarked that a couple of subdivisions are currently under consideration and will be heard by the Hearing Examiner at a later date.

Council Member Smeback City wondered about the residential capacity of the wastewater treatment plant and domestic water system.

Public Works Director Henne replied that this is addressed in both the water systems plan and sewer systems plan.

Community Planner Davison noted that housing is based on vacancy rates and new house permits.

Mayor Gawlik asked if the City is anywhere near the caution point.

Public Works Director Henne responded that they are planned out to 2025; right now they are doing a water system plan update. He said that he hopes to have a draft done and sometime in April and to have the update complete by end of the year. He noted that they are comparing current figures with the last go round to see whether projections were above, below, or on par.

Council Member Smeback inquired about the possibility of needing to go into the water bank to secure certificates for new wells.

Public Works Director Henne responded that we haven't gotten to that yet; they are simply compiling data at this point.

Council Member Williams asked if the City would be sending out information to the newly annexed residents notifying them that they are now within City limits.

Community Planner Davison responded that, in the past, they have sent out a welcome letter from the Mayor. He said that he is working on a letter, but it isn't finished as of yet. He commented that the Planning Commission will be holding a hearing on the Critical Area Ordinance in approximately 10 days, and that he anticipates it coming to Council at next meeting.

Clerk/Treasurer Novobielski gave a brief update on sales tax and property taxes, noting that the sales tax is coming in on budget, while the property tax is lower than anticipated at this point. He said that he will provide another tax update in approximately sixty days. He stated that the City still has some retirees on the LEOFF 1 retirement system, under which the City is responsible for providing medical costs. He went on to say that the City took out long term care insurance on several of these retirees, and that the City recently received a \$71,000 check from a policy that wasn't used on a retiree who passed away in December.

Recreation Manager Brown had no report.

Fire Chief Hanna said that they are updating the landscaping at the Fire Station to be similar to the dry landscaping at the Public Works building, which will freshen it up and cut down on maintenance. He noted that Deputy Fire Chief Martin's wife passed away last Friday.

Police Chief Hayes said that he has two officers at the academy; both are doing well, and one will graduate next week. He remarked that Officer Brumley is in Seattle for a homicide refresher course, adding that this month is a heavy training month for the department. He noted that the new patrol cars haven't been built yet; it will be one to two weeks before they put the metal together.

Council Member Tierney asked what vehicle type was ordered.

Police Chief Hayes replied that they ordered interceptor Fords, as they are the only ones who make all wheel drive thus far. He added that the vehicle is an Explorer on a Taurus frame which accommodates those over 5'10" who have a difficult time getting out of the cruisers.

City Administrator Kelly had no report.

City Attorney Noe had no report.

Council took a five minute recess.

4. Boards

a. Parks Board Minutes – January 13, 2014

Q. Executive Session

1. 10 Minute Session – Contract Negotiations RCW 42.30.140
2. 20 Minute Session – Potential Litigation RCW 42.30.110(1)(i)

Council went into Executive Session at 5:02pm. At 5:32pm, Council went back on the record. Mayor Gawlik stated that they would be extending the Executive Session for an additional 10 minutes.

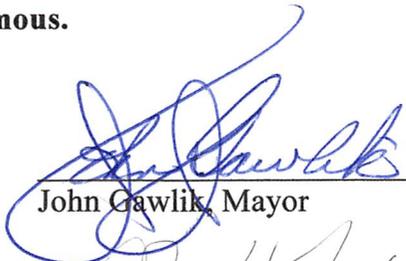
Council went back into Executive Session at 5:32pm. At 5:42pm, Council went back on the record. Mayor Gawlik stated that no action was taken during the Executive Session.

Council Member Schmid moved, and Council Member Finch seconded, to approve the Police Department Agreement for Teamsters Local Union #760 for January 1, 2014 through December 31, 2018. Roll was called: 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.

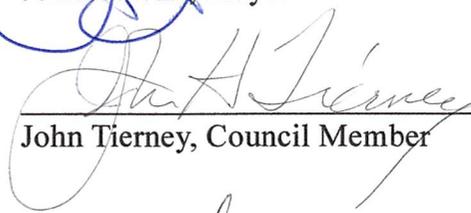
R. Adjournment

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

The meeting adjourned at 5:44pm.



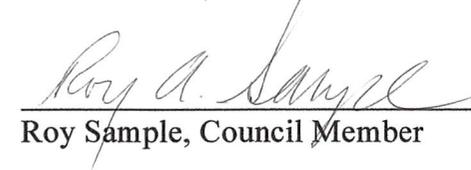
 John Gawlik, Mayor



 John Tierney, Council Member

Excused

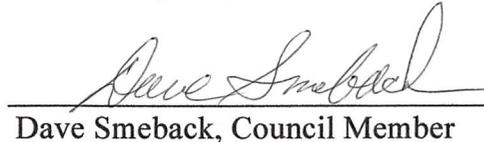
 Allen Schmid, Council Member



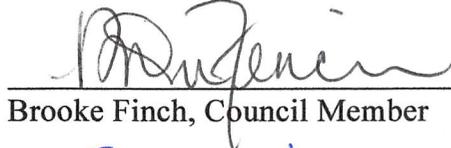
 Roy Sample, Council Member

EXCUSED

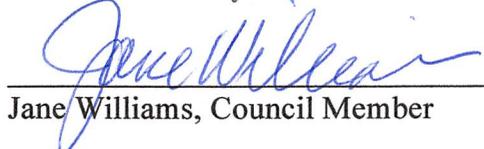
 Paul Overby, Council Member



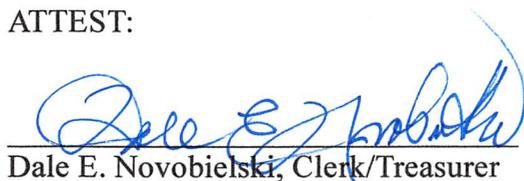
 Dave Smeback, Council Member



 Brooke Finch, Council Member



 Jane Williams, Council Member

ATTEST:


 Dale E. Novobielski, Clerk/Treasurer