

City of Selah  
Council Minutes  
March 22, 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 5:30pm.

B. Roll Call

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

Members Excused:

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna,  
Fire Chief; Eric Steen, Deputy Police Chief; Ty Jones, Public Works  
Utility Supervisor; Harmit Bedi, City Planner; Dale Novobielski,  
Clerk/Treasurer; Dave Mullen, Recreation Manager; Bree Tait, Civic  
Center Manager; Andrew Potter, Human Resources Manager; Monica  
Lake, Executive Assistant

C. Pledge of Allegiance

Council Member Underwood led the Pledge of Allegiance. Pastor Darin Brown gave the prayer.

D. Agenda Changes

1. Add to Agenda: Resolution M – 2: Resolution declaring a Race Timing System as  
Surplus

E. Public Appearances/Introductions/ Presentations

1. Kelli Pettijohn, Selah Relay For Life

Kelli Pettijohn approached the podium and addressed the Council. She talked about the Selah Relay For Life event, which is held annually on the second Saturday in August, giving a brief overview of the fundraising efforts and the activities going on during the event itself, including a luminary ceremony, games, and prizes.

2. Gene Hill, Basin Disposal

Gene Hill from Basin Disposal (BDI) approached the podium and addressed the Council. He thanked them for their business, asking how they were doing and if there was any way they could improve their service to the community,

Council Member Overby wondered about the rate at which recycle bins are dumped.

Mr. Hill replied that they could arrange to schedule recycling pickup every other week.

Council Member Overby wondered if it came with a price tag.

Mr. Hill responded not necessarily.

Council Member Ritchie commented that there has been a lot of talk about it.

Council Member Overby remarked that it is great that recycle participation has been growing each month.

Council Member Sample said that it is common in his neighborhood that every single recycle bin is full.

Mr. Hill conveyed his appreciation for the information regarding garbage service.

Council Member Ritchie told him that her three year old thinks the garbage man is Superman; he is really friendly to him.

City Administrator Wayman expressed concern over the trucks traversing some of the hills in town during inclement weather, suggesting that the drivers provide feedback to the City when the roads need more sand on them, to allow the roads to be proactively maintained.

Mr. Hill said that he appreciates the City's willingness to work with the drivers on that. He noted that they are finally offering a pay by phone option that will make it easier for customers to pay their bills.

Council Member Overby suggested that they have a special pickup day for things that need to go to the dump, perhaps call it a community cleanup day.

Mr. Hill responded that they could do that.

### 3. Stephanie Gangle, Yakima Valley Tourism

Stephanie Gangle, Office Manager for Yakima Valley Tourism, approached the podium and addressed the Council. She presented the 2015 annual report, giving an overview of the services they provided on behalf of the City for tourism and sports promotion.

Council Member Tierney asked if there was any word on how soon the visitors' center will relocate.

Mr. Gangle responded that it would be part of the WSDOT interchange project in three to four years.

Mayor Raymond inquired where it would move to.

Ms. Gangle replied that it would go on the corner of 9<sup>th</sup> Street and Yakima Avenue, which has good access on and off the highway for people to get information.

4. Whitney Stohr, Executive Director, Selah Downtown Association

Barb Petrea presented Whitney Stohr, the new Executive Director for the Selah Downtown Association, to the Council.

Whitney Stohr approached the podium and addressed the Council. She said that she grew up in the Yakima valley and is excited to be back, adding that Selah has so much potential and she looks forward to building on the Selah Downtown Association's efforts, to grow and expand the program.

F. Getting To Know Our Businesses

1. Kathryn Platt, Nana Kate's

Kathryn Platt approached the podium and addressed the Council. She talked briefly about the history of her business and the evolution it has undergone since she started it three and a half years ago, offering samples of various menu items to the Council and those in the audience as she spoke. She noted that they have a drive thru as well as a call ahead service, and have recently added Kate's After Dark to host private parties, which is custom built for each client's needs.

Council Member Tierney wondered if the local police hang out there.

Ms. Platt responded that sometimes they breeze through.

Council Member Ritchie asked if they do catering.

Ms. Platt replied in the affirmative, saying that they are fully equipped to haul out hot or cold, and have catered up to six hundred.

Council Member Tierney inquired as to the minimum for a catered group.

Ms. Platt responded that the minimum is two hundred dollars.

2. Barb Petrea, All About Fun

Barb Petrea approached the podium and addressed the Council. She said that they own All About Fun, an inflatable toy business, and every year they have an inspection where they have to put all the inflatables up and have them inspected by the State. She went on to say that three years ago they moved the annual inspection to Wixson Park and opened it to the public, donating the money towards Volunteer Park last year, and this year the proceeds will go towards the Mad Hatter's Haunt. She handed out event placards and invited everyone to come join them on April 7<sup>th</sup>.

City Administrator Wayman thanked her and Ms. Platt for all the extra work they are doing for both the City and the Selah Downtown Association.

Council Member Ritchie asked if she had more than just the bouncy houses.

Ms. Petrea responded that they also have sumo suits, a movie screen, and a popcorn maker, along with other items.

Council Member Bell thanked her for using them for a Kiwanis event.

G. Communications

1. Oral

Mayor Raymond opened the meeting.

Wayne Petterson approached the podium and addressed the Council. He said that this would be his last council meeting, as his wife has accepted a position in a different part of the state, and thanked everyone for all the good years.

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

2. Written

- a. Selah Police Department 2015 Year End Report
- b. Selah Downtown Association Monthly Report
- c. Yakima Valley Tourism 2015 Annual Report

Council Member Tierney thanked the Police Department for an outstanding report, saying that it was nice to see the individual officers, and learn more about those who are out in community.

Council Member Carlson agreed, adding that it was nice to see the family side of their officers.

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: March 8, 2016 Council Meeting
- \* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 79415 – 79449 for a total of \$190,739.45  
Claim Checks Nos. 67364 – 67446 for a total of \$176,576.09

**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 **None**
- K. New Business **None**
- L. Old Business **None**
- M. Resolutions

- 1. Resolution Authorizing the Mayor to sign Task Order 2016-3 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Palm Park Booster Station and Well No. 7 Improvements

Public Works Utility Supervisor Jones addressed M – 1. He said that the booster pump station, currently a sixteen-foot deep pit, was built in 1967, and they have the opportunity to upgrade to a better system aboveground. He commented that well number seven has a two horse motor that's either on or off, which can't be used during the winter months as the system can't handle the demand, and they would like to upgrade it to a variable speed drive. He noted that they have more water rights with that well than any other sources but cannot use it to its full amount due to the motor.

Council Member Ritchie inquired if he thought there would be any savings by upgrading the system.

Public Works Utility Supervisor Jones replied that he would not anticipate that, as the new motor would draw as much power to use, but it would give them the ability to use it more efficiently, as some of the other wells are tapped at their water rights.

Council Member Ritchie asked about the other project.

Public Works Utility Supervisor Jones responded that would probably cost more to bring the new building up to code.

Council Member Ritchie acknowledged that it would be better if it was upgraded but was hesitant about the big price tag, wanting to know if it was a necessity.

Public Works Utility Supervisor Jones responded that they are getting along today but as the City grows they consume more water, and it is only a matter of time before the need is there.

Council Member Ritchie wondered how much time.

Public Works Utility Supervisor Jones said that it is close.

Council Member Ritchie asked if he had numbers on it.

Public Works Utility Supervisor Jones replied that they produces eight hundred ninety million gallons last year, the year before was eight hundred forty million, and the demand just keeps increasing.

Council Member Ritchie inquired about quotes from other companies, questioning why they chose this particular company.

Public Works Utility Supervisor Jones responded that Huibregtse, Louman Associates, Inc. (HLA) recommended them; they are familiar with our system.

City Administrator Wayman noted that Ted Pooler with HLA is the City's contract engineer, and that they are very close to integrating every bit of water, sewer, and streets together. He explained the long-term effect of a variable speed pump on the City's water rights, touching on insurance claims and a reduction of water leaks with a more moderate pump; it maintains a more moderate pressure resulting in less wear and tear on water lines.

Public Works Utility Supervisor Jones remarked that the City's growth seems to be up in those zones, which in turn increases water demands, and there numerous benefits involved with new pumps that allow them to utilize the water rights in that well.

Council Member Ritchie inquired as to the need to do both projects at this time.

Public Works Utility Supervisor Jones replied that this is part of the City's twenty-year plan, which lays out the projects to be done each year.

Council Member Ritchie asked if there would be another big project for next year.

Public Works Utility Supervisor Jones responded in the affirmative.

Council Member Ritchie wondered about any changes to the City's insurance premiums, as they are dictated by claims not upgrades.

City Administrator Wayman answered that they do consider what the City does to mitigate future claims, like safety programs and other efforts to avoid future issues. He said that the current annual premium with CIAW is two hundred seventy thousand for all City insurance, and that the City is at level three of a four level risk scale. He talked briefly about the City having a broker in the past to handle claims, which resulted in less liability to the City.

Council Member Tierney asked what the level three indicated.

City Administrator Wayman responded that level four is the highest risk category.

Council Member Tierney inquired if the expenditure will cause rise in rates for water.

Public Works Utility Supervisor Jones replied in the negative, saying that it was built into the comprehensive plan.

Council Member Ritchie requested a breakdown in the amount of money each project will cost.

Public Works Utility Supervisor Jones stated that the booster pump and electrical at well seven will be at least three hundred thousand dollars.

Council Member Ritchie asked what percentage of the one point two million will be for the pump station and what for the other.

Public Works Utility Supervisor Jones responded that roughly twenty percent of that is for the design phase, with the rest going for the construction phase.

Council Member Ritchie wanted to know how many loans the City has for other projects in that plan.

Clerk/Treasurer Novobielski told her that there are three to four different Public Works loans, with interest rates ranging from half a percent to one percent.

Council Member Ritchie noted that it is a twenty-year loan, and wondered if the City would acquire additional loans in the next few years.

Clerk/Treasurer Novobielski explained that the current loans have different start dates, and that the long-term plan is to issue debt when other debt is phasing out.

Council Member Overby remarked that they looked at all these projects a few years back, which included the one before them, and this was part of the plan put in place. He did not see any reason not to proceed with the project.

Council Member Carlson expressed curiosity about why the project needed to be done now, as his approach is not to always to maintain the same amount of debt, but rather to eliminate it.

Clerk/Treasurer Novobielski replied that this project is rated higher than other components in the water system for replacement and improvements this year.

City Administrator Wayman stated that there would be a future study session on the comprehensive water plan, adding that it is a twenty-year plan with improvements and a budget laid in, with a steady stream of projects to be completed each year.

Council Member Overby felt that it was the best articulated plan the City has.

City Administrator Wayman noted that they would try to schedule a study session for either the second meeting in April or the first meeting in May.

Public Works Utility Supervisor Jones said that this is the last of the upgrades for wells and booster stations.

Council Member Ritchie thought that it would have been good to have the presentation prior to this.

Clerk/Treasurer Novobielski commented that Public Works Director Henne has provided that plan to the Council within the last six months, for rate increases in the 2016 budget.

Council Member Overby observed that it is part of the budgeting process every year.

**Council Member Overby moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to sign Task Order 2016-3 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Palm Park Booster Station and Well No. 7 Improvements. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. Motion passed with six yes votes and one no vote.**

2. Resolution declaring a Race Timing System as Surplus

Clerk/Treasurer Novobielski addressed M – 2. He said that staff is asking to declare the race timing system, acquired in 2014, as surplus, as it is inadequate to satisfy the need of the City to provide runners with actual race times in timely manner.

Recreation Manager Mullen stated that there was an almost complete failure of the system when used for last year’s base race, and the maximum for the system is less than their projected needs.

Council Member Overby inquired about the five thousand in fiscal impact.

Recreation Manager Mullen responded that is the amount the City will receive from the sale.

**Council Member Tierney moved, and Council Member Overby seconded, to approve the Resolution declaring a Race Timing System as Surplus. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – 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 a DWSRF Loan for Water System Improvements

Clerk/Treasurer Novobielski addressed N – 1. He said that he was asked by Public Works Director Henne to draft a budget adjustment for the City’s newest DWSRF loan, which is a twenty-year loan with one percent interest, and that to supplement the loan he requested a transfer of twenty thousand dollars out of the water reserve fund.

**Council Member Overby moved, and Council Member Tierney seconded, to approve the Ordinance Amending the 2016 Budget for a DWSRF Loan for Water System Improvements. Roll was called: Council Member Overby – yes; Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – no; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. Motion passed with six 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 Sample suggested that the Kiwanis ask for volunteers to assist with the breakfast. He talked briefly about attending the Sunnyside annual banquet, put on by the Chamber and the City, and what a great event it was, noting that his granddaughter was awarded youth of the year.

Council Member Tierney had no report.

Council Member Bell had no report.

Council Member Underwood had no report.

Council Member Carlson had no report.

3. Department

Clerk/Treasurer Novobielski said that he had hoped to provide a March sales tax update, but the information had not been provided to the City yet. He commented that the Kiwanis club is providing a Breakfast with the Eater Bunny event at the Civic Center from eight to ten am Saturday morning, and that the scholarship playhouse would be present for those who wished to purchase tickets.

City Planner Bedi said that there would be no Planning Commission meeting next week.

Civic Center Manager Tait said that the Civic Center had the Children's' Wishes and Dreams event last weekend, and this weekend will have the Harvest Community Church's Friday service and the Kiwanis breakfast Saturday morning. She noted that upcoming events include the Canyon River Marathon folks with their Friday night spaghetti feed and Saturday awards ceremony.

Recreation Manager Mullen said that they have the Easter egg hunt on Saturday, which was moved up to ten-thirty based on feedback from the previous year. He thanked Utility Clerk Bigby and Public Works Utility Supervisor Jones for working with BDI to get six trashcans donated for Volunteer Park then gave a brief update on recreation programs, noting that they are working to increase the programming for adults. He spoke about the upcoming base race, which will have a website up within seven to ten days, and a Facebook page to follow.

Council Member Ritchie inquired if an engineer was contacted regarding the Volunteer Park issue.

City Administrator Wayman replied that they had a meeting with the engineer and the environmental engineer to discuss issues regarding arsenic contamination of the soil, and that the environmental engineer came up with three options to mitigate this, along with a rough estimate on cost, that will be presented at the next council meeting.

Council Member Ritchie observed that it sounded like they met the goal with donations and still had more money coming in. She wondered if any excess donations that could be put towards this project.

City Administrator Wayman declined to answer that without doing some research, adding that he is hesitant to advocate using donor funds for environmental cleanup, as any donations should be reserved for improvements or operations for Volunteer Park.

Council Member Carlson asked if the soil testing was requested by a neighbor.

City Administrator Wayman replied that Mr. Rocky Jackson, one of neighbors, has been involved with environmental mediation in other projects, was aware that that it had been an orchard when they were still using arsenic and lead as pesticides, and the City decided to follow through on the matter.

Council Member Carlson felt that was a wise decision, and the City's responsibility to deal with that.

City Administrator Wayman laid out the three options presented, saying that the option they are most likely to go with buries the contaminated soil under sidewalks and parking lots.

Council Member Carlson wondered if that will be satisfactory to Mr. Jackson.

City Administrator Wayman responded that it would satisfy the Department of Commerce.

Recreation Manager Mullen added that the Recreation Conservation office is satisfied this, and allowing the City to push back some milestones.

Public Works Utility Supervisor Jones said that the water project on the south end of town started Monday, and the schedule is posted on the City's website. He noted that they are busy with the first round of meter reading for the year, getting parks ready for sports, and planning for Community Days.

Human Resources Manager Potter announced that Judge Bronson Faul will introduce the new Court Clerk at a future meeting, and they have extended an offer contingent on a favorable background investigation. He added that pool employee interviews start next week.

Fire Chief Hanna said that his department is continuing with public education, and will have the Edith House April 11<sup>th</sup> through 15<sup>th</sup> for the second graders to go through.

Council Member Tierney asked if he had a chance to talk with the Sheriff about the three or four camps between the Naches and Yakima rivers.

Fire Chief Hanna responded in the negative, adding that he has discussed cleaning up the City's side with City Administrator Wayman.

City Administrator Wayman remarked that they would stay pro-active with this.

Deputy Police Chief Steen said that Police Chief Hayes is currently meeting with Senator Patty Murray to discuss homeland security.

City Planner Bedi said that the Planning Commission would be reviewing the facilities section of the Comprehensive Plan in May.

City Administrator Wayman gave an update on the Autumn Festival, saying that he and Recreation Manager Mullen will be doing a walkthrough of Carlon Park with Captain Platt on Thursday, specifically identifying where the beer and wine garden will be. He said that the Selah Park & Recreation Service Area Board continues to work on a design for the new pool, and have agreed to develop a business plan so that the City understands what will be needed to support an aquatic center. He noted that they are looking at a business plan for the Civic Center, and will present options to the Council at a future meeting.

Mayor Raymond commented that, when people have used the Civic Center in the past, the City has had to absorb the cost for a janitorial service to come in and clean when the facility has been left in less than desirable condition, and to that end have started assessing a janitorial fee for those renting the facility. She said that she has already discussed the new policy with an upset individual this week.

City Administrator Wayman remarked that the Mayor made it very clear the City will treat everybody the same, and that there will be no favored treatment for those who have contributed to the Civic Center in the past.

4. Boards

a. Planning Commission Minutes for February 16, 2016

P. Executive Session **None**

Q. Adjournment

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

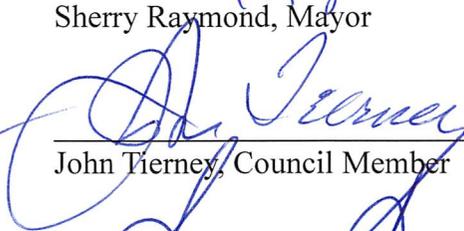
The meeting adjourned at 7:13 pm.



Sherry Raymond, Mayor



Paul Overby, Council Member



John Tierney, Council Member



Roy Sample, Council Member



Laura Ritchie, Council Member



Roger Bell, Council Member

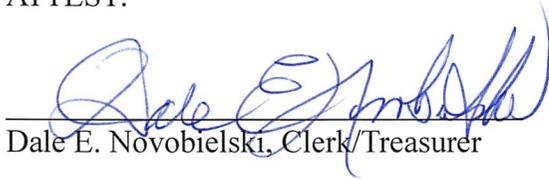


Russell Carlson, Council Member



Diane Underwood, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer