

Study Session Minutes
Selah City Council
March 24, 2015
5:30pm

Mayor Gawlik opened the Study Session. He welcomed Donald Wayman to the Study Session and introduced him to the Council Members.

Donald Wayman approached the podium and addressed the Council. He talked about his impressions of Selah, his background and his education. He discussed dealing with budgets and savings when dealing with a lack of funding, and the need to review programs and procedures to look for more efficient or cost-saving ways to approach them. He addressed commerce and the need for a truck stop to address the needs of the truck traffic coming through Selah. He agreed that aggressive training is necessary for the City's employees and that they should be recognized for their accomplishments.

Discussion followed.

The Study Session ended at 5:55pm.

City of Selah
Council Minutes
March 24, 2015

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

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

B. Roll Call

Members Present: Dave Smeback; Paul Overby; Allen Schmid; Roy Sample; Jane Williams

Members Excused: John Tierney; Brooke Finch

Staff Present: Joe Henne, Interim City Administrator; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Rick Hayes, Police Chief; Dale Novobielski, Clerk/Treasurer; Charles Brown, Recreation Manager; Tom Durant, Community Planner; Andrew Potter, Assistant to the City Administrator; Monica Lake, Executive Assistant

C. Pledge of Allegiance

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

D. Agenda Changes

E. Public Appearances/Introductions/ Presentations

1. Selah Royalty

Ray Roff, the current Selah Community President, approached the podium and introduced the 2014 Miss Selah and her court.

Queen Millie expressed her thanks to the Council the Mayor and the Department Heads. She commented that they took the Selah float to fifteen other communities as well as fairs in Olympia and Seattle.

Princess Katie said that they have been involved in many different events such as Community Days, the July 4th parade, Whispers of Christmas, Halloween at the Civic Center, donkey basketball, and Volunteering at the Yakima Valley School.

Princess Bailey stated that their new theme is the Viking Roar, and that this year's float is a Viking ship. She noted that the theme was chosen to reflect the changes that the Selah School District is making, to become a more unified community.

Mayor Gawlik remarked that he is looking forward to seeing the new float in this year's parade.

2. Introduction of Jim Lange, Deputy Fire Chief

Fire Chief Hanna introduced Jim Lange, the new Deputy Fire Chief.

Deputy Fire Chief Lange said that he is excited about working in Selah.

Council Member Williams inquired if he lives in Selah.

Deputy Fire Chief Lange responded in the negative, adding that he's spent the last few days looking for a house in Selah.

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

G. Communications

1. Oral

Mayor Gawlik opened the meeting.

Carl Torkelson, 101 Heritage Hills Drive, approached the podium and addressed the Council. He provided Council with a copy of an addendum, dated prior to him moving forward with the Bowers project, saying that he wanted to address what he felt were slanderous comments made by Mr. Worby at the previous Council Meeting. He stated that he felt it was important to come before the Council and provide them with documentation refuting Mr. Worby's claim. He hoped that, in the future, these matters would be discussed with the Public Works department rather than being brought before Council, adding that none of the local builders want to be accused of falsely doing business. He remarked that he and Mr. Bowers have been friends for a number of years and that Mr. Bowers was involved in the process of developing the property in question.

Wayne Petterson approached the podium and addressed the Council. He passed around the latest rendering of his proposed Welcome to Selah sign and stated that the deadline for donating his sculpture to the City is April 15th. He expressed his dissatisfaction with what he felt is a lack of leadership on both the City Council and the Selah Downtown Association regarding a decision on his proposal.

Wayne Worby, 200 Weems Way, approached the podium and addressed the Council. He stated that he stands by what he saw, and that he's unsure why Council Member Sample was unable to access the information when he had been able to obtain it. He passed around a copy of the Somerset I Final Plat Review letter issued by the City, which listed Council Member Sample as one of the recipients, as proof of his claim. He read aloud a letter from the City's Public Records Officer stating that there were no records available regarding a withdrawal of Somerset II, adding that he'd also submitted a request for

the map and received the same response. He ended by saying that the information available doesn't seem to be consistent with what has been stated verbally.

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

2. Written **None**

H. Proclamations/Announcements **None**

I. Consent Agenda

Council Member Overby noted a correction on the March 10, 2015 minutes; the meeting was called to order at 4:00 pm, not 6:30 pm.

Council Member Smeback moved to add M – 3 and N – 2 to the Consent Agenda.

Council Member Schmid requested that N – 2 not be placed on Consent.

Motion died due to lack of a second.

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, 2015 Study Session & Council Meeting;
March 10, 2015 Council Meeting

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 78371 – 78411 for a total of \$159,122.69

Claim Checks Nos. 65468 – 65540 for a total of \$139,626.29

Council Member Schmid moved, and Council Member Williams 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

1. Community Services Specialist Pay Scale Adjustment

Police Chief Hayes addressed K – 1. He said that the amount budgeted for the new position was inadvertently put into the 2015 budget on the low end of the pay scale, and that he'd like to increase the amount to adequately compensate the person they wish to hire, who has extensive experience. He reviewed the amounts as provided in the packet, and requested that he be allowed to hire at the middle of the pay scale.

Council Member Overby asked if his purpose in pointing out dependents was to clarify a portion of the costs associated with a family being insured as opposed to a single individual.

Police Chief Hayes responded in the affirmative, adding that the person he wishes to hire is single with no dependents, which will save the City a considerable amount of money on benefits.

Council Member Schmid moved, and Council Member Williams seconded, to approve the Community Services Specialist Pay Scale Adjustment. Roll was called: Council Member Overby – yes; Council Member Smeback –yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

L. Old Business **None**

M. Resolutions

1. Resolution Authorizing Participation in Reimbursement Obligations with the Washington State Treasurer for Energy Efficiency Projects

Interim City Administrator Henne addressed M – 1. He said that projects that are either State or Federally funded have a lot of paperwork and contracts, and that one of the requirements for this project, from the Washington State Treasurer, was to notify them of our intent to request funding. He added that there will be another set of contracts with the Department of Commerce as well as a set for the State Treasurer, that will allow them to sell bonds in August to cover the costs of the loan. He commented that part of their requirements for this is to have this Resolution adopted prior to them preparing a contract.

Council Member Schmid wondered when the project would be started.

Interim City Administrator Henne responded that he'd anticipated having it started by now, but the contracts keep coming in. He expressed his hope to start in May, with a completion date of December.

Council Member Schmid moved, and Council Member Overby seconded, to approve the Resolution Authorizing Participation in Reimbursement Obligations with the Washington State Treasurer for Energy Efficiency Projects. Roll was called: Council Member Overby – yes; Council Member Smeback –yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

Council took a ten minute recess.

P. Executive Session *****RELOCATED*****

1. 15 Minute Session – Qualifications of an Applicant RCW 42.30.110 (1)(g)

Council went into Executive Session at 7:12pm. At 7:27pm, Council went back on the record. Mayor Gawlik stated that no action was taken during the Executive Session.

M. Resolutions - Continued

2. Resolution authorizing the Mayor to sign an Employment Agreement with Donald Wayman for the City Administrator position

Council Member Smeback moved, and Council Member Sample seconded, to approve the Resolution authorizing the Mayor to sign an Employment Agreement with Donald Wayman for the City Administrator position. Roll was called: Council Member Overby – yes; Council Member Smeback –yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

3. Resolution Denying the Preliminary Plat of “Somerset II” (912.42.14-05) and Adopting Findings and Conditions of Preliminary Plat Denial

Community Planner Durant addressed M – 3. He stated that Council had voted to deny the plat and adopt the Hearing Examiner’s findings at the February 24th meeting, and that the item was continued at the last meeting.

Council Member Sample apologized to his fellow Council Members for his anger at the last meeting, saying that he’d like to clarify a couple items. He said that he met with Planner Durant on March 17th, at which time he verbally expressed his decision to withdraw the plat, and that he submitted a new proposal that same day, with maps and supporting documents. He stated that he did not own any of Somerset I; he worked with the engineer to develop the owners’ property and was part owner of the partnership. He noted that the map in question was part of the Council packet from the February 24th meeting.

Council Member Smeback moved, and Council Member Williams seconded, to approve the Resolution Denying the Preliminary Plat of “Somerset II” (912.42.14-05) and Adopting Findings and Conditions of Preliminary Plat Denial. Roll was called: Council Member Overby – yes; Council Member Smeback –yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

N. Ordinances

1. Ordinance Amending the Duties and Powers of the City’s Land Use Hearing Examiner

Joe Henne addressed N – 1. He said that Council had discussed the issues they want to see the Hearing Examiner review and those they want the Planning Commission to see, and that this Ordinance was drafted by the City Attorney to reflect those desires.

Council Member Williams remarked that the municipal code states that the Hearing Examiner shall meet with the Planning Commission and the City Council on an annual basis for the purpose of reviewing land use policies, and suggested postponing a vote on the Ordinance until after Council has met with the Hearing Examiner. She noted that there are places in the code that effect land use issues and Hearing Examiner procedures and duties that aren’t addressed by this Ordinance, which she felt should be addressed all at once to avoid any conflicts.

City Attorney Noe felt that Council Member Williams made a valid point, as this Ordinance outlines the authority of the Hearing Examiner to hear quasi-judicial matters but doesn't address every time the hearing Examiner is mentioned throughout the entire code

Council Member Williams reiterated that the code states that the Hearing Examiner is supposed to meet with the Council on an annual basis.

Council Member Schmid commented that that hasn't happened since he's been on the Council.

City Attorney Noe observed that this would be a good opportunity to bring him in.

Council Member Overby remarked that Council Member Williams Jane has some good points and that he agreed with taking more time to clean up the code in advance rather than afterwards.

Council Member Sample moved, and Council Member Overby seconded, to postpone the Ordinance Amending the Duties and Powers of the City's Land Use Hearing Examiner. By voice vote, approval was unanimous.

Council Member Williams wondered if they could invite the Hearing Examiner appear before the Council within the next sixty days to discuss land use issues and the proposed changes to the code.

Mayor Gawlik responded that the time element proposed may not be possible, but staff will take steps to get in touch with him and find out when he's available.

Council Member Schmid said that he would like to see it as a study session.

Interim City Administrator Henne commented that he will talk with Planner Durant about it; they'll contact the Hearing Examiner to find out when he'll be available.

2. Ordinance Amending the 2015 Budget for 2014 Bond Utility Tax Revenues in Excess of Debt Service

Clerk/Treasurer Novobielski addressed N – 2. He shared the results of the 2014 collection of the fifteen percent bond utility tax, noting that it resulted in revenues of one hundred eighty-one thousand dollars in excess of the required bond payments, which he recommends be divided between paying back accelerated principal on the bonds and replenishing the depleted reserves

Mayor Gawlik observed that they are fulfilling their promise to the voters to expedite the payments of the loan and reach the sunset sooner than anticipated.

Council Member Schmid asked for a review of the 2013 tax disbursement.

Clerk/Treasurer Novobielski briefly reviewed the 2013 numbers, noting that the City paid an additional fifty thousand on the principal and returned one hundred seven thousand to reserve funds. He handed out

a projected schedule for repayment of the loan, adding that the bond repayment and replenishment of the reserves will be paid off approximately one point five years earlier than originally estimated.

Council Member Schmid inquired if they would have the opportunity to buy down a portion of the bonds again.

Clerk/Treasurer Novobielski responded in the affirmative, noting that, while the refinance doesn't offer that option, some of the bonds were purchased by the utility department when they appeared on the market, and that more may be available to purchase next year. He added that buying our own bonds resulted in a lower rate and is also a good deal for the utilities department.

Council Member Schmid moved, and Council Member Overby seconded, to approve the Ordinance Amending the 2015 Budget for 2014 Bond Utility Tax Revenues in Excess of Debt Service. Roll was called: Council Member Overby – yes; Council Member Smeback –yes; Council Member Schmid – yes; Council Member Sample – yes; Council Member Williams – yes. By voice vote, approval was unanimous.

O. Reports/Announcements

1. Mayor

Mayor Gawlik thanked Interim City Administrator Henne for his hard work running both the Public Works Department and the City. He expressed his pleasure that the City is keeping its promise to the taxpayers regarding additional payments on the bonds.

2. Council Members

Council Member Overby had no report.

Council Member Sample had no report.

Council Member Smeback had no report.

Council Member Williams had no report.

Council Member Schmid noted that April 5th is the home opener for the Seattle Mariners.

3. Departmental

Police Chief Hayes thanked Council for approving the salary adjustment.

Fire Chief Hanna said that his second in command is getting settled in. He remarked that he's jumped right into training; he is the department's safety officer and is also working on fire marshal stuff. He noted that the safety committee did the annual stations inspection last week.

Recreation Manager Brown said that they have the April 1st Spring Party fundraiser at Wixson Park, which is being used to raise funds for the Volunteer Park project this year. He noted that the Easter egg hunt will be Saturday, April 4th, from eleven to twelve, with Breakfast with the Easter Bunny held prior to that.

Council Member Williams wondered if the April 1st event had been advertised in the schools.

Recreation Manager Brown responded in the affirmative, saying that they had flyers in the schools as well as announcements on the radio.

Planner Durant said that he is working through the backlog, and that within the next thirty days they should have most of the backlog done and be moving forward at a normal pace. He remarked that the Hearing Examiner will be conducting a meeting the next day, and that he will invite him to meet with the Council.

Clerk/Treasurer Novobielski stated that Breakfast with the Easter Bunny is put on by the Kiwanis; it starts at 8am, and they will have Tree Top apple juice, ham and pancakes. He said that the current sales tax revenues for 2015 are sitting at just over thirty percent of the budget.

Interim City Administrator Henne said that they've started the first meter reads of the year, and are dealing with leak and seep issues. He commented that they will be receiving new handhelds once the new software has been installed, but until then they are doing the reads by hand. He noted that the ball tournaments have already started for the season, and welcomed Mr. Wayman to the City, saying that he's looking forward to working with him.

Council Member Schmid thanked Interim City Administrator Henne for stepping in and doing an outstanding job as the Interim City Administrator.

City Attorney Noe had no report.

4. Boards **None**

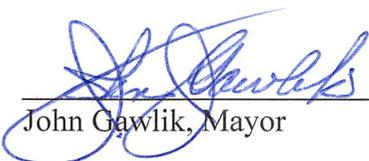
P. Executive Session *****RELOCATED*****

1. 15 Minute Session – Qualifications of an Applicant RCW 42.30.110 (1)(g)

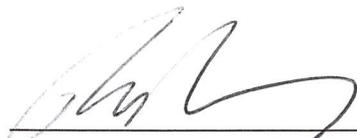
Q. Adjournment

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

The meeting adjourned at 7:58pm.



John Gawlik, Mayor



Paul Overby, Council Member



Dave Smeback, Council Member

EXCUSED
Brooke Finch, Mayor Pro Tem



Jane Williams, Council Member

ATTEST:

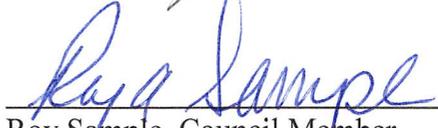


Dale E. Novobielski, Clerk/Treasurer

EXCUSED
John Tierney, Council Member



Allen Schmid, Council Member



Roy Sample, Council Member