

Study Session Minutes
Selah City Council
October 13, 2015
3:00pm

Mayor Gawlik opened the Study Session.

The Council and Planning Commission members continued their review of the 10.24 rewrite, discussing various items such as making sure that it applies to only new construction, keeping the underlying density the same if the property is rezoned as Planned Development, the possibility of putting in a minimum for acreage or number of houses for a Planned Development, mixed density, and using Victory lots as Planned Developments.

Both the Council and The Planning Commission agreed to meet again for a thirds Study Session, to start at 4:30pm on October 27, 2015.

The Study Session ended at 4:00pm.

City of Selah
Council Minutes
October 13, 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 4:00pm.

B. Roll Call

Members Present: John Tierney; Dave Smeback; Roy Sample; Jane Williams; Laura Ritchie

Members Excused: Allen Schmid; Paul Overby

Staff Present: Don Wayman, City Administrator; Bob Noe, City Attorney; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Eric Steen, Deputy Police Chief; Joe Henne, Public Works Director; 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

Mayor Gawlik led the Pledge of Allegiance. Pastor Jason Williams gave the prayer.

D. Agenda Changes **None**

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

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

G. Communications

1. Oral

Council Member Tierney stepped out of the meeting.

Mayor Gawlik opened the meeting.

Dr. Richard Weller, 50 Herlou Place, approached the podium and addressed the Council. He said that he has attended several Planning Commission meetings, where they've had open dialogue on 10.24, but in

looking at the current version he doesn't see much of the oral and written public concerns reflected in the document. He presented Council with copies of what he had previously submitted to the Planning Commission regarding the matter.

Council Member Tierney rejoined the meeting.

Dr. Weller remarked that his concern has nothing to do with being opposed to development in Selah, and applauded the clarity and conciseness in new document, although he felt there were still vast ambiguities and holes. He provided some examples regarding compatibility, compliance, and higher standards, recommending that some of these very vague terms either be removed or clarified where anyone could pick up document and understand what is expected, what's required and what the outcome will be for the developer or someone living next to the development.

Council Member Ritchie requested that Council be provided with the other written comments submitted to the Planning Commission.

City Administrator Wayman responded that staff will submit whatever they have.

Community Planner Durant noted that he had intended to present those when they were at the planning stage.

Council Member Ritchie expressed her desire to have the information provided as soon as possible, prior to the next Study Session.

John Teske, 182 Lancaster Road, approached the podium and addressed the Council. He said that he attended a couple of the Planning Commission meetings, and that very little of what he put forward made it into the rewrite of 10.24. He felt there is a lot of ambiguity in the document, and expressed his concern with the lack of anything that addresses what is going on in the area surrounding a development, or protects the neighbors around a development.

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

2. Written

- a. September 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: September 22, 2015 Study Session & Council Meeting

* 2. Approval of Claims & Payroll:

Payroll Checks Nos. 78994 – 79018 for a total of \$243,181.79
Claim Checks Nos. 66503 – 66593 for a total of \$266,334.24

* 3. Resolution M – 3: Resolution Establishing October 27th, 2015 as the Public Hearing Date to Consider the Adoption of the 2015 Yakima County Multi-Jurisdictional Hazard Mitigation Plan as the Official Hazard Mitigation Plan for Selah, Washington

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 Adopting Public Participation Plan (PPP) for the City of Selah's Comprehensive Plan Update

Community Planner Durant addressed M – 1. He said that the Growth Management Act (GMA) requires the City to have guidelines for public participation when updating the Comprehensive Plan and that YVCOG provided a PPP to the City to adopt as part of the update process. He noted that the only thing he changed was the forms of notice; he removed circulation through utility billing and added posting on the City's website, in public buildings and on the reader boards at the Civic Center and Carlon Park. He recommended that Council adopt the PPP, adding that the Planning Commission will start haring some of the Comprehensive Plan drafts and they will need to provide notice to the public.

Mayor Gawlik inquired as to when they would be receiving something from YVCOG.

Community Planner Durant replied that he has received the introductory chapter from them, and he hopes to present it to the Planning Commission in November. He noted that he anticipates receiving the second chapter in November.

Council Member Sample wondered if there was anything on the Comprehensive Plan update that might change land uses, or if he was aware of any that might be wise to look into.

Community Planner Durant inquired if he meant something like adopting an enterprise zone or a mixed use designation. He said that it is up to the City as to what they want to direct YVCOG to do, and that he has already discussed issues regarding capital facilities with the Mayor and City Administrator. He commented that, without any further direction to YVCOG, they will receive an update similar to what is currently in place.

Council Member Sample asked if they ought to revisit some of the land uses within the urban growth area, as he feels capital facilities are very important.

Council Member Smeback suggested that they review the urban growth boundary.

Community Planner Durant responded that the County has preliminarily determined that the City has more land than they need in the urban growth boundaries.

Council Member Smeback wondered if the County would need to be petitioned if the City desired to increase the urban growth boundaries.

Community Planner Durant replied in the affirmative, saying that Selah is in the schedule for next year to discuss the matter, and that they would need to have the County involved if they wish to add more commercial areas. He went on to say that the main thing they look at is residential, and where the capital facilities come in, as the City would need to have a strategy in place for providing services, within the next twenty-five years, to those within the urban growth.

Council Member Williams inquired about using the back side of the utility cards for notifications.

City Administrator Wayman responded that there are only two limited field on the front of the card for messages, and it's not an effective tool for communicating quantities of information.

Council Member Williams asked why the reverse side couldn't be used.

City Administrator Wayman remarked that the only spot he's aware that can be utilized is on the front.

Council Member Williams suggested putting the mailing address on the reverse to allow for additional information in the front side. She noted that there are Council and Planning Commission meeting dates on the front now.

Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution Adopting Public Participation Plan (PPP) for the City of Selah's Comprehensive Plan Update. Roll was called: Council Member Tierney – yes; Council Member Smeback – yes; Council Member Sample – yes; Council Member Williams – yes; Council Member Ritchie – yes. By voice vote, approval was unanimous.

2. Resolution Authorizing the Mayor to accept the Wernex Loop Transportation Alternatives Program (TAP) Sidewalk Project as complete and release of contract bond

Public Works Director Henne addressed M – 2. He said that this is the final closing document for the Wernex sidewalk project, which came in at budget. He noted that some items have to be completed before they release the retainage, and when the list has been completed they will release the bond.

Council Member Smeback wondered about retainage behind the sidewalks on Wernex Loop and Speyers, as he has noticed mud and gravel washed onto them after it rains.

Public Works Director Henne explained that the retainage is dependent on how much cut there is and the amount of right of way the City has, adding that they sometimes get a slope easement to slope private property but it's at the owner's discretion how far back the City can cut to slope. He noted that they have to clean sidewalks after it rains, and that they try to gravel slopes and reseed them where feasible.

Council Member Smeback suggested acquiring additional right of way before putting in a project.

Public Works Director Henne replied that funds were available for Speyers in the project was ready to go, and Wernex Loop was the same type of deal.

Mayor Gawlik remarked that they had to deal with what they had in the existing right of way when meeting the standards for sidewalk width, curbs, and gutters.

Public Works Director Henne commented that he would not cut corners and put in sub-standard sidewalks.

Council Member Williams wondered if they could get permission from adjacent landowners to put in a block wall.

Public Works Director Henne responded that they couldn't do that with Federal funding.

Council Member Williams thought that maybe they could do it with City funding.

Public Works Director Henne replied in the negative, saying that any project using Federal funds has to follow their guidelines, which doesn't allow the City opportunity to buy rights of way with City funds and try to blend it in.

Council Member Williams asked whether the bigger basalt gravel works to hold sand and dirt back.

Public Works Director Henne responded that it helps to break the rain up, and that heavier rainfall with even come through the blocks. He noted that they don't put fabric behind a true retaining wall, only those that are simply vertical walls.

Council Member Tierney inquired about the letters that Huibregtse, Louman Associates, Inc. (HLA) reference in their letter, as all he found attached were examples from other cities.

Public Works Director Henne replied that those documents would be filled out and sent in.

Council Member Tierney remarked that the letters indicates the City has copies already.

Public Works Director Henne responded that it refers to a notice of completion.

Council Member Williams wondered if it came in under bid.

Public Works Director Henne replied in the affirmative.

Mayor Gawlik asked if they have to give the unused funds back.

Public Works Director Henne responded in the affirmative.

Council Member Smeback moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to accept the Wernex Loop Transportation Alternatives Program (TAP) Sidewalk Project as complete and release of contract bond. Roll was called: Council Member Tierney – yes; Council Member Smeback – yes; Council Member Sample – yes; Council Member Williams – yes; Council Member Ritchie – yes. By voice vote, approval was unanimous.

- * 3. Resolution Establishing October 27th, 2015 as the Public Hearing Date to Consider the Adoption of the 2015 Yakima County Multi-Jurisdictional Hazard Mitigation Plan as the Official Hazard Mitigation Plan for Selah, Washington

N. Ordinances **None**

O. Reports/Announcements

- 1. Mayor

Mayor Gawlik had no report.

- 2. Council Members

Council Member Ritchie had no report.

Council Member Sample said that the letter from Kathy Fontaine, in the packet, had two paragraphs that talked about the City not listening to the public, and three paragraphs of constructive comments and ideas. He expressed hope that the letters keep coming.

Council Member Tierney said that he has several people approach him regarding the Selah Downtown Association parade and the congestion it created during rush hour. He remarked that they felt it was nice to have a parade to help Selah celebrate but suggested either a different hour or a different day of the week, as it created a problem with people trying to get across town.

Council Member Smeback commented that the other home by the Civic Center was demolished, and that the parking lot expansion has been a long time coming.

Council Member Williams had no report.

- 3. Department

Public Works Director Henne had no report.

Community Planner Durant said that most of his report had been covered during his previous presentation. He requested that Council consider that direction they would like to give to YVCOG regarding the Comprehensive Plan update.

City Administrator Wayman remarked that Community Planner Durant is taking over the Volunteer Park project, which they will need to do a SEPA for, and that he will present two options for the park during the next Council meeting.

Clerk/Treasurer Novobielski said that the City's recycling contract with Basin Disposal provides that they will do recycling pick-up once a month for residential, and provide cardboard containers for commercial. He noted that there is no fee identified as a recycle cost. He stated that next Tuesday they will begin the 2016 budget process, and that, as part of the development activities for next year, can as Basin Disposal about the possibility of increased recycling charges.

Public Works Director Henne asked Council Member Ritchie if she knows whether there is enough demand for twice a month service.

Council Member Ritchie responded that she doesn't know if there is enough demand.

Clerk/Treasurer Novobielski remarked that the ladies up front could ask customers who come in to pay their bill, and that Basin Disposal could be asked about twice a month service.

Council Member Ritchie suggested sending out a survey to gauge consumer interest.

Recreation Manager Brown said that the Selah Park & Recreation Service Area Board will hold a public information meeting regarding the pool bond at the Civic center tomorrow, from 6 to 7pm.

Fire Chief Hanna said that last week was fire prevention week, and they had some kindergartens through the station. He noted that hydrant service is completed, and that they are finishing up their evaluations of SCBA equipment and will go out to bid in next week or so.

Deputy Police Chief Steen had no report.

Assistant to the City Administrator Potter gave an update on the potential employment of a full-time City planner, noting that the position is contingent on approval of the 2016 budget. He remarked that the Homecoming parade was latest activity venture by the Selah Downtown Association (SDA), and that they held a meeting last night to inform local business about donating their B&O tax to the SDA. He commented that they are putting together the branding information and will bring to a Study Session, and that the group is putting together their financials for the next year.

City Administrator Wayman said that they are working on encroachment issues with Volunteer Park neighbors. He went on to say that the Civic Center facility is being reviewed for maintenance issues, and that Bree Tait will be the principal manager of the facility for the future. He added that he and Public Works Director Henne are working on plans for a new Civic Center and a combined Police Station/City Hall, which will be presented to Council at a future date

City Attorney Noe had no report.

4. Boards

a. Planning Commission Minutes – September 16, 2015 Meeting

Council took a five minute recess.

P. Executive Session

1. 30 Minute Session – Real Estate RCW 42.30.110 (1) (6)

Council went into Executive Session at 5:05pm. At 5:35pm, Council went back on the record. Mayor Gawlik stated that no action was taken during the Executive Session.

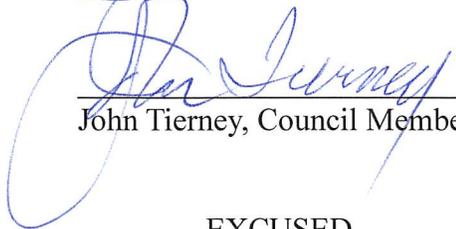
Q. Adjournment

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

The meeting adjourned at 5:36 pm.



John Gawlik, Mayor



John Tierney, Council Member

EXCUSED

Paul Overby, Council Member



Dave Smeback, Council Member



Roy Sample, Council Member



Laura Ritchie, Council Member

ATTEST:



Dale E. Novobielski, Clerk/Treasurer

EXCUSED

Allen Schmid, Council Member



Jane Williams, Council Member