



SELAH CITY COUNCIL

5:30pm February 11, 2020



Selah City Council
Regular Meeting
Tuesday, February 11, 2020
5:30pm
City Council Chambers

Mayor:
Mayor Pro Tem:
Council Members:

Sherry Raymond
Roger Bell
Russell Carlson
Jacquie Matson
Kevin Wickenhagen
Jeremy Burke
Clifford Peterson
Christopher Lantz

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Administrator:
City Attorney:
Clerk/Treasurer:

Donald Wayman
Rob Case
Dale Novobielski

AGENDA

- A. Call to Order –Mayor Raymond
- B. Roll Call
- C. Councilmember Absence – Motion to Excuse
- D. Pledge of Allegiance
- E. Invocation
- F. Agenda Changes **None**
- G. Public Appearances/Introductions/Presentations
 - 1. Melissa Gorham, H&R Block – Partnering with the Selah Park & Recreation Service Area Board on the Selah Aquatic Center
- H. Getting To Know Our Businesses **None**
- I. Communications
 - 1. Oral

This is a public meeting. If you wish to address the Council concerning any matter that is not on the agenda, you may do so now. Please come forward to the podium, stating your name for the record. Each person wishing to speak shall have two minutes to address the Mayor and Council.

Persons wishing to speak are required to comply with the City's Rules of Decorum and shall maintain appropriate civility. Comments that are impertinent, degrading, slanderous, or impugn the integrity of any member of the Council, employee of the city, or any member of the public shall not be permitted.

- 2. Written **None**
- J. Proclamations/Announcements **None**
- K. Consent Agenda

All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

- Monica Lake * 1. Approval of Minutes: January 28, 2020 Study Session & Council Meeting
- Dale N. * 2. Approval of Claims & Payroll

- L. Public Hearings
 - Jeff Peters 1. "McLain Annexation" Public Hearing and Annexation Findings

M. General Business

1. New Business

- Rick Hayes a. Authorization for purchase of five (5) Panasonic Toughbook 55 laptop computers, five (5) Gamber-Johnson docking stations and one (1) Havis mounting kit, each and all for usage inside Police vehicles

2. Old Business

None

N. Resolutions

- Joe Henne 1. Resolution authorizing the Mayor to sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc., engaging Scout Lake Construction to provide construction services for the "Well No. 6 and Zone 3 Pump Station Rebuild Project".

O. Ordinances

- Dale N. 1. Ordinance Amending the 2020 Budget for West Goodlander Road Improvements
Dale N. 2. Ordinance Amending the 2020 Budget for a Police Vehicle

P. Public Appearances

None

Q. Reports/Announcements

1. Departments
2. Council Members
3. City Administrator
4. Boards
5. Mayor

None

R. Executive Session

2. 20 Minute Session – Potential Litigation RCW 42.30.110(1)(i)

S. Adjournment

Next Regular Meeting: February 25, 2020

Each item on the Council Agenda is covered by an
Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.

A blue AIS indicates an information/non-action item.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

2/11/2020

K – 1

Title: Approval of Minutes: January 28, 2020 Study Session and Council Meeting

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation: Approval of Minutes

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: See Minutes for details

Recommended Motion: Motion to approve the Consent Agenda as read.
(This item is part of the Consent Agenda)

Study Session Minutes
Selah City Council
January 28, 2020
4:00pm

Mayor Raymond opened the Study Session and welcomed Christopher Lantz, Jim Mesplie, Ellen Overby, Matt Sharp, and Suzanne Vargas.

Human Resources Manager Potter explained the procedure, which would start with each applicant given up to five minutes to talk to Council about why he or she would be a suitable choice for the vacant position, followed by the Mayor reading a set list of five questions and then each Council Member given an opportunity to ask a question of the applicant.

Community Development Supervisor Peters stated that he had verified that the residential addresses given by all applicants are within the City limits and they are therefore qualified applicants for the vacant position.

Mayor Raymond called each applicant forward according to an alphabetical listing of last names, and invited him or her to speak.

At the conclusion of each applicant's five minutes, the Mayor posed questions to the applicant regarding the current state of affairs in the City, a Council Member's primary responsibilities and interactions with City staff, explaining one of their listed priorities for the City, and their philosophy on fiscal management for the Council.

Each Council Member was then given an opportunity to ask a question based on either the application or the responses given during the interview.

Mayor Raymond thanked all of the applicants then announced they would be at recess until the Council Meeting at 5:41pm.

The Study Session ended at 5:36pm.

City of Selah
Council Minutes
January 28, 2020

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

- A. Call to Order Mayor Raymond called the meeting to order at 5:41pm.
- B. Roll Call
- Members Present: Kevin Wickenhagen; Jacquie Matson; Jeremy Burke; Roger Bell; Russell Carlson; Clifford Peterson
- Members Absent: None
- Staff Present: Rob Case, City Attorney; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Joe Henne, Public Works Director; Ty Jones, Public Works Utility Supervisor; Jeff Peters, Community Development Supervisor; Andrew Potter, Human Resources Manager; Monica Lake, Executive Assistant

- C. Councilmember Absence – Motion to Excuse **None**

- D. Pledge of Allegiance

Mayor Raymond led the Pledge of Allegiance.

- E. Invocation

Pastor Darin Brown held a moment of silence for community families, then gave the prayer.

- F. Agenda Changes

1. Remove N – 4; N – 5; N – 6; N – 7

- G. Public Appearances/Introductions/Presentations

1. Introduction of new Police Officer

Police Chief Hayes introduced Officer Joshua Owens to Council. He said that Joshua Owens was hired after Council approved a sixteenth police officer for the 2020 budget, adding that Officer Owens has been a Reserve Officer since January 2017, knows the streets and has done the job, and is slated to attend the academy in April.

- R. Executive Session

1. 30 Minute Session to consider the qualifications of a candidate for appointment to elective office - RCW 42.30.110 (1) (h)

Council went into Executive Session at 5:46m. At 6:16pm, Council went back on the record. Mayor Raymond stated that they would be extending the Executive Session for an additional 10 minutes.

Council went back into Executive Session at 6:18pm. At 6:28pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

Council Member Burke nominated Suzanne Vargas to fill vacant Council Position 6. Council Member Matson seconded the nomination. Roll was called: Council Member Wickenhagen – no; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – no; Council Member Bell – no; Council Member Carlson – yes. Motion tied with three yes votes and three no votes.

Mayor Raymond cast the tiebreaking vote by voting no. Motion failed.

Council Member Burke nominated Suzanne Vargas to fill vacant Council Position 6. Council Member Matson seconded the nomination. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – no; Council Member Burke – no; Council Member Peterson – yes; Council Member Bell – yes; Council Member Carlson – no. Motion tied with three yes votes and three no votes.

Mayor Raymond cast the tiebreaking vote by voting yes. Motion passed.

Mayor Raymond remarked that it was really hard to select a new Council Member from those who interviewed, and encouraged those not selected to stay involved in the City and events.

Swearing In of new Council Member

Clerk/Treasurer Novobielski swore in Council Member Christopher Lantz.

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

I. Communications

1. Oral

Mayor Raymond opened the meeting. Seeing no one rise to speak, she then closed the meeting.

2. Written **None**

J. Proclamations/Announcements **None**

K. Consent Agenda

Council Member Bell moved to put N – 3 and N – 5 on the Consent Agenda. Motion died for lack of a second.

Council Member Wickenhagen moved, and Council Member Matson seconded, to add N – 1 to the Consent Agenda. By voice vote, approval was unanimous.

Executive Assistant Lake read the amended Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

* 1. Approval of Minutes: December 10, 2019 Council Meeting

* 2. Approval of Claims and Payroll:

Claim Checks Nos. 74307 – 74375 for a total of \$304,537.63

* 3. Resolution N – 1: Resolution Establishing January 28, 2020, as the date for a Public Hearing to Consider the Proposed “McLain” Annexation (File Number: Annex 2020-001)

Council Member Matson moved, and Council Member Peterson seconded, approval of the Amended Consent Agenda as read. By voice vote, approval was unanimous.

L. Public Hearings

1. Public Meeting - Notice of Intent to Annex regarding the McLain Annexation

Community Development Supervisor Peters addressed L – 1. He stated that this was a public meeting to consider an annexation for the McLain property. He said that the notice of intent was originally submitted by Jackie and Deborah McLain, giving a description and the location of the properties in question, which are in the process of being sold to Country Investments LLC, who intend to develop it in accordance with the appropriate zoning if Council establishes that they want to proceed the requested annexation. He went on to say that the public meeting was for Council to consider the annexation, whether to expand the boundaries of the annexation, to establish the zoning of the annexation, and to require right of first refusal for water and irrigation rights; and that if they accept annexation today than it would be brought back at a public hearing on February 11, 2020, at which time they could hold a public hearing to initiate the annexation, allowing staff to prepare the annexation and all the petitions, and submit the boundary review application to Yakima County.

Council Member Carlson inquired as to what the land is currently zoned.

Community Development Supervisor Peters responded that it's County zoned right now, although the City's future land use map indicated it would be zoned commercial, and it's proposed to be B-1 when annexed.

Council Member Carlson asked if it would be B-1 or B-2.

Community Development Supervisor Peters replied that it would be zoned B-1.

Council Member Carlson requested that he remind them of the difference between the two.

Community Development Supervisor Peters answered that that B-2, which comprising the blue area on the wall map, is general commercial zoning, while the blue area around the City center is a B-1 zone for professional office. He noted that one proposal is to merge those zonings as that area is the only place in town where they have professional office zoning and there really isn't any change in the Zoning Ordinance. He reiterated that the proposed annexation would be B-2 general business.

Mayor Raymond asked if there were any questions.

Council Member Matson moved, and Council Member Wickenhagen seconded, to accept the motion of intent to annex.

Community Development Supervisor Peters stated that for clarification they need Council to accept the boundaries as stated, and requested that a Council Member read the recommended motion on the agenda statement to establish those boundaries.

Council Member Matson moved, and Council Member Wickenhagen seconded, that the City of Selah Council accept the “Notice of Intent to Annex” petitions, establish the proposed annexation boundary as identified in Exhibit “A”, require adoption of simultaneous zoning of Business, General, require the annex territory to assume the City’s municipal indebtedness, and require a “right-of-first refusal” for acquisition on irrigation and/or water rights as part of the McLain annexation. By voice vote, approval was unanimous.

General Business

- | | | |
|----|--------------|-------------|
| 1. | New Business | None |
| 2. | Old Business | None |

N. Resolutions

- * 1. Resolution Negating and Withdrawing Previous Resolution No. 2781, and Replacing It with the Instant Resolution that Schedules February 11, 2020, as the Public Hearing Date for Consideration of the “McLain Annexation”
- 2. Resolution authorizing the Mayor to sign a “Fuel Tax Grant Distribution Agreement” with the Washington State Transportation Improvement Board (“TIB”) for the City’s forthcoming sidewalk improvements along West Goodlander Road, which is TIB project number P-E-182(P01)-1

Public Works Director Henne addressed N – 2. He said that this resolution authorizes the Mayor to sign a fuel tax distribution agreement with TIB for a West Goodlander Road sidewalk improvement project, which they applied for in August of 2019 to complete missing sidewalk segments on West Goodlander Road west of North First Street. He went on to say that TIB selected their application for funding, and

this agreement is required be approved to release funds for the project, which is funded at ninety percent, with the Selah School District picking up the ten percent match funds, resulting in no net cost to the City.

Council Member Carlson remarked that section of West Goodlander Road doesn't border the school.

Public Works Director Henne agreed with his statement.

City Administrator Wayman commented that it doesn't have to if it's a safe route to school.

Community Development Supervisor Peters noted that it was part of the John Campbell class review for development of that school.

Council Member Bell moved, and Council Member Burke seconded, to Approve the Resolution authorizing the Mayor to sign a "Fuel Tax Grant Distribution Agreement" with the Washington State Transportation Improvement Board ("TIB") for the City's forthcoming sidewalk improvements along West Goodlander Road, which is TIB project number P-E-182(P01)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

3. Resolution authorizing the Mayor to sign "Task Order No. 2020-01" between the City of Selah and HLA Engineering and Land Surveying, Inc., thus engaging HLA to provide engineering design services for the City's forthcoming sidewalk improvements along West Goodlander Road, which is TIB project number P-E-182(P01)-1

Public Works Director Henne addressed N – 3. He said that this Resolution was for a task order with HLA to provide engineering services to complete the West Goodlander Road sidewalk project at the cost of forty thousand, seven hundred eighty dollars, of which the match cost would be picked up by the Selah School District.

Council Member Burke moved, and Council Member Matson seconded, to Approve the Resolution authorizing the Mayor to sign "Task Order No. 2020-01" between the City of Selah and HLA Engineering and Land Surveying, Inc., thus engaging HLA to provide engineering design services for the City's forthcoming sidewalk improvements along West Goodlander Road, which is TIB project number P-E-182(P01)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

4. Resolution authorizing the Mayor to sign a "Fuel Tax Grant Distribution Agreement" with the Washington State Transportation Improvement Board ("TIB") for the FY 2021 Overlay Project, Multiple Locations, which is TIB project number 3-E-182(005)-1

Public Works Director Henne addressed N – 4. He said that this was a fuel tax agreement with TIB for and overlay project, noting that there are two different applications and funding pots, one for sidewalks

and one for pavement preservation, and that he was proposing to overlay the existing Goodlander Road from Second Street to Lander Road and widen the road two feet on each side. He remarked that TIB will have no participation in the costs to widen the road, which would be solely funded by the City along with a ten percent match for the overlay project, and requested Council Approval.

Council Member Bell moved, and Council Member Wickenhagen seconded, to Approve the Resolution authorizing the Mayor to sign a “Fuel Tax Grant Distribution Agreement” with the Washington State Transportation Improvement Board (“TIB”) for the FY 2021 Overlay Project, Multiple Locations, which is TIB project number 3-E-182(005)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

5. Resolution authorizing the Mayor to sign Task Order No. 2020-02 Between the City of Selah and HLA Engineering and Land Surveying Inc. to provide engineering design services for the West Goodlander Road Improvements, TIB project number 3-E-182(005)-1

Public Works Director Henne addressed N – 5. He said that this task order was for HLA to provide engineering services for the West Goodlander Road improvements at a cost of eighty-six thousand dollars, of which TIB will pay for twenty-four thousand, nine hundred and forty and the rest would be the City’s responsibility. He requested approval of the Resolution and task order.

Council Member Matson asked for clarification that TIB would pay twenty-four thousand, nine hundred and forty.

Public Works Director Henne replied in the affirmative, adding that it was a ten percent match of the construction costs, and that he would like to get this done and out to bid so that it could be going when the contractor starts work on East Goodlander again in the spring.

Council Member Bell remarked that he had made a motion to add this to the consent agenda primarily because he wanted to make a point about these two issues, opining that there was no purpose in Council discussing N-5 when it was included in N-4, and N-3 was included in N-2, as they’ve already approved the expenditure under N-4 and there was no purpose in discussing it again to approve something already approved that assigns it to the City’s contracted engineering service. He saw no purpose in doing them in future, and suggested that, going forward, they not have to do this step.

Council Member Carlson responded that he liked having it in there because the three minutes of discussion added clarity and transparency for the taxpayers funding the project. He opined that they should provide more competitive opportunities for other engineering firms rather than assigning them all to the City’s contracted engineer.

Council Member Bell replied that he could discuss it all he wanted under N-4.

Council Member Matson moved, and Council Member Peterson seconded, to Approve the Resolution authorizing the Mayor to sign Task Order No. 2020-02 Between the City of Selah and

HLA Engineering and Land Surveying Inc. to provide engineering design services for the West Goodlander Road Improvements, TIB project number 3-E-182(005)-1. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

Public Works Director Henne thanked them for approving it, as it would improve drivability on Goodlander Road quite a bit.

Council Member Carlson inquired if there was a letter stating that the Selah School District would reimburse them.

Public Works Director Henne answered that he had an email regarding the agreement.

Council Member Carlson requested that a copy of that kind of matter be included in future packets.

Public Works Director Henne replied that he would do so.

O. Ordinances

1. Ordinance Amending the 2020 Budget for Miscellaneous Adjustments

Clerk/Treasurer Novobielski addressed O – 1. He said that he had the first adjustment to the 2020 budget to increase the amount of carryover from 2019, briefly reviewing the adjustments outlined in the Ordinance. He noted that he would be meeting with the Finance Committee in next few weeks.

Council Member Carlson asked if the reserve cash investments ending was 2019 and beginning was 2020.

Clerk/Treasurer Novobielski replied in the negative, saying that this was for 2020, and that he had adjusted the beginning carryover, which affects the ending and balances the financial statements.

Council Member Carlson questioned the transit fund being estimated at three hundred eleven, but they started the year with three hundred twenty.

Clerk/Treasurer Novobielski answered that there was a hundred and twenty-one thousand dollar increase.

Council Member Carlson wondered what was actually available in the tourism budget.

Clerk/Treasurer Novobielski responded that forty-five thousand was carried over from last year, with an estimated yearend total after estimated new revenues and expenditures.

City Administrator Wayman noted that these expenditures were worked into the budget right now.

Council Member Bell moved, and Council Member Wickenhagen seconded, to approve the Ordinance Amending the 2020 Budget for Miscellaneous Adjustments. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Police Chief Hayes clarified that their 2019 vehicle purchase has been sitting in a rail car since September, due to a manufacturer's issue with suspension and faulty automated welding equipment. He noted that they'd had a bad week, and that the families involved were looking for comfort and support. He reminded everyone that the Citizen's Academy starts February 3 and runs every Monday through April 20, from 6:00 to 8:30pm.

City Administrator Wayman commended Sergeant Rodriguez for his excellent work, along with Chaplains Scott Ruark, Rod Rath and Eric Neumeyer.

Police Chief Hayes commented that he called Scott Ruark after receiving the call, and he beat him to the house. He added that the chaplains are well worth their weight in gold.

Clerk/Treasurer Novobielski provided Council with the first sales tax report of the year.

Council Member Carlson questioned a twenty-seven thousand charge for a printer.

Clerk/Treasurer Novobielski answered that it was approved in the 2020 budget.

Council Member Carlson remarked that he wanted to make sure they had looked at all the options, and that it was a replacement, not a new purchase.

Clerk/Treasurer Novobielski responded that those questions were addressed in the 2020 budget development, and that this is a relatively newer sophisticated piece of equipment to allow scanning of large footprint format.

Council Member Carlson stated that he assumes it would pay for itself and increase service.

City Administrator Wayman replied that was the intent.

Public Works Director Henne gave an example of the machine being put to use a couple days prior as an example of its effectiveness, noting that they purchased it from the State bid list.

Council Member Carlson asked why there were expenses for two public defenders when he thought there was only one.

City Administrator Wayman said that they only have one.

Council Member Carlson questioned the two different ones in the check register.

City Administrator Wayman responded that they have options if the public defender is conflicted out or has a trial.

Clerk/Treasurer Novobielski commented that it was amazing how reasonable their hourly rates are.

Community Development Supervisor Peters had no report. He noted that there would be a going away party for the retiring city building inspector at Public Works tomorrow at 4pm for those who wished to attend and wish him well.

Public Works Director Henne said that they've been doing repair to a problematic effluent ditch that has a continual beaver problem. He remarked that they are going to go back to having the Police Department close Volunteer Park at night and Parks staff open it in the mornings.

City Attorney Case had no report.

2. Council Members

Council Member Carlson had no report.

Council Member Lantz had no report.

Council Member Bell said that the SPRSA Make A Splash fundraiser raised almost fifty thousand dollars for pool operations, and that they would be moving forward with a new interlocal agreement. He noted that Norma Smith's had resigned and the vacancy could be filled by appointment by the Mayor and Council approval.

Council Member Peterson had no report.

Council Member Burke had no report.

Council Member Matson had no report. She welcomed their newest Council Member.

Council Member Wickenhagen said that he attended the pool fundraiser, which had a fantastic turnout. only other thing would say is during last week when see how community comes together makes me proud to be part of this and participate, think it's a rare thing to see how this town came together

3. City Administrator

City Administrator Wayman welcomed the new council member.

4. Boards **None**

5. Mayor

Mayor Raymond expressed her appreciation for the Police Department, Fire Department, and chaplains, saying that she was involved with a different agency one and a half to two years ago and they as a family weren't treated well.

R. Executive Session

2. 20 Minute Session – Potential Litigation RCW 42.30.110(1)(i) and Review the Performance of a Public Employee RCW 42.30.110(1)(g)

Council went into Executive Session at 7:18pm. At 7:38pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

S. Adjournment

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

The meeting adjourned at 7:39pm.

Sherry Raymond, Mayor

Roger Bell, Council Member

Russell Carlson, Council Member

Jacquie Matson, Council Member

Kevin Wickenhagen, Council Member

Jeremy Burke, Council Member

Clifford Peterson, Council Member

Christopher Lantz, Council Member

ATTEST:

Dale E. Novobielski, Clerk/Treasurer



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



| | |
|-----------------|-------------|
| Council Meeting | Action Item |
| 2/11/2020 | K – 2 |

Title: Claims & Payroll

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: See Check Registers

Funding Source: See Check Registers

Background / Findings & Facts: See Check Registers

Recommended Motion: Motion to Approve the Consent Agenda as read.
(This item is part of the Consent Agenda)



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

February 11, 2020 L – 1

Title: “McLain Annexation” Public Hearing and Annexation Findings

From: Jeff Peters, Community Development Supervisor

Action Requested: Public Hearing - Open Record

Staff Recommendation:

Conduct the public hearing, review the annexation findings, take testimony regarding the annexation, accept the signed annexation petitions, approve the annexation, and direct staff to submit the required annexation application to the Yakima County Boundary Review Board.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: The Selah City Council considered and accepted the “Notice of Intent to Annex” petitions submitted by Jackie and Deborah McLain being sold by the McLain’s to Country Investments, LLC (comprised of Cody Beebe, Patrick Gasseling, Joe Catron, and Josh Johnson) to annex approximately 3.03 acres of property east of S. 1st St., and south of Test Drive Lane. Tax Parcel Numbers: 181301-32001, -32410, -32404, and -32407 on January 28, 2020. Additionally, Council established: (1) The geographic boundary



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



of the proposed annexation; (2) Required simultaneous adoption of Business, General (B-2) zoning; (3) Required municipal indebtedness is to be assumed by the territory annexed; and, (4) Indicated “right-of-first refusal” for acquisition of irrigation and/or water rights will be required. The signed petitions for this annexation represent 100% of the total acreage to be annexed, and 100% of the assessed value.

Recommended Motion: I move to accept the signed petitions for the McLain annexation, approve the annexation as identified in Exhibit “A”, and direct staff to submit the required annexation application to the Yakima County Review Board.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

| Date: | Action Taken: |
|-----------|----------------------------------------------------------------------------------------------|
| 1/14/2020 | Resolution setting the date for council annexation hearing. |
| 1/28/2020 | Notice of Intent to Annex – McLain Annexation |
| 1/28/2020 | Resolution resetting February 11, 2020, as the public hearing date for the McLain Annexation |

CITY OF SELAH CITY COUNCIL

STAFF REPORT

(prepared February 3, 2020)

FILE NO.: Annex-2020-001

PROPOSAL:

Annexation of four parcels of land owned by the petitioners consisting of 3.03 acres of land east of S. 1st St., and south of Test Drive Lane. Tax Parcel Numbers: 181301-32001, -32410, -32404, and -32407.

PROPONENTS:

Jackie and Deborah McLain being sold to Country Investments, LLC (comprised of Cody Beebe, Patrick Gasseling, Joe Catron, and Josh Johnson).

LAND OWNERSHIP:

The proposed annexation consists of four (4) parcels owned by the proponents.

HISTORY:

1. Petitioner submitted "Notice of Intent" to annex petition on December 19, 2019.
2. City Council considered the "Notice of Intent" to annex petition on January 28, 2020.
3. City Council adopted a resolution establishing February 11, 2020, as the date of the public hearing for the "McLain." Annexation.

SURROUNDING LAND USE:

PROPOSAL: The property is largely undeveloped with the exception of a single- family home, and four outbuildings.

NORTH: The property is developed with Brian Harris Used Cars.

SOUTH: Undeveloped with railroad running through the property, and the end of the city's Urban Growth Area.

EAST: Undeveloped with railroad running through the property, and the end of the city's Urban Growth Area/Elks Golf Course.

WEST: Owens Trucking.

VICINITY ZONING:

The general vicinity, both incorporated and unincorporated, is zoned:

North: General Business, B-2 & Industrial, M-1

FILE Annex-2020-001

MCLAIN ANNEXATION

East: Low Density Single Family, LDSF
South (Proposed Zoning): General Business, B-2
West: Industrial, M-1

CITY OF SELAH URBAN GROWTH AREA COMPREHENSIVE PLAN:

The site and property immediately surrounding the annexation area have a Future Land Use designation of the following:

Annexation Area: Commercial
North: Commercial
East: Industrial
South: Industrial
West: Industrial

UTILITIES:

Basic urban services are available to be extended to serve the property within the proposed annexation boundary. Public water is located along the annexations north boundary, and sewer is also located to the north of the annexation area. Telephone, electricity, cable TV, etc. facilities are located in to the north of the subject properties.

STAFF RECOMMENDATION:

Approval of the proposed McLain Annexation as identified in Exhibit A.

STAFF FOLLOW-UP: If approved by Council staff will submit documentation to the Yakima County Boundary Review Board (BRB). Once approved by the BRB, staff will bring the annexation ordinance back to Council finalizing the McLain Annexation.

TRANSMITTAL MEMORANDUM

DATE: January 27, 2020
TO: Dave Cook, Yakima County Assessor
FROM: Jeff Peters, Community Development Supervisor City of Selah
SUBJ: Certification of Petitions for "McLain" Annexation
FILE: Selah City File: McLain

Enclosed is a photocopy of the signed petitions for the "McLain" annexation. As required by RCW 35A.14.420-450 the signed petition must be certified as valid and as representing the owner of a majority of the territory for which annexation is petitioned.

Please review the attached petition and if you concur that the signed petitions represents the owners of a majority of the territory for which annexation is petitioned, identified in Exhibit "A", then please sign this certification and email me a copy.

Signed petitions represent **NOT LESS THAN** a majority of the owners of the property petitioned for annexation.

Signed petitions represent **LESS THAN** a majority of the owners of the property petitioned for annexation.



Dave Cook, Yakima County Assessor

PETITION FOR ANNEXATION OF UNINCORPORATED PROPERTY

IN THE MATTER OF THE PETITION)
FOR THE ANNEXATION OF THE) PETITION FOR ANNEXATION
BELOW DESCRIBED PROPERTY)

COMES NOW, the following named persons:

Cody Beebe, Patrick Gasseling, Joe Catron, and Josh Johnson members of:

Frontier Country Investments
c/o Cody Beebe
P.O. 309
Naches, WA 98937

and petitions the City Council of the City of Selah that the following described property situated in Yakima County, WA., to wit:

THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 13 NORTH, RANGE 18 EAST, W.M. AND LOTS 5, 6, 7, AND A PORTION OF LOT 8, BLOCK 3, AND THOSE RIGHT OF WAYS AND ALLEY WAYS AS SHOWN ON THE PLAT OF DUNCAN ADDITION, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME "M" OF PLATS, PAGE 46, RECORDS OF YAKIMA COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 5;
THENCE EASTERLY ALONG THE NORTH LINE OF SAID LOT 5 AND ITS EASTERLY EXTENSION TO THE WESTERLY RIGHT OF WAY LINE OF THE BURLINGTON NORTHERN SANTA FE RAILROAD;

THENCE SOUTHWESTERLY ALONG SAID WESTERLY RIGHT OF WAY LINE TO ITS INTERSECTION WITH THE EASTERLY RIGHT OF WAY LINE OF SOUTH FIRST STREET, ALSO KNOWN AS STATE ROUTE 823;

THENCE NORTHERLY ALONG SAID RIGHT OF WAY LINE TO THE POINT OF BEGINNING.

SITUATED IN YAKIMA COUNTY, WASHINGTON. (TAX PARCELS: 181301-32001, 181301-32410, 181301-32404, AND 181301-32407).

be annexed to the City of Selah, and in support of said Petition, the undersigned persons representing the ownership of 100 percent of the annexation area, and (100%) in value according to the assessed valuation of said property for which annexation is petitioned; that said property is

"MCLAIN ANNEXATION"
PETITION FOR ANNEXATION

not now within the limits of any incorporated city; that said property is contiguous to the City of Selah; that a drawing of the boundaries of said property which is sought to be annexed is attached hereto as Exhibit A, "McLain Annexation Boundary"; that the City Council of the City of Selah has determined that it will accept the proposed annexation and that it will require the pro rata assumption of existing City indebtedness by the area proposed by this petition to be annexed, as referenced by the following recital from the minutes of the January 28, 2020, meeting of the Selah City Council.


I move we accept the McLain "Notice of Intent to Annex" petition; and

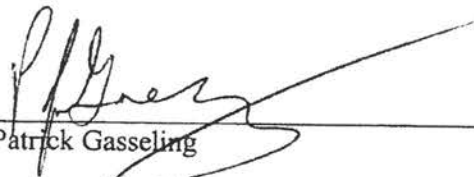
(1) Establish as the proposed annexation boundary the staff's recommended Exhibit "A";
and,

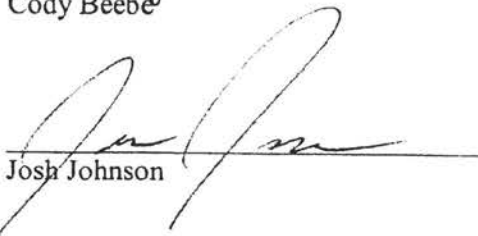
(2) If ultimately annexed the property would be zoned Business, General (B-2) on the date of annexation.

WHEREFORE, petitioner prays that the City Council make and enter this petition for annexation, fixing a time and place for a public hearing on this petition pursuant to RCW 35A.14.130; adopt a zoning classification for the property sought to be annexed as provided for in RCW 35A.14.120; and, that due notice be given of such public hearing and that at the conclusion of said public hearing that said property be annexed to the City of Selah.

The petitioner subscribing hereto agrees that all property within the territory sought to be annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Selah, including assessments or taxes for payment of any bonds issued or debts contracted prior to or existing at the date of annexation; and further that this petition constitutes a covenant granting the City of Selah a "right of first refusal" to secure ownership of any irrigation and/or domestic water rights appurtenant to the land.


Cody Beebe


Patrick Gasseling


Josh Johnson


Joe Catron

STATE OF WASHINGTON)
) ss.
County of Yakima)
"MCLAIN ANNEXATION"
PETITION FOR ANNEXATION

GIVEN under my hand and official seal this 3 day of February, 2020.

Signature Brandy La Tucker

Notary Public in and for the State of Washington
Residing at: Yakima
My Commission expires: 3-19-2023

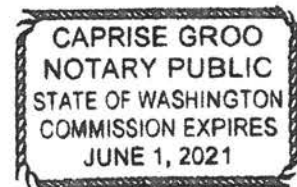


STATE OF WASHINGTON)
) ss.
County of)

GIVEN under my hand and official seal this 31st day of January, 2020.

Signature Caprice Grob

Notary Public in and for the State of Washington
Residing at: 1314 515th Ave Yg King WA
My Commission expires: June 1 2021



STATE OF WASHINGTON)
) ss.
County of)

**"MCLAIN ANNEXATION"
PETITION FOR ANNEXATION**

Signature Brandy S. Tucker

BRANDY LEA TUCKER
COMMISSION EXPIRES
03-19-2023
NOTARY
PUBLIC
LICENSE
NUMBER 152351
STATE OF MISSISSIPPI

On this day personally appeared before me Joe Catron to me known to be the individual described in and who executed the foregoing instrument and acknowledges that he signed the same as his free and voluntary act and deed.

Signature

CAPRISE GROO
NOTARY PUBLIC
STATE OF WASHINGTON
COMMISSION EXPIRES
JUNE 1, 2021

4 of 3

PETITION FOR ANNEXATION OF UNINCORPORATED PROPERTY

**IN THE MATTER OF THE PETITION)
FOR THE ANNEXATION OF THE) PETITION FOR ANNEXATION
BELOW DESCRIBED PROPERTY)**

COMES NOW, the following named persons:

Jackie and Deborah McLain
703 S. 1st Street
Selah, WA 98942

and petitions the City Council of the City of Selah that the following described property situated in Yakima County, WA., to wit:

THAT PORTION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 13 NORTH, RANGE 18 EAST, W.M. AND LOTS 5, 6, 7, AND A PORTION OF LOT 8, BLOCK 3, AND THOSE RIGHT OF WAYS AND ALLEY WAYS AS SHOWN ON THE PLAT OF DUNCAN ADDITION, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME "M" OF PLATS, PAGE 46, RECORDS OF YAKIMA COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 5;
THENCE EASTERLY ALONG THE NORTH LINE OF SAID LOT 5 AND ITS EASTERLY EXTENSION TO THE WESTERLY RIGHT OF WAY LINE OF THE BURLINGTON NORTHERN SANTA FE RAILROAD;
THENCE SOUTHWESTERLY ALONG SAID WESTERLY RIGHT OF WAY LINE TO ITS INTERSECTION WITH THE EASTERLY RIGHT OF WAY LINE OF SOUTH FIRST STREET, ALSO KNOWN AS STATE ROUTE 823;
THENCE NORTHERLY ALONG SAID RIGHT OF WAY LINE TO THE POINT OF BEGINNING.

SITUATED IN YAKIMA COUNTY, WASHINGTON. (TAX PARCELS: 181301-32001, 181301-32410, 181301-32404, AND 181301-32407).

be annexed to the City of Selah, and in support of said Petition, the undersigned persons representing the ownership of 100 percent of the annexation area, and (100%) in value according to the assessed valuation of said property for which annexation is petitioned; that said property is not now within the limits of any incorporated city; that said property is contiguous to the City of Selah; that a drawing of the boundaries of said property which is sought to be annexed is

"MCLAIN ANNEXATION"
PETITION FOR ANNEXATION

attached hereto as Exhibit A, "McLain Annexation Boundary"; that the City Council of the City of Selah has determined that it will accept the proposed annexation and that it will require the pro rata assumption of existing City indebtedness by the area proposed by this petition to be annexed, as referenced by the following recital from the minutes of the January 28, 2020, meeting of the Selah City Council.

I move we accept the McLain "Notice of Intent to Annex" petition; and

and, (1) Establish as the proposed annexation boundary the staff's recommended Exhibit "A";

(2) If ultimately annexed the property would be zoned Business, General (B-2) on the date of annexation.

WHEREFORE, petitioner prays that the City Council make and enter this petition for annexation, fixing a time and place for a public hearing on this petition pursuant to RCW 35A.14.130; adopt a zoning classification for the property sought to be annexed as provided for in RCW 35A.14.120; and, that due notice be given of such public hearing and that at the conclusion of said public hearing that said property be annexed to the City of Selah.

The petitioner subscribing hereto agrees that all property within the territory sought to be annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Selah, including assessments or taxes for payment of any bonds issued or debts contracted prior to or existing at the date of annexation; and further that this petition constitutes a covenant granting the City of Selah a "right of first refusal" to secure ownership of any irrigation and/or domestic water rights appurtenant to the land.

Jackie McLain

Deborah McLain
Deborah McLain

STATE OF WASHINGTON)
) ss.
County of Yakima)

On this day personally appeared before me Jackie McLain to me known to be the individual described in and who executed the foregoing instrument and acknowledges that he signed the same as his free and voluntary act and deed.

**"MCLAIN ANNEXATION"
PETITION FOR ANNEXATION**

January 23, 2020
City of Selah
HLA Project No. 20006

Legal Description for McLain Annexation

That portion of the Northwest Quarter of the Southwest Quarter of Section 1, Township 13 North, Range 18 East, W.M. and Lots 5, 6, 7, and 8, Block 3, and those right of ways and alley ways as shown on the Plat of DUNCAN ADDITION, according to the Plat thereof, recorded in Volume "M" of Plat, page 46, records of Yakima County, Washington, described as follows:

Beginning at the Northwest corner of said Lot 5;

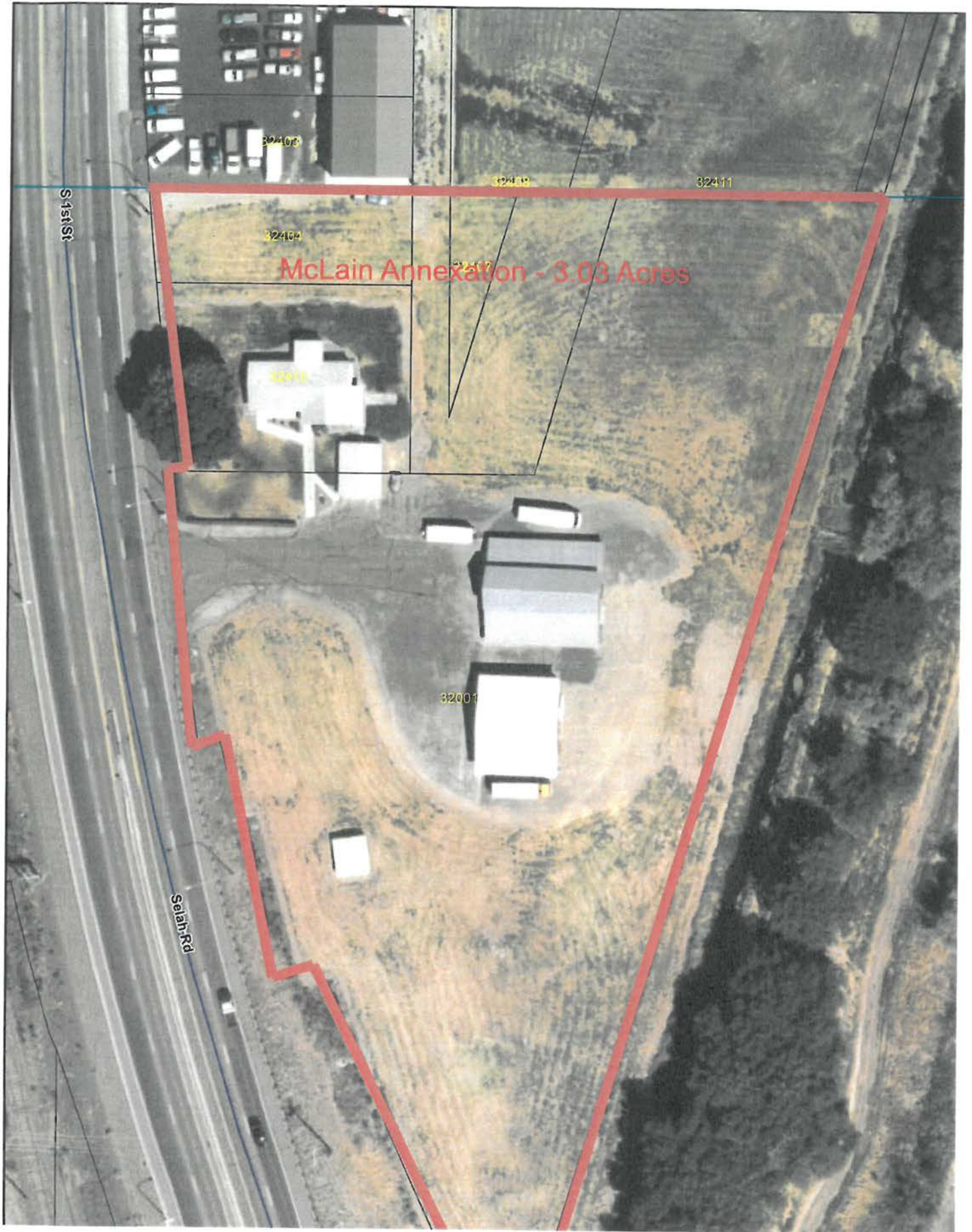
Thence Easterly along the North line of said Lot 5 and its Easterly extension to the Westerly right of way line of the Burlington Northern Santa Fe Railroad;

Thence Southwesterly along said Westerly right of way line to its intersection with the Easterly right of way line of South First Street, also known as State Route 823;

Thence Northerly along said right of way line to the Point of Beginning.

Situate in Yakima County, Washington.





CITY OF SELAH
AFFIDAVIT OF POSTING

STATE OF WASHINGTON) MCLAIN ANNEXATION
COUNTY OF YAKIMA)

I, Jeff Peters, being first duly sworn on oath disposes and says:

I am an employee of the City of Selah, 113 West Naches Avenue, Selah, Washington; that on the 31st day of January, 2020, I caused to be posted on, or adjacent to, the property proposed for annexation a minimum of three notices at three separate locations clearly visible to the general public, a true and correct copy of **NOTICE OF PUBLIC HEARING** (attachment A).

Said locations of posting being:


1. City of Selah Public Works, 222 S. Rushmore Road, Selah WA 98942.
2. City of Selah City Hall 115 W. Naches Avenue, Selah, WA 98942.
3. Approximate center of the subject annexation property.
4. City of Selah Civic Center 216 S 1st St, Selah, WA 98942.


Jeff Peters, Community Development Supervisor

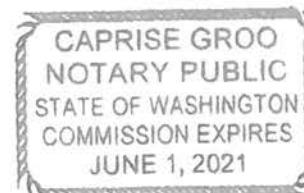
STATE OF WASHINGTON)
) ss.
County of Yakima)

On this day personally appeared before me Jeff Peters to me known to be the individual referenced herein and who caused to be posted the notices of annexation.

GIVEN under my hand and official seal this 31st day of January, 2020.


Caprise Groo

Notary Public in and for the State of Washington, residing at Yakima, WA. My term expires the 1st day of June, 2021.



DATE: January 31, 2020
TO: Simon Sizer – Yakima Herald Republic
FROM: Jeff Peters, Community Development Supervisor
SUBJECT: Notice of Public Hearing
PUBLICATION DATE: SATURDAY, February 1, 2020

CITY OF SELAH NOTICE OF PUBLIC HEARING

PROPOSED MCLAIN ANNEXATION

NOTICE IS HEREBY GIVEN BY THE CITY OF SELAH, WASHINGTON, THAT THE SELAH CITY COUNCIL WILL CONDUCT A PUBLIC HEARING ON TUESDAY, FEBRUARY 11TH, 2020, COMMENCING AT 5:30 P.M., OR AS SOON THEREAFTER AS PRACTICAL, IN THE COUNCIL CHAMBERS, SELAH CITY HALL, 115 W. NACHES, SELAH, WA., ON THE PROPOSED "MCLAIN." ANNEXATION.

THE PROPOSED ANNEXATION IS 3.03 ACRES IN AREA AND IS GENERALLY LOCATED EAST OF SOUTH 1ST STREET, AND SOUTH OF ELEVENTH AVENUE.

ADDITIONAL INFORMATION AND ANNEXATION MAPS ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CITY OF SELAH PLANNING DEPARTMENT, 222 SOUTH RUSHMORE ROAD, SELAH, WA.

ALL PERSONS WISHING TO OFFER COMMENTS FOR OR AGAINST THE PROPOSED ANNEXATION ARE ENCOURAGED TO ATTEND. ALL WRITTEN COMMENTS RECEIVED PRIOR TO THE DAY OF THE PUBLIC HEARING WILL BE CONSIDERED IN THE CITY COUNCIL DELIBERATIONS.

IF YOU HAVE ANNEXATION OR PROCEDURAL QUESTIONS PLEASE FEEL FREE TO CONTACT JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR IN PERSON AT 222 SOUTH RUSHMORE ROAD, SELAH, WA OR BY PHONE AT (509) 698-7365, BY FAX AT (509) 698-7372 OR BY E-MAIL AT jeff.peters@selahwa.gov.

DATED THIS 31ST DAY OF JANUARY 2020.

JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

2/11/2020 M – 1a

Title: Authorization for purchase of five (5) Panasonic Toughbook 55 laptop computers, five (5) Gamber-Johnson docking stations and one (1) Havis mounting kit, each and all for usage inside Police vehicles.

From: Richard Hayes, Chief of Police

Action Requested: Approval

Staff Recommendation: Approve the authorization.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: : This would be a one-time purchase.

Funding Source: \$16,238.21 from Fund 170 Current Expense Equipment Reserve

Background / Findings & Facts: In January, our tech services (Yakima City Tech Services) began installing Windows 10 in our police Mobile Data Terminals (MDTs). Unfortunately, five of our MDTs were too old for Windows 10 to be installed and the operating system currently utilized on those five MDTs (Windows 7) is no longer supported by Microsoft. The City has obtained a written quote from CDW+G (a copy of which is attached) for a cumulative price of \$16,238.21. The items specified in the quote will allow the City to replace the five MDTs. Specifically, the City would purchase five (5) Panasonic Toughbook 55 laptops, five (5) Gamber-Johnson docking stations and one (1) Havis mounting kit. The per-item quoted price for the laptops is a state bid/contracted price. The docking stations are approved models per Criminal Justice Information Services (CJIS). The mounting kit would be



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



utilized in a detective's vehicle that currently utilizes mounting hardware that will be incompatible with the new docking station. These expenditures were not originally budgeted for.

Recommended Motion: Move to approve the authorization.

QUOTE CONFIRMATION



DEAR JONNY PINEDO,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------|
| LFQD177 | 2/4/2020 | FZ-55 | 2954934 | \$16,238.21 |

| QUOTE DETAILS | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|------------|-------------|
| ITEM | QTY | CDW# | UNIT PRICE | EXT. PRICE |
| Panasonic TOUGHBOOK 55 14" Core i5-8365U 8GB RAM 512GB Windows 10 Pro Mfg. Part#: FZ-55C0601VM Contract: National IPA Technology Solutions (2018011-01) | 5 | 5730415 | \$2,099.32 | \$10,496.60 |
| Gamber-Johnson - docking station - VGA, HDMI Mfg. Part#: 7170-0250-P UNSPSC: 43211602 Contract: National IPA Technology Solutions (2018011-01) | 5 | 3960771 | \$891.12 | \$4,455.60 |
| Havis C-MD 202 - mounting kit Mfg. Part#: C-MD-202 UNSPSC: 31162313 Contract: National IPA Technology Solutions (2018011-01) | 1 | 1897883 | \$55.39 | \$55.39 |

| PURCHASER BILLING INFO | | SUBTOTAL | \$15,007.59 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------|-------------|
| Billing Address: CITY OF YAKIMA ACCOUNTS PAYABLE 129 N 2ND ST YAKIMA, WA 98901-2637 Phone: (509) 575-6000 Payment Terms: Net 30 Days-Govt State/Local | | SHIPPING | \$0.00 |
| | | SALES TAX | \$1,230.62 |
| | | GRAND TOTAL | \$16,238.21 |
| DELIVER TO | | Please remit payments to: | |
| Shipping Address: CITY OF YAKIMA JONNY PINEDO 129 N 2ND ST YAKIMA, WA 98901-2637 Phone: (509) 575-6000 Shipping Method: | | CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515 | |

Need Assistance? CDW•G SALES CONTACT INFORMATION



Dan Ferner

(866) 465-9919

danfern@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

© 2020 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

2/11/2020 N – 1

Title: Resolution authorizing the Mayor to sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc., engaging Scout Lake Construction to provide construction services for the “Well No. 6 and Zone 3 Pump Station Rebuild Project”.

From: Joseph K Henne, Public Works Director

Action Requested: Approval

Staff Recommendation: Staff requests the City Council to authorize the Mayor to sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc., engaging Scout Lake Construction to provide construction services for the “Well No. 6 and Zone 3 Pump Station Rebuild Project”.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: \$130,813.80

Funding Source: 411 000 094 34 65 43

Background / Findings & Facts: The City’s well number 6 location suffered damage in December 2018 due to a fire caused by a defective heater. The fire damaged parts of the ceiling, trusses, roofing and also some of the electrical components. The City submitted an insurance claim and then solicited bids for the necessary repairs. A total of six (6) bids were received. The lowest bid was from Scout Lake Construction, Inc. That bid came in at a price of \$130,813.80, which was approximately thirty-eight percent (38%) below the expected cost (with the expected cost having been estimated by the City’s contracted engineering firm, HLA Engineering and Land Surveying, Inc.). Attached hereto is a “Bid Summary”



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



and letter of recommendation from HLA Engineering & Surveying. Via that letter, HLA Engineering & Surveying recommends that the City award this project to Scout Lake Construction, Inc.

Recommended Motion: Move to approve the Resolution.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:

Action Taken:

1/21/2020

Well No. 6 and Zone 3 Pump Station Rebuild Bid
Opening

1/5/2020

Advertisement for Bids

RESOLUTION NO. _____

Resolution authorizing the Mayor to sign a Construction Contract between the City of Selah and Scout Lake Construction, Inc., engaging Scout Lake Construction to provide construction services for the “Well No. 6 and Zone 3 Pump Station Rebuild Project”.

WHEREAS, the City of Selah desires to rebuild the existing Well No. 6 and Zone 3 Booster Pump Station that was severely damaged in December 2018 due to fire; and

WHEREAS, after seeking bids the City wishes to award the construction contract to the low bidder, Scout Lake Construction, Inc., of Selah Washington.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be authorized to sign a Construction Contract with Scout Lake Construction, Inc., engaging Scout Lake Construction to provide construction services for the “Well No. 6 and Zone 3 Pump Station Rebuild Project”.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 11th day of February 2020.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

Rob Case, City Attorney



January 21, 2020

City of Selah
222 So. Rushmore Road
Selah, WA 98942

Attn: Mr. Joe Henne

Re: City of Selah
WELL NO. 6 AND ZONE 3 PUMP STATION REBUILD
HLA Project No.: 19148
Recommendation of Award

Dear Mr. Henne:

The bid opening for the above referenced project was held at Selah Public Works at 11:00 a.m. on Tuesday, January 21, 2020. A total of six (6) bids were received with the low bid of \$130,813.80, being offered by Scout Lake Construction, Inc., of Selah, Washington. This low bid is approximately thirty-eight (38) percent below the Engineer's Estimate of \$210,990.00.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Selah award a construction contract to Scout Lake Construction, Inc., in the amount of \$130,813.80. Please send us a copy of the City of Selah Council minutes authorizing award of this project.

Enclosed are copies of the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Justin L. Bellamy", is written over a faint, larger signature.

Justin L. Bellamy, PE

JLB/crf

Enclosures

Copy: Caroline Fitzsimmons, HLA
Marcy Howard, HLA



**CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY**



Council Meeting Action Item

2/11/2020 O – 1

Title: ORDINANCE AMENDING THE 2020 BUDGET FOR WEST
GOODLANDER ROAD IMPROVEMENTS

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approve Ordinance.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: \$ 580,080

Funding Source: Washington State Transportation Improvement Board grants of \$ 410,832, Selah School District \$ 20,708 and fund 115 Local Access Street Improvements \$ 148,540.

Background / Findings & Facts: To amend the 2020 Budget for a project to improve the road surface on West Goodlander Road between First Street and Lander Road and to construct a sidewalk on the Southern side.

Recommended Motion: I move to approve an Ordinance amending the 2020 Budget for expenditures to improve the road surface and construct a sidewalk on West Goodlander Road between First Street and Lander Road.



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:

Action Taken:

8/15/2019

Council approved Transportation Improvement Board Funding applications for West Goodlander Road

1/28/2020

Council accepted fuel tax grant distribution agreements with the Washington State Transportation Improvement Board for TIB West Goodlander Road and sidewalk improvement projects.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2020 BUDGET FOR WEST GOODLANDER ROAD IMPROVEMENTS

WHEREAS, the City desires to adjust the 2020 Budget for improvements on West Goodlander Road;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain as follows: that the Clerk-Treasurer be authorized to amend the 2020 Budget as follows:

111 Street Improvement

| | | |
|--------------------------|---------------------------------------------|------------|
| 111.000.095.334.38.00.00 | Transportation Improvement Board Grant | \$ 410,832 |
| 111.000.095.367.00.00.00 | Selah School District Contribution | 20,708 |
| 111.000.095.397.00.00.00 | Operating Transfers-In | 148,540 |
| 111.000.095.595.30.63.41 | W Goodlander Sidewalk | \$ 207,080 |
| 111.000.095.595.30.63.42 | W Goodlander – 1 st St to Lander | 373,000 |

115 Local Access Street Improvement

| | | |
|--------------------------|------------------------------------------|------------|
| 115.000.097.597.00.01.00 | Operating Transfer-Out – F111 St Improv | \$ 148,540 |
| 115.000.008.508.10.00.00 | New Ending Unreserved Cash & Investments | \$ 69,427 |

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 11th day of February 2020.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Rob Case, City Attorney



CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY



Council Meeting Action Item

2/11/2020 O – 2

Title: ORDINANCE AMENDING THE 2020 BUDGET FOR A POLICE VEHICLE

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approve Ordinance.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: \$ 56,000

Funding Source: Fund 170 Current Expense Equipment Reserve

Background / Findings & Facts: To amend the 2020 Budget for the purchase of a Police vehicle which was budgeted and ordered in 2019, but not received by year end.

Recommended Motion: I move to approve an Ordinance amending the 2020 Budget for the purchase of a Police vehicle which was budgeted and ordered in 2019, but not received by year end.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2020 BUDGET FOR A POLICE VEHICLE

WHEREAS, the City desires to adjust the 2020 Budget for the purchase of a Police vehicle which was budgeted and ordered in 2019, but not received by year end;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain as follows: that the Clerk-Treasurer be authorized to amend the 2020 Budget as follows:

001 General

| | | |
|--------------------------|------------------------|-----------|
| 001.000.094.594.21.64.00 | Cpital Outlay - Police | \$ 56,000 |
|--------------------------|------------------------|-----------|

| | | |
|--------------------------|------------------------|-----------|
| 001.000.097.397.00.00.00 | Operating Transfers-In | \$ 56,000 |
|--------------------------|------------------------|-----------|

170 CE Equipment Reserve

| | | |
|--------------------------|---------------------------------------|-----------|
| 170.000.097.597.00.01.00 | Operating Transfer-Out – F001 General | \$ 56,000 |
|--------------------------|---------------------------------------|-----------|

| | | |
|--------------------------|----------------------------------------|------------|
| 170.000.008.508.10.00.00 | New Ending Reserved Cash & Investments | \$ 541,911 |
|--------------------------|----------------------------------------|------------|

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 11th day of February 2020.

Sherry Raymond, Mayor

ATTEST:

Dale E. Novobielski, Clerk-Treasurer

APPROVED AS TO FORM:

Rob Case, City Attorney