

SELAH CITY COUNCIL

5:30pm December 8, 2020



Selah City Council Regular Meeting Tuesday, December 8, 2020 5:30pm Via Zoom Mayor: Mayor Pro Tem: Council Members: Sherry Raymond Roger Bell Russell Carlson Jacquie Matson Kevin Wickenhagen Clifford Peterson Suzanne Vargas Michael Costello

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. Katrina Henkle, Selah Downtown Association Update
- H. Getting To Know Our Businesses None
- Communications

We are presently conducting the regular meeting portion of today's session. State law does not require a noncharter code city, such as the City of Selah, to allot time for public comment during a regular meeting between the Mayor and City Council. Historically, the City has chosen to allot time for public comment during its regular meetings, subject to a maximum of two minutes per commenter and common-sense standards of decorum. Recently, those standards of decorum have been increasingly infringed.

Those wishing to offer public comments during a regular meeting must comply with the following process and standards. Each commenter must state his/her full name and whether he/she is a registered voter residing within the city limits of Selah. Each commenter is limited to one comment and a maximum duration of two minutes per regular meeting. A maximum of thirty minutes per regular meeting will be allotted for all public comments. Comments must be constructive and respectful; no profanity, insults, defamation, or direct or implied personal attacks will be allowed. Criticism of City policy is allowed, but personal criticism of any individual is not allowed. The public comment process is not a question-and-answer process. Also, each commenter should speak solely for himself/herself rather than purporting to speak on behalf of others, repeating verbatim or nearly verbatim what another commenter has said, or repeating what a written document says.

In-person comments will be heard from the podium in the order offered by commenters (and during the Covid shutdown, written comments will be read aloud in the order received by City staff and telephonic comments may also be heard). The Mayor may cut off any in-person or telephonic comment that he/she deems inappropriate (and City staff, at the direction of the Mayor, may disallow or modify any written comment that is deemed inappropriate).

These standards are subject to revision. Those who infringe the applicable standards may be barred from offering public comments during future regular meetings.

Public comment during regular meetings is not the exclusive method to communicate with the Mayor or the City Council on any topic. People may send emails or letters, leave voicemails, or request in-person meetings, to or with the Mayor or any member(s) of the City Council. The Mayor and each member of the City Council has personal discretion over how and when he/she might respond to emails, letters, voicemails, and requests for in-person meetings.

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: November 24, 2020 Council Meeting
- Dale N. *
- 2. Approval of Claims & Payroll

L. Public Hearings

Joe Henne

 Open Record Public Hearing to consider adoption of Water Use Efficiency Goals and Measures, required by the Washington State Department of Health in conjunction with the update of the City of Selah's 2021 Water System Comprehensive Plan.

Jeff Peters

 Open Record Public Hearing regarding a recommendation by the City of Selah Community Development and Planning Department that the City Council adopt the 2018 International Code Updates to the following building codes and standards: International Building; Residential; Energy; Mechanical; Existing Building; Property Maintenance; Uniform Plumbing; Fire; Fuel Gas; and Swimming Pool and Spa

Joe Henne

3. Open Record Public Hearing to take public comment and consider adoption of a resolution authorizing the mayor to sign an application for federal assistance from the U.S. Department of Agriculture, Rural Development, Rural Utilities Service requesting \$2,036,290.00 in funding to be used to construct the City of Selah's "Wastewater Collection System Improvement Project".

M. General Business

New Business

None

2. Old Business

None

N. Resolutions

Dan Christman *

- 1. Resolution declaring police service weapon surplus and authorizing disposition of the same as additional consideration for service provided
- Dale Novobielski 2. Resolution Revising Rates For 2021 Water Utility Services
- Dale Novobielski 3. Resolution Revising Rates For 2021 Sewer Utility Services
- Dale Novobielski 4. Resolution Revising Rates For 2021 Solid Waste Utility Services

Joe Henne

5. Resolution of the City of Selah, Washington Adopting Water Use Efficiency (WUE) Goals and Measures.

Joe Henne

6. Resolution of the City of Selah, Washington authorizing the Mayor to sign an Application for Federal Assistance from the U.S. Department of Agriculture, Rural Development, Rural Utilities Service requesting \$2,036,290.00 in funding to be used to construct the City of Selah's "Wastewater Collection System Improvement Project".

O. Ordinances

Jeff Peters

- Ordinance Amending Title 11 of the Selah Municipal Code Relating to the Regulation of Building Codes and Standards, so as to Adopt the 2018 International Code Updates
- Dale Novobielski 2. Ordinance Adopting the Budget for the City of Selah, Washington for the Year ending December 31, 2021
- Dale Novobielski 3. Ordinance Establishing the 2021 Base Salary and Wage Schedule for Management, Confidential and Unrepresented Employees
- Dale Novobielski 4. Ordinance Amending the 2020 Budget for Miscellaneous Expenditures

P. Public Appearances

None

Q. Reports/Announcements

- 1. Departments
- Council Members
- City Administrator
- Boards None
- Mayor
- R. Executive Session None
- S. Adjournment

Next Regular Meeting January 12, 2021

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

12/8/2020

K-1

Title: Approval of Minutes: November 24, 2020 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)

City of Selah Council Minutes November 24, 2020

Regular Meeting Electronically Via Zoom 115 West Naches Avenue Selah, WA 98942

A. Call to Order

Mayor Raymond called the meeting to order at 5:30 pm.

B. Roll Call

Members Present:

Kevin Wickenhagen; Jacquie Matson; Clifford Peterson; Roger Bell:

Russell Carlson; Suzanne Vargas; Michael Costello

Members Absent:

None

Staff Present:

Donald Wayman, City Administrator; Rob Case, City Attorney; Dale Novobielski, Clerk/Treasurer; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Treesa Morales, Public

Records Specialist; 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 Matt Alexander gave the prayer.

F. Agenda Changes

None

- G. Public Appearances/Introductions/Presentations
 - 1. Katrina Henkle, Selah Downtown Association Update

Katrina Henkle, Selah Downtown Association (SDA) Executive Director, addressed the Council. She said that Chief Christman started his meetings with businesses last week, and they would continue holding meetings via Zoom. She remarked that the lighted trucks would be coming into town December 4, starting on Southern Avenue at 5:30pm, and that a map would be posted on the SDA Facebook page. She encouraged people to shop small, shop Selah for small business Saturday, to support local businesses.

H. Getting To Know Our Businesses

None

I. Communications

1. Oral

Mayor Raymond opened the Public Meeting.

City Attorney Case read aloud the rules of conduct as stated in the Agenda.

Executive Assistant Lake said that there were three comments submitted.

From Bill Callahan:

Combining the HR and City Attorney jobs is a terrible idea. Do not make this irreparable mistake.

From Taryn Franck:

In my opinion it is completely inappropriate to combine the human resource position with legal services. I urge the council members to not even consider this as an option and ask that the city consider other applicants for the human resource position.

From Jim Mesplie:

Good evening,

I am writing in regards to the proposed 2021 City of Selah Budget and my concern about consolidating the full-time City Attorney position and the HR function under one role.

I assume Mr. Rob Case, since he is currently contracted with the City of Selah, has his own legal practice outside of his normal duties right now. To make him an full-time employee as a City Attorney while maintaining his own private practice I think that's not changing anything work wise, just a title and employee benefits to boot. To throw in responsibilities of Human Resources would not only be too much but more importantly shouldn't be the same person. I've worked in organizations that HR & Legal are in the same department but never would they be the same person and those departments were at the top of the organization chart to maintain independence.

To save a mere \$16k in regular pay when all of the City employees do not have a true Human Resources professional working for them in regards to employee benefits, employer-employee relations, maintain employee policies and keeping them updated as labor laws change, addressing employee complaints/questions/concerns. I believe, as a result, there would be some employee turnover and the City of Selah could lose some great employees for a small amount of savings overall.

Thank you for your time,

Jim Mesplie

Mayor Raymond closed the Meeting.

Written

None

J. Proclamations/Announcements

None

K. Consent Agenda

Council Member Peterson moved to add N-4 to the Consent Agenda.

Council Member Vargas stated that she had a question regarding N-4.

Council Member Peterson withdrew his motion.

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: November 10, 2020 Council Meeting
- * 2. Approval of Claims and Payroll:

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Payroll Checks Nos. 83898 – 83910 for a total of $201,884.71
Payroll Checks Nos. 83911 – 83948 for a total of $141,530.94
Claim Checks Nos. 75699 – 75763 for a total of $329.553.47
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- * 3. Resolution N 2: Resolution Declaring and Accepting the West Goodlander Road Resurfacing and Sidewalk Improvements TIB Project Number P-E-182(P01)-1 / 3-E-182(005)-1 as Complete
- * 4. Resolution N 3: Resolution Authorizing the Mayor to sign a "WSDOT Supplemental Agreement Number 6 Between the City of Selah and HLA Engineering and Land Surveying, Inc. for Construction Services of the East Goodlander Road Improvements Project"
- * 5. Resolution N 5: Resolution enacting Temporary Suspension of the Requirements and Enforcement of SMC 10.34.020 Off-Street Parking Spaces Table 34-1 Retail, Trade, and Services land use category for existing businesses located within the Professional Business and General Business zoning districts who choose to expand or establish outdoor sales areas

Council Member Bell moved, and Council Member Peterson seconded, approval of the Consent Agenda as read. By a show of hands, approval was unanimous.

L. Public Hearings

 Closed Record Public Hearing to Consider the Hearing Examiner's Recommendation Regarding a Rezone PD-2020-001) of the subject property to Planned Development and approval of the Preliminary Plat of "Hillside Estates" (PLP-2020-002) and Adopting Findings and Conditions of Preliminary Plat Approval

Community Development Supervisor Peters addressed L-1. He said that this was a Closed Record Public Hearing on the Rezone and Planned Development for the preliminary Plat of Hillside Estates and

for adoption of the findings and conditions of preliminary plat approval. He went on to say that the developer, NCW aka Selland Construction of Wenatchee, Washington, was also the developer of record of the Valhalla subdivision, and that their master Planned Development in the vicinity of West Goodlander, Lander and Speyers Roads, proposes seven developable single-family residential lots with one lot designated as open space. He added that the Hearing Examiner held an Open Record Public Hearing on 8/9/2020 and issued his recommendation of approval subject to the conditions and previsions of the Planned Development Ordinance, and the two members of the public present were Serena Rose and the applicant Stephanie Flowers who represents Selland Construction. He commented that the Hearing Examiner's hearing was conducted via Zoom in accordance with State law, with notices placed in the paper and sent to abutting property owners, and that appropriate notice was also given for tonight's Closed Record Public Hearing, during which only those members of the public who spoke at the Open Record Public Hearing may speak. He recommended that Council hold the hearing, take testimony, and approve the accompanying Resolution and Ordinance approving the Planned Development.

Mayor Raymond opened the Closed Record Public Hearing.

Council Member Carlson remarked that the Hearing Examiner talked about the requirements of grade and the roundabout diameter as pertained to a private road, as it didn't fall under public road, reading aloud the relevant portion of the Hearing Examiner's recommendation from the Council packet. He requested clarification as to whether it was a public or private road, referencing an email from Ms. Flowers, also in the packet, that mentioned it was intended to be a public road.

Community Development Supervisor Peters replied that when Selland submitted the application, their hope was that it could be developed as a public road and that Selland had unsuccessfully tried to purchase enough property from an abutting property owner to make a public road. He went on to say that they proceeded as if Selland were able to develop that right of way, but they were unable to do so, and Fire has reviewed and approved the turnaround and grade, submitting a letter to Public Works accepting that. He noted that the neck down portion of the entry that meets Public Works standard for road width.

Council Member Carlson asked for confirmation that they have a letter from Fire Chief Hanna saying that those are satisfactory as shown in their design.

Community Development Supervisor Peters replied in the affirmative, noting that the Hearing Examiner didn't have it at the time, as they were still in the process of trying to work through a design at that time.

Council Member Carlson inquired as to the slope area and usability of the lot to be a common area.

Community Development Supervisor Peters responded that it was quite steep, but they put forth a design to have it be a walking area with benches to view the area around.

Stephanie Flowers, Selland Construction, said that she didn't know the grades for parcel off hand, but design-wise they looked at making it the most usable space they could.

Council Member Carlson asked if it was to be a walking space.

Ms. Flowers answered that it would be either a walking space or a green space.

Council Member Carlson wondered about a time requirement for completion.

Community Development Supervisor Peters didn't believe that the Hearing Examiner put in a time requirement, although he added that it would be prior to the last building permit that they finalize that the space was constructed before finalizing the whole development.

Council Member Carlson expressed confusion over the notes on the Conditions, Covenants, and Restrictions (CCRs), as there was no date given for those adjustments, making it unclear whether they were done before or after the Hearing Examiner's recommendation.

Community Development Supervisor Peters replied that it came after, and that it was a requirement of the Hearing Examiner that they submit them as the Ordinance requires that they submit CCRs for final review and approval. He noted that they did provide Selland some general comments about them, and while they do meet the intent of the Planned Development Ordinance, but they aren't finalized yet.

Council Member Bell indicated what he felt was a misprint on Exhibit 1-E where it says the analysis to City of Yakima arterial streets.

Community Development Supervisor Peters responded that he thought that was a misprint.

Council Member Costello was curious about what would happen in the winter coming down that hill, as people still struggle coming down and stopping on Lander during inclement weather. He wondered if they had discussed how they would be addressing that issue.

Community Development Supervisor Peters answered that the developer or homeowner's association would be required to have a road maintenance fund for things like snow removal and deicing to make sure the road was passable for emergency vehicles at all time.

City Administrator Wayman asked if the grade exceeded ten percent and if so, by how much.

Community Development Supervisor Peters thought it was eleven percent.

Ms. Flowers confirmed that it was just over eleven percent, adding that the other thing the engineers looked at was the runout at the bottom and where the slope transitions, to make sure the road flattens out coming into the stop sign, and that it is flatter coming out of Speyers then coming up into a grade.

Council Member Costello wondered if there would be liability issues for the City.

Community Development Supervisor Peters replied in the negative, saying that because it's a private road they're responsible for keeping it clear.

Ms. Flowers added that they did submit a draft of the road maintenance agreement as part of the HOA.

Community Development Supervisor Peters commented that was what Council Member Carlson was commenting on earlier.

Mayor Raymond asked if they had a motion.

Council Member Carlson answered that it would be done later.

Community Development Supervisor Peters concurred, saying that they should close the hearing and move onto other items.

Seeing no one else wish to speak, Mayor Raymond closed the Closed Record Public Hearing.

2. Open Record Public Hearing to discuss the proposed 2021 Budget for the City of Selah

Clerk/Treasurer Novobielski addressed L-2. He said that Council held Zoom meetings Wednesday, Thursday, and Friday last week to discuss the 2021 budget and reviewed the highlights of the proposed budget as proposed.

Council Member Carlson inquired if this was an Open Record Public Hearing.

Mayor Raymond replied in the affirmative. She opened the Public Hearing, reminding the public to stay on the topic of the 2021 Budget and to raise their hands if they wish to speak.

Julianne Moore was recognized and invited to speak.

Ms. Moore commented that the new budget allocates funds to hire the Human Resources (HR)/Attorney position.

City Administrator Wayman replied that in the proposed budget they have allocated funds to hire the attorney position and would consolidate HR with that position as it stands at this point.

Ms. Moore asked if it would go out for open recruitment so people can apply.

City Administrator Wayman responded that was a question is for another day, as she was asking about deliberations the Mayor and himself would have at a later date, noting that typically they go in-house first, and although they haven't explored that with the current City Attorney, they would if Council sees fit to approve the position.

Council Member Bell remarked that he would be more comfortable adding a full-time attorney position that wasn't directly tied to HR by title.

Council Member Carlson echoed Council Member Bell to a point, saying that one thought he had was that they don't have a forever need for a full-time attorney. He wondered if they had considered offering an annual increase based on additional hours requested and allow him to have additional clients, then reduce back when needed.

Mayor Raymond answered that they didn't discuss that; they discussed the need for a full-time attorney.

Council Member Carlson recommended that they could save approximately fifteen thousand in benefits going that route while allowing the City Attorney to do additional work on the side and manage his load. He referred to the provided organizational chart, asking about the finance assistant position listed under Clerk/Treasurer that he wasn't sure was discussed during budget meetings.

City Administrator Wayman responded that he was looking at a part-time employee to replace Ms. Huri, and that there would be a budget adjustment if they need to do that.

Clerk/Treasurer Novobielski commented that the current budget does contain payroll costs for that parttime position up front, but he was thinking to explore increasing some of the hours up front not to exceed twenty hours a week. He went on to say that currently his department is using approximately sixty percent of that fifty percent position, with Ms. Huri serving a lot more time at Fire.

Council Member Carlson asked if that was considered in the 2021 proposed budget.

Clerk/Treasurer Novobielski answered that it was budgeted, but not at a full fifty percent.

City Administrator Wayman stated that there would be more discussion about that later.

Council Member Carlson had concerns about raises being provided throughout the City above and beyond the planned two percent and requested the reasons why making they were making those proposals when they were unsure what to expect in 2021 based on COVID restrictions.

City Administrator Wayman said that his proposal to offer City Attorney Case more money to do more work for the City even though the current contract doesn't break down by hour has some realities that would strike against doing that, as City Attorney Case has a lucrative practice as it is, and if they ask for thirty percent more than he currently does, what does that do to his practice and would he even do that. He believed that it would put their current contract attorney at a disadvantage economically to ask him to eschew clients for a period of time based on the City's needs.

City Attorney Case stated that to his knowledge there had been no previous discussion about increasing the monthly amount, but it would be one City Administrator Wayman and the Mayor would have. He went on to say that it's a little hard to assess the merits of that in the abstract, as like anything in life seems like everything happens at the same time, and as far as comments regarding the attorney's practice, he hasn't been offered nor is he thinking about an in-house job. He added that the bulk of his practice in a normal year is court work, as he's a litigator in courts all throughout the State, and the reality would likely be his practice taking more and more of his time during work hours rather than being able to devote more time to the City on a contract basis.

City Administrator Wayman asked if they had answered adequately.

Council Member Carlson replied in the affirmative.

City Administrator Wayman said that, with regard to the four clerical employees, those individuals were proposed a three hundred dollar a month increase above and beyond the two percent for internal balancing with regard to pay for Police Department union employees and the intent to get an established balance back into place. He added that they also looked at outside municipalities and would be keeping pace with other municipalities, using the recent hiring of their Accounts Payable/Payroll clerk as an example. He explained that these individuals aren't just clerks, as Executive Assistant Lake handles the minutes and just about anything else the Mayor, himself or Council needs for administrative support; Court Administrator/Clerk Garcia handles the court responsibilities; Utility Billings Clerk Bigby knows almost everyone in Selah, and the new Accounts Payable/Payroll Clerk Angela Dean is a star. He commented that he doesn't want those having a hard time to think they are thumbing their noses at them and proposing raises for those who don't deserve it, as these folks are overdue and need to be paid at a competitive rate.

Council Member Carlson requested clarification on how long the newest clerk had worked for them.

City Administrator Wayman answered that she had been there a month.

Council Member Carlson questioned her coming there for the competitive rate and the giving her a seven percent raise.

City Administrator Wayman pointed out that the wage needs to be competitive. He said that Public Works Administrative Assistant Groo has had an increase in responsibilities from last year, as she does most of the administrative load for Public Works Director Henne, and as she's significantly improved in the way she gets work done, Public Works Director Henne proposed this raise to reward her for both her improvement and the increased responsibility she has. He commented that, with regard to Clerk/Treasurer Novobielski, Public Works Director Henne and Fire Chief Hanna, the proposal would keep them on par with the new Police Chief, but it was left to Council to decide whether they wanted to have equal and commensurate department heads to be equal with the Police Chief. He noted that Public Works Utility Supervisor Jones has increased some responsibilities under Public Works Director Henne and is handling more administrative responsibilities than he had in the past, and finished by saying that Planning & Building Permit Specialist Tucker has a small raise.

Council Member Carlson requested clarification on the increase in pay to the Public records Specialist over last year.

City Administrator Wayman replied that it aligns their Public Records Access Clerk with other cities, putting her in the middle of the pay zone for Public Records Access Specialist with similar sized cities,

Council Member Carlson pointed out that it was a nineteen percent increase over the previous person in that position and wondered if they were expecting an increase when she was no longer in training.

City Administrator Wayman responded in the negative, as she's coming from the Parks & Recreation Department as a department head in a lateral move to the specialist job.

Council Member Carlson inquired as to how employees establish longevity in a position.

Clerk/Treasurer Novobielski asked if he was talking about the annual longevity pay.

Council Member Carlson wondered how one qualifies.

Clerk/Treasurer Novobielski answered that on the employee's fifth anniversary there's a two percent amount paid the Monday before Thanksgiving, and at ten years that amount is increased to five percent. He went on to say that the latest Teamsters contract had those who have twenty years increased to seven percent, and he believed they had ten or more people with an excess of twenty or more years.

Council Member Carlson was of the opinion that they should not be combining these two positions and if they have a significant need at any time for an HR position that it would be independent. He also didn't feel there was justification to raise salaries to be in line with one department head, are there are numerous factors that go into why raises should be given.

Council Member Matson did see a need for a full-time attorney, as she believes there is more than enough work on that level alone, and would like for that to be considered as an option without the HR added. She echoed Council Member Carlson's concern about wages for the three department heads, as the assumption was when hired they hired the Police Chief that there was a negotiation for that wage and in her opinion, they shouldn't bring up other wages to meet that negotiated wage.

Council Member Wickenhagen agreed there was a need for a full-time attorney, although he didn't like combining that with HR. He suggested they explore hiring a contract HR person on an as-needed basis. He also disagreed with an increase to meet the Police Chief's wages, adding that usually the Police Chief is paid more than other department heads.

Council Member Matson wanted to clarify that is they hire a full-time attorney, that attorney would be representing the City of Selah and not have outside clients.

City Administrator Wayman replied that would be correct, but they need to remember that the person would need to have the opportunity to offload other clients, as any candidate worth their salt will have clients they need to allow to manage cases until they're through, without taking on new cases.

Council Member Matson thanked him for the clarification.

Council Member Vargas echoed the desire for an independent HR person and considering a part-time contract person, and also the concerns regarding significant raises. She appreciated the desire to retain the people they have, but cautioned justifying raises to match a contracted rate. She expressed curiosity as to whether they would be separating the HR and attorney position, the salary they would be offering, and how it compared to outside municipalities, as the rate they were seeing was a significantly higher rate than what was shot down in July of last year.

City Administrator Wayman responded that the salary for the position is close to or equal to the City attorney in Yakima, although he has a full staff of attorneys and clerks while this would be a standalone person who would have to handle all their own clerking and research. He went on to say that right now they were had a part-time attorney at one hundred twenty thousand annually, and given how shallow and wide the pool of qualified attorneys is in this region, they would be adding medical, dental, vision and

An additional forty thousand per year above the amount currently paid for a part-time attorney to secure a qualified individual. He noted that Ellensburg was comparable but they also have an assistant attorney, and opined that they have hit the sweet spot for legal services to have the right person.

Council Member Peterson echoed the sentiment that one big hang-up they have is with the title, as he does see the need for a full-time attorney, such as they had until recently. He didn't recall whether they had someone officially designated at HR aside from Human Resources Manager Potter, but he didn't see that as a full-time need. He said that as far as equalization pay goes, he wondered who they were equalizing it with, opining that pay needs to be done on experience and merit, and they need to be competitive with similar pay for similar responsibilities across the board. He understood the logic but wasn't sure the numbers were matching yet.

City Administrator Wayman stated that at present he was handling eighty percent of the HR work and would be happy to do so as long as his tenure lasts, noting that it's an addition of duty but not significant enough to keep him from accomplishing what he needs to do on a daily basis as the City Administrator. He remarked that they could drop the HR moniker from the City Attorney position, although they wouldn't be hiring another HR specialist as it was a position that was ad hoc so he didn't have to layoff an intelligent and capable individual.

Council Member Carlson questioned the five-thousand-dollar payment for medical benefits to the City Administrator when there was an agreement in 2015 that they would compensate him rather than pay medical benefits.

City Administrator Wayman explained that when the auditors for NW Administrators did an audit a year ago regarding how the City was paying for insurance through Teamsters Plan Z they required that the City pay for him to stay in the plan, which he hadn't been in previously, or they would drop the non-represented employees. He went on to say that after doing some research it was determined that a competing plan without that requirement would cost thirty to seventy thousand dollars more than what they would pay for the whole group, and when doing research on another plan this year for the budget they couldn't get within twenty-five thousand including what they are now paying for him to be included. He noted that he is not exercising those benefits, but the City continues to benefit by going through Plan Z with benefits to employees and savings to the City in providing those benefits to employees. He finished by saying that the Mayor was aware of this, City Attorney Case has reviewed it, and they consider it to be a benefit to the City and its employees.

Council Member Carlson reiterated that they have a contract that says they won't pay benefits for the City Administrator.

City Administrator Wayman opined that he was twisting the contract.

Council Member Carlson said that it established the opportunity to not provide medical benefits to the City Administrator and they paid an additional benefit to him for that, but now they're paying five thousand more even with that contract.

City Administrator Wayman responded that when they did the modification in 2015 that insurance company had no issues with him on contract, and Teamsters didn't catch him not being on the contract

for a period of two years, but their audit at the third year would have cut out all non-represented employees if he wasn't added. He added that he asked the City Attorney if it was a breach of contract, but as he doesn't utilize the insurance they do not believe it is.

Council Member Carlson reiterated a second time that there was a change in his contract where they provided him more money in 2016 in exchange for not providing medical benefits, and now they are paying an additional five thousand dollars for his services.

City Administrator Wayman replied that they weren't paying additional.

Council Member Carlson said they were paying more than previously.

City Administrator Wayman stated that overall, they were paying a lot less.

Council Member Carlson answered that he would be happy to discuss where to make changes in his contract where they provided additional compensation to not pay insurance.

City Attorney Case said that City Administrator Wayman's summary was accurate, as there's his contract and the contract the City has with its health insurance provider. He added that they put up a fight, but the other side wasn't willing to budge, and at that point they did a cost benefit analysis shopping the market and determined that the options at that point were to spend a lot of money on a court fight they decided wasn't worth it, to go with a different provider, or to stay with the current provider, and that while he wasn't on board in 2016, the contract says what it says. He explained what lawyers call risk of loss or risk of unseen circumstances, and that he assessed the situation they were in and the options going forward and determined that the only option the City has would be to renegotiate the City Administrator's contract.

City Administrator Wayman commented that they would discuss the matter with Teamsters in two years.

Council Member Carlson agreed with City Attorney Case and understood the situation they're in, but felt that the additional five thousand wasn't negotiated to exist. He expressed discomfort with a full-time attorney unless they also have an HR position, adding that he appreciates City Administrator Wayman's comments but believes that should be an independent position and not handled by anyone else under any circumstances.

City Administrator Wayman observed that his assertion is that the HR person is not associated with or doesn't answer to management.

Council Member Carlson repeated that he felt there should be two positions.

Council Member Vargas was also uncomfortable with the HR duties going to someone who wasn't independent, whether to the City Attorney or the City Administrator position, and also didn't agree with comparing Selah to either Ellensburg or Yakima, as she didn't agree that him being a one-man show was a reason for a higher pay raise given what they had voted on just a year ago.

City Administrator Wayman responded that while Ellensburg is twice our size they have two attorneys, and Yakima has six attorneys, adding that there's enough work for one attorney here.

Mayor Raymond explained that in the past two years since they've had an HR person matters have gone to him, then the City Attorney, then herself and City Administrator Wayman, as kind of a group effort.

City Administrator Wayman commented that if Council is hung up on the HR moniker they don't need to add it to the City Attorney, as he could continue handling the day to day things as he has been doing. He opined that thinking that an HR director would be independent of the Mayor and himself is untrue, as the HR person isn't a father confessor or a separate entity who works independent of management.

Seeing no one else wish to speak, Mayor Raymond closed the Public Hearing.

M. General Business

1. New Business None

Old Business

N. Resolutions

2.

 Resolution Approving the Preliminary Plat of "Hillside Estates" (PLP-2020-002) and Adopting Findings and Conditions of Preliminary Plat Approval

None

Community Development Supervisor Peters addressed N-1. He said this was the Resolution approving the Preliminary Plat of Hillside Estates, recommended approval as the Hearing Examiner had conditioned it, and requested that the Council Member making the motion read aloud the recommended motion so that the conditions could be appropriated into the approval.

Council Member Wickenhagen moved, and Council Member Matson seconded, that the Council Adopt the Resolution Approving the Preliminary Plat of "Hillside Estates" (PLP-2020-002) and Adopting the Hearing Examiner's Findings and Conditions of Preliminary Plat Approval. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Vargas – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Costello – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- Resolution Declaring and Accepting the West Goodlander Road Resurfacing and Sidewalk Improvements TIB Project Number P-E-182(P01)-1 / 3-E-182(005)-1 as Complete
- * 3. Resolution Authorizing the Mayor to sign a "WSDOT Supplemental Agreement Number 6 Between the City of Selah and HLA Engineering and Land Surveying, Inc. for Construction Services of the East Goodlander Road Improvements Project"
 - 4. Resolution authorizing the Mayor to sign a "Consent to Transfer of LS Network Stock to InstarAGF Asset Management Inc."

Public Works Director Henne addressed N-4. This is a Resolution authorizing the Mayor to sign a consent to transfer of LS network stock to InstarAGF Asset Mgt Inc, as the City has a franchise agreement with LS and in section four of the franchise agreement it states if they wish to sell off assets to another entity then the City is to recognize that right and agree to it in writing to let them take over and transfer the franchise agreement to a new entity who would then have to fulfill the conditions of the agreement.

Council Member Carlson commented that in section four the City has agreed to give the okay if they're selling the franchise, so they have no choice regarding approval.

Public Works Director Henne replied in the affirmative, saying that if someone buys it the new owner agrees to honor their franchise agreement with the City.

Council Member Carlson remarked that the letter to Public Works says that LS Networks would continue to operate facilities but not a physical office location.

Public Works Director Henne answered that it would be just the data network and cell towers.

Council Member Vargas asked if the service they provide is infrastructure for traditional internet.

Public Works Director Henne responded in the affirmative.

Council Member Vargas wondered if it would be reasonable to ask them about servicing all of the City of Selah, as there are limits to the infrastructure within city limits.

Public Works Director Henne replied that he didn't know if they were obligated to provide in areas where they can't reach, as some areas have drop out spots due to topography.

Community Development Supervisor Peters clarified that when providers reach out with a franchise agreement it's to use City right of way or poles, or leasing a cell tower on City property, and those don't extend to installing new facilities.

City Administrator Wayman remarked that the cell towers are owned by different entities and they sell access to other entities, adding that he and City Attorney Case were in the midst of reviewing offers to the City for rights to use the cell tower whose contract would be up in 2027. He noted that there was no contract to provide blanket service to a community; it's a free market system and they're trying to buy up space on towers on City right of way.

Council Member Carlson moved, and Council Member Bell seconded, to approve the Resolution authorizing the Mayor to sign a "Consent to Transfer of LS Network Stock to InstarAGF Asset Management Inc.". Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Vargas – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Costello – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

* 5. Resolution enacting Temporary Suspension of the Requirements and Enforcement of SMC 10.34.020 Off-Street Parking Spaces Table 34-1 Retail, Trade, and Services land use category for existing businesses located within the Professional Business and General Business zoning districts who choose to expand or establish outdoor sales areas

O. Ordinances

 Ordinance Amending Ordinance No. 1634 Zoning Map Amendment No. PD-2020-001 Rezone to Planned Development (PD)

Community Development Supervisor Peters addressed O-1. He said that this goes with the Resolution they just passed, amending the City Zoning map from R-1 single family residential to Planned Development on the Zoning map, and recommended adopting the Ordinance.

Council Member Carlson moved, and Council Member Costello seconded, to Approve the Ordinance Amending Ordinance No. 1634 Zoning Map Amendment No. PD-2020-001 Rezone to Planned Development (PD). Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Vargas – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Costello – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

 Ordinance to Establish the Amount of Taxes to be Levied Upon Real & Personal Property in the City of Selah, Yakima County, Washington, and Fixing the Tax Levy for the Year 2021.

Clerk/Treasurer Novobielski addressed O-2. He said that this Ordinance was to establish the 2021 tax levy in the amount of two million, one hundred seventy-nine thousand and eighty-one dollars, which would result in a total levy rate of two dollars and fifty-five cents assessed per thousand, or an increase of just over six dollars per two-hundred-thousand-dollar home.

Council Member Bell moved, and Council Member Peterson seconded, to Approve the Ordinance to Establish the Amount of Taxes to be Levied Upon Real & Personal Property in the City of Selah, Yakima County, Washington, and Fixing the Tax Levy for the Year 2021. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Vargas – no; Council Member Peterson – yes; Council Member Bell – yes; Council Member Costello – yes; Council Member Carlson – no. Motion passed with five yes votes and two no votes.

P. Public Appearances

None

- Q. Reports/Announcements
 - 1. Departments

Community Development Supervisor Peters said that he would have the 2018 building code adoption for next council meeting, and that on the Planning side of things they were seeing a lot of footing and

foundations going in as well as reroofs. He looked forward to seeing Council at the last Council Meeting of the year.

Public Works Director Henne said that they were still working on readiness of snow removal equipment. He remarked that the capital facilities plan came in as a draft today, and was under review by Community Development Supervisor Peters, Public Works Utility Supervisor Jones and Wastewater Treatment Plant Supervisor Neumeyer due to it encompassing different departments, and that he hoped to bring it to Council for adoption in January. He commented that he hoped to bring the water use efficiency policy to the December 8 meeting for adoption, and expressed appreciation for Council taking action on his items today.

Clerk/Treasurer Novobielski said that they have one more council meeting anticipated for the balance of the year on December 8, and that they hope to adopt a 2021 budget and a salary ordinance for 2021 at that time. He added that he would be discussing with the City Administrator tomorrow about possibly requiring an additional zoom budget meeting to come to an understanding as to what the final budget and salary ordinances may look like.

City Attorney Case gave a brief report on the appeal of the Owens litigation, saying that they had a hearing two weeks ago via Zoom by the Court of Appeals, and that within about six months the Court of Appeals should be giving them their decision in that case. He added that the only other litigation was new litigation on the OPMA, although he had no report on that. He remarked that he often sees comments online that the City has multiple lawsuits it's a party to, which isn't true, and that he was only aware of the Owens case on appeal and a new case filed earlier this month.

2. Council Members

Council Member Bell had no report.

Council Member Wickenhagen had no report.

Council Member Costello had no report.

Council Member Peterson had no report.

Council Member Carlson clarified that his no vote on the tax increase was a reflection of his desire to be careful and gain more of the public's trust when they were wanting to ask them for additional funding for a Police Station/City Hall in the future, and that he didn't see the need for an increase for the sake of an increase.

Council Member Vargas had no report.

Council Member Matson thanked the staff for all their hard work on the budget.

City Administrator

City Administrator Wayman thanked both the department heads and the entire staff for their hard work putting together the 2021 budget, adding that this was his sixth presentation of a budget to a City Council in the City of Selah and the last six years are a demonstration of the success they've had balancing requirements with actual available resources. He said that good advice and help from Clerk/Treasurer Novobielski has allowed them to deliver these balanced budgets year in and year out, as they never have a balanced budget when they start the process, and a lot ends up on the floor, postponed or moved to another year. He added that they were happy to reflect gains over last year and that he feels they would do even better based on sales tax returns for this year.

Boards

None

5. Mayor

Mayor Raymond remarked that it was her fifth year doing the annual budget process, and it amazes her that when they have to cut something each year they never see anyone cry. She commented that during the budget process they are always looking down the road so they aren't caught shorthanded, and that she's pretty amazed at the work that goes into it.

R. Executive Session

None

S. Adjournment

Council Member Wickenhagen moved, and Council Member Peterson seconded, that the meeting be adjourned. By a show of hands, approval was unanimous.

The meeting adjourned at 7:20pm.

	Sherry Raymond, Mayor
Roger Bell, Council Member	Russell Carlson, Council Member
Jacquie Matson, Council Member	Kevin Wickenhagen, Council Member
Clifford Peterson, Council Member	Suzanne Vargas, Council Member
	ATTEST:
Michael Costello, Council Member	Dale E. Novobielski, Clerk/Treasurer



CITY OF SELAH CITY COUNCIL AGENDA ITEM SUMMARY



Council Meeting

Action Item

12/8/2020

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

12/8/2020

L-1

Title: Public Hearing to consider adoption of Water Use Efficiency Goals and Measures, required by the Washington State Department of Health in conjunction with the update of the City of Selah's 2021 Water System Comprehensive Plan.

From: Joe Henne, Director of Public Works

Action Requested: Public Hearing - Open Record

Staff Recommendation: Hold the required public hearing, and take public

comment.

Fiscal Impact: None

Funding Source: None

Background / Findings & Facts: In accordance with the Washington State Department of Health, the City of Selah is required to adopt Water Use Efficiency Goals to help customers use water more efficiently and reduce future water system demands in conjunction with the update the City of Selah's Water System Plan. The city started its update of the Water System Plan in 2019, and expects to adopt the new plan no later than May of 2021.

Recommended Action/Motion: Hold the required public hearing.

DATE:

November 13, 2020

TO:

Simon Sizer - Yakima Herald Republic

FROM:

Jeff Peters, Community Development Supervisor

SUBJECT: Notice of Public Hearing PUBLICATION DATE: November 15, 2020

CITY OF SELAH NOTICE OF PUBLIC HEARING: PUBLIC HEARING TO CONSIDER A RESOLUTION OF THE CITY OF SELAH, WASHINGTON ADOPTING WATER USE EFFICIENTLY GOALS AND MEASURES REQUIRED BY THE WASHINGTON STATE DEPARTMENT OF HEALTH AS PART OF ITS 2018 WATER SYSTEM COMPREHENSIVE PLAN UPDATE, AND WAC 246-290-830.: NOTICE IS HEREBY GIVEN BY THE CITY OF SELAH, WASHINGTON, THAT THE SELAH CITY COUNCIL WILL CONDUCT A PUBLIC HEARING ON TUESDAY, DECEMBER 8. 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.: COPIES OF THE RESOLUTION ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CITY OF SELAH PLANNING DEPARTMENT, 222 SOUTH RUSHMORE ROAD, SELAH, WA. AND AT HTTPS://SELAHWA.GOV/WATER-IRRIGATION/.: ALL PERSONS WISHING TO OFFER COMMENTS FOR OR AGAINST THE PROPOSED WATER EFFICIENCY GOALS ARE ENCOURAGED TO ATTEND. ALL WRITTEN COMMENTS RECEIVED PRIOR TO THE DAY OF THE PUBLIC HEARING WILL BE CONSIDERED IN THE CITY COUNCIL DELIBERATIONS.: COVID-19 HEARING NOTIFICATION: INTERESTED PARTIES, PLEASE BE ADVISED IN ACCORDANCE WITH THE MULTIPLE PROCLAMATIONS BY THE GOVERNOR OF THE STATE OF WASHINGTON, (IN PARTICULAR PROCLAMATION 20-28) GUIDANCE FROM THE STATE ATTORNEY GENERAL ON THE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT, DIRECTIVES BY THE STATE HEALTH DEPARTMENT AND YAKIMA HEALTH DISTRICT REGARDING COVID-19, THE ABOVE SCHEDULED PUBLIC HEARING MAY BE HELD BY ELECTRONIC AND TELEPHONIC MEANS VIA ZOOM. PROCEDURES FOR ATTENDANCE OF THIS CLOSED RECORD PUBLIC HEARING WILL BE PROVIDED ON THE CITY OF SELAH'S WEBSITE ALONG WITH THE CITY COUNCIL AGENDA.: IF YOU HAVE 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 13TH DAY OF NOVEMBER 2020.



CITY OF SELAH

Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 • www.selahwa.gov

CITY OF SELAH NOTICE OF PUBLIC HEARING

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

COVID-19 HEARING NOTIFICATION: INTERESTED PARTIES, PLEASE BE ADVISED IN ACCORDANCE WITH THE MULTIPLE PROCLAMATIONS BY THE GOVERNOR OF THE STATE OF WASHINGTON, (IN PARTICULAR PROCLAMATION 20-28) GUIDANCE FROM THE STATE ATTORNEY GENERAL ON THE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT, DIRECTIVES BY THE STATE HEALTH DEPARTMENT AND YAKIMA HEALTH DISTRICT REGARDING COVID-19, THE ABOVE SCHEDULED PUBLIC HEARING MAY BE HELD BY ELECTRONIC AND TELEPHONIC MEANS VIA ZOOM. PROCEDURES FOR ATTENDANCE OF THIS CLOSED RECORD PUBLIC HEARING WILL BE PROVIDED ON THE CITY OF SELAH'S WEBSITE ALONG WITH THE CITY COUNCIL AGENDA.

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DATED THIS 13TH DAY OF NOVEMBER 2020.

JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR



CITY OF SELAH CITY COUNCIL AGENDA ITEM SUMMARY



Council Meeting

Action Item

12/8/2020

L-2

Title: Public Hearing regarding a recommendation by the City of Selah Community Development and Planning Department that the City Council adopt the 2018 International Code Updates to the following building codes and standards: International Building; Residential; Energy; Mechanical; Existing Building; Property Maintenance; Uniform Plumbing; Fire; Fuel Gas; and Swimming Pool and Spa.

From: Jeff Peters, Community Development Supervisor

Action Requested: Public Hearing - Open Record

Staff Recommendation: Hold the required public hearing and adopt such recommendation as the City Council's own. Thereafter, consider the accompanying Ordinance it is when presented to the City Council as scheduled on the agenda.

Board/Commission Recommendation: Approval

Fiscal Impact: None

Funding Source: None

Background / Findings & Facts: The International Code Council has released its 2018 International Codes, which include revisions to the following building codes and standards: International Building; Residential; Energy; Mechanical; Existing Building; Property Maintenance; Uniform Plumbing; Fire; Fuel Gas; and Swimming Pool and Spa. These building codes and standards are founded on principals intended to establish provisions that are consistent with the scope of a building code that adequately protects the public health, safety and welfare; provides provisions that do not unnecessarily increase construction costs; and



CITY OF SELAH CITY COUNCIL AGENDA ITEM SUMMARY



provides for provisions that do not give preferential treatment to particular types or classes of materials, products or methods of construction. Earlier this year, the City of Selah Community Development and Planning Department identified that the City of Selah has not updated its building codes and standards since 2017, and therefore is now recommending adoption of the 2018 International Codes to ensure that the City can continue to provide plan review, building inspection, and code enforcement that protects the public's health, safety and welfare.

Recommended Action/Motion: I move that we close the public hearing and adopt such recommendation as our own.

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:

November 17, 2020 Planning Commission Public Hearing

SELAH PLANNING COMMISSION

RECOMMENDATION TO THE SELAH CITY COUNCIL FOR

AMENDMENT TO SELAH MUNICIPAL CODE TITLES 11 REGULATION OF BUILDING CODES AND STANDARDS

WHEREAS

RCW Chapters 3A.12, 35A.11.020 and 36.43 authorize municipalities within the State of Washington to; (1) adopt standard building codes; (2) provide for their administration and enforcement; (3) amend or limit the applicability of such codes as authorized by law; (4) set fees within the codes; and (5) provide that any violation of the provisions of said codes as adopted shall constitute a misdemeanor; and,

WHEREAS

Selah Municipal Code Title 11 provides for Regulation of Building Codes and Standards; and,

WHEREAS

The International Code Council has released its 2018 International Codes, which include revisions to the International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes; and

WHEREAS

The City of Selah last updated and adopted the 2015 International Building Codes in 2017; and,

WHEREAS

The city desires to ensure that its building, energy, mechanical, property maintenance, plumbing, and fire codes are current to industry standards; and,

WHEREAS

The Planning Commission has considered the proposed amendments to the Selah Municipal Code (SMC) Title 11 Regulation of Building Codes and Standards; and,

WHEREAS

The Selah Planning Commission held an open record public hearing on November 17, 2020; and,

WHEREAS

At its November 17, 2020 public hearing, the Selah Planning Commission heard the staff presentation regarding the proposed amendments, took public testimony and recommended approval of the proposed amendments and accompanying ordinance adopting the 2018 International Building Codes, and Washington State Amendments; and,

WHEREAS

Public notice of the public hearing was published in the official newspaper of the City 10-days prior the required public hearing; and,

WHEREAS

Environmental review for this action was not required as the adoption of building codes is exempt from environmental review under WAC 197-11-800 (19).

Now therefore, the Selah Planning Commission presents the following findings and recommendations to the Selah City Council:

Based upon a review of the information contained in the staff report, exhibits, testimony and other evidence presented at an open record public hearing held on November 17, 2020, the Planning Commission makes the following:

PURPOSE AND DESCRIPTION OF PROPOSED AMENDMENTS:

The proposed development regulation amendments to SMC Titles 11 are for the purpose of maintaining consistency with the International Building Codes to ensure that the city's building regulations adequately protect the public health, safety and welfare; provide provisions that do not unnecessarily increase construction costs, and provide for provisions that do not give preferential treatment to particular types or classes of materials, products or methods of construction.

FINDINGS OF FACT

- The Planning Commission considered the proposed development regulation Ordinance amendments at a public hearing on November 17, 2020.
- Environmental Review for the adoption of the 2015 International Codes is not required as the adoption of building codes is exempt from environmental review under WAC 197-11-800 (19).
- 3. Public notice of the public hearing was published in the official newspaper a minimum of 10-days prior to the Planning Commission's public hearing on October 30, 2020.

CONCLUSIONS

- RCW Chapters 3A.12, 35A.11.020 and 36.43 authorize municipalities within the State of Washington to; (1) adopt standard building codes; (2) provide for their administration and enforcement; (3) amend or limit the applicability of such codes as authorized by law; (4) set fees within the codes; and (5) provide that any violation of the provisions of said codes as adopted shall constitute a misdemeanor.
- 2. The International Code Council has released its 2018 International Codes, which include

revisions to the International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes. These codes are founded on principals intended to establish provisions that are consistent with the scope of a building code that adequately protects the public health, safety and welfare; provides provisions that do not unnecessarily increase construction costs, and provides for provisions that do not give preferential treatment to particular types or classes of materials, products or methods of construction.

- Environmental Review for the adoption of the 2018 International Codes is not required as the adoption of building codes is exempt from environmental review under WAC 197-11-800 (19).
- 4. Public notice of the public hearing was published in the official newspaper a minimum of 10-days prior to the Planning Commission's public hearing.
- 5. The public use and interest will be served.

MOTION

Based on the testimony and evidence presented during the public hearing, I move that the Planning Commission adopt the findings of fact and order that the draft ordinance dated November 17, 2020, be forwarded to the Selah City Council with a recommendation of approval of the proposed amendments to Chapters 11 of the Selah Municipal Code.

Having made the above Findings of Fact and Conclusions, the Planning Commission hereby renders its

RECOMMENDATION TO THE CITY COUNCIL

The Planning Commission of the City of Selah, having received and considered all evidence and testimony presented at the public hearing and having received and reviewed the record herein, hereby recommends that the City Council APPROVE the development regulation amendments and forwards the proposed ordinance to the Selah City Council.

RECOMMENDED this 17th day of November 2020.

Lisa Smith, Chair

Selah Planning Commission

City of Selah Planning Commission Minutes Of

November 17, 2020

A. Call to Order

Chairman Smith calls the meeting to order at 5:30 pm.

B. Roll Call

Members Present:

Chairman Smith: Commissioners: Torkelson, Huber and Hennessy.

Members Absent:

Commissioner Goodall

Staff Present:

Jeff Peters, City Planner, Brandy Tucker, Minutes Secretary

Guest:

C. Agenda Changes : None

D. Communications

1. Oral -

None

2. Written -

None

E. Approval of Minutes

1. Approval of minutes from May 19, 2020.

Chairman Smith motions to approve the minutes from the May 19, 2020 meeting,

Commissioner Torkelson seconds motion.

Minutes are approved with a voice vote of 4-0.

F. Public Hearings

Old Business -

Open Public Hearing for Adoption of 2018 International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniformed Plumbing, Fire, Fuel Gas, and Swimming Pool & Spa codes, in addition to the Washington State Amendments.

Chairman Smith opens the Public Hearing and asks Mr. Peters to present the staff report and facts and findings.

Mr. Peters reads verbatim from the staff report.

Mr. Peters states that based upon the conclusions of the findings report the staff recommends approval.

Mr. Peters states for the record that Lisa Gordon is in attendance.

Chairman Smith states for the record there is no public comment.

Chairman Smith asks for a motion.

Commissioner Torkelson motions to approve.

Commissioner Hennessy seconds.

Motion is approved with a voice vote of 4-0.

New Business - Shoreline Master Program Public Hearing will be January 19, 2021.

G. General Business

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

H. Reports/Announcements

- 1. Chairman -
- 2. Commissioners -
- 3. Staff Planning/Building Department Updates

Chairman Smith asks if there are any staff updates or other reports.

Mr. Peters notes the building department updates.

I. Adjournment

Chairman Smith asks for a motion to adjourn the meeting.

Commissioner Torkelson motions to adjourn.

Commissioner Huber seconds.

Chairman Smith adjourns the meeting at 6:05 p.m. with a voice vote of 4-0.

Chairman Lisa Smith

CITY OF SELAH NOTICE OF PLANNING COMMISSION OPEN RECORD PUBLIC HEARING

Application: Adoption of the 2018 International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes, in addition to the Washington State Amendments. These standards apply to all areas in the City limits.

Open Record Public Hearing Notice is hereby given that on Tuesday, November 17, 2020, commencing at 5:30 P.M., or as soon thereafter as practical, the City of Selah Planning Commission will conduct an open record public hearing in the Council Chambers, Selah City Hall, 115 W. Naches Ave. Selah, WA regarding consideration for adoption of Adoption of the 2018 International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes, in addition to the Washington State Amendments. All interested persons may appear and provide testimony on the application. At the conclusion of the public hearing the Planning Commission will consider the matter and issue a recommendation to the City Council for approval, approval with conditions, or denial of the 2018 International Building Codes.

COVID-19 Hearing Notification: Interested parties, please be advised in accordance with the multiple proclamations by the Governor of the State of Washington, (in particular proclamation 20-28) guidance from the State Attorney General on the requirements of the Open Public Meetings Act, directives by the State Health Department and Yakima Health District regarding COVID-19, the above scheduled public hearing may be held by electronic and telephonic means via Zoom. Procedures for attendance of this open record public hearing will be provided on the City of Selah Planning Commission's website along with the Planning Commission meeting agenda ten days prior to the scheduled meeting (https://selahwa.gov/planning/planning-commission/).

Copies of the 2018 International Building Codes are available for public inspection during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942. The staff report will be available approximately one week before the hearing. Contact the Planning Department with project, procedural questions.

Dated this 30th day of October, 2020.

/s/

Jeff Peters, Community Development Supervisor

Title 11 BUILDING CODES

11.02.010 International Codes adopted – Terminology and standards, 2015-2018 Edition.

Except as amended by other chapters of this title, the following International Codes are adopted by the city:

- (1) The International Building Code, 2015-2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (2) The International Residential Code, 2015 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (3) The Washington State Energy Code, 2015–2018 Edition, as adopted and amended by the state of Washington or as may be hereafter amended.
- (4) The International Mechanical Code, 2015-2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (5) The International Existing Building Code, 2015-2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (6) The International Property Maintenance Code, 2015-2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (7) The Uniform Plumbing Code, <u>2015-2018</u> Edition, published by the International Association of Plumbing and Mechanical Officials as adopted and amended by the state of Washington or as may be hereafter amended.
- (8) The International Fire Code, 2015–2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (9) The International Fuel Gas Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.

(10) The International Swimming Pool and Spa, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.

(11) The Accessible and Usable Buildings and Facilities, ICC A117.1-2009 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.

11.04.040 Board of appeals.

Section 113 of the International Building Code, 2015 2018 Edition, is amended to read as follows:

Section 113.3 Qualifications. The board of appeals shall consist of five (5) members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the jurisdiction. The Building Official shall be an ex officio member of and shall act as secretary to said Board but shall have no vote on any matter before the Board. The Board of Appeals shall be appointed by the Mayor and shall hold office at the Mayor's pleasure. The term of appointment of Board members shall be concurrent with the effective dates of this ordinance. The Board shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the Building Official. The appellant shall cause to be made at his own expense any tests or research required by the Board to substantiate claims.

11.05.010 Adoption of International Building Code, 2015-2018 Edition.

The International Building Code, 2015 2018 Edition, including Appendix Chapter Appendices J, and G, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's building code for the regulation and governing of the conditions and maintenance of all property, buildings and structures; by providing for the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures that are unfit for human occupancy and use and the demolition of such structures; providing for the issuance of permits and collection of fees therefor; and each and all regulations,

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provisions, penalties, conditions and terms of the building code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.05.020 Adoption of International Residential Code, 2015-2018 Edition.

The International Residential Code, 2015 Edition, including its Appendix Chapter F_{ν} L, and Q as published by the International Code Council and as amended by the State Building Code Council and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's residential code for the regulation and governing of construction, alteration, movement, enlargement, replacement, repair, equipment, location, removal and demolition of detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the residential code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.07.010 Adoption of International Mechanical Code, 2015 2018 Edition.

The International Mechanical Code, 2015-2018 Edition, including its Appendix Chapters, as published by the International Code Council and as adopted and maintained by the State Building Code Council in Chapter 51-52 WAC, and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's mechanical code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems; providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of the mechanical code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.08.010 Adoption of the International Fuel Gas Code, 2015-2018 Edition.

The International Fuel Gas Code, 2015-2018 Edition, as published by the International Code Council, Inc., and as adopted and maintained by the State Building Code Council in WAC 51-52-21000, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's fuel gas code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use of maintenance of fuel gas piping systems, providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of said fuel gas code on file with the office of the city clerk are hereby referred to, adopted and made a part hereof, as if fully set forth in this chapter.

11.09.010 Adoption of Uniform Plumbing Code, 2015 2018 Edition.

The Uniform Plumbing Code, 2015-2018 Edition, of the International Association of Plumbing and Mechanical Officials, excluding Chapters 12 and 14, but including IAPMO installation standards and appendices thereto, consisting of Appendix A, "Rules for Sizing the Water Systems," Appendix B, "Combination Waste and Vent Systems," and Appendix I, "Installation Standards," as adopted by the state of Washington in Chapter 51-56 WAC, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's plumbing code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems, providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of said plumbing code on file with the office of the city clerk are hereby referred to, adopted and made a part hereof, as if fully set forth in this chapter.

11.09.030 Adoption of appendices.

The following appendices and standards of the 2015-2018 Edition of the Uniform Plumbing Code are specifically adopted:

Appendix A - Rules for Sizing Water Systems;

Appendix B - Combination Waste and Vent Systems;

Appendix I - Installation Standards.

11.09.040 Fees.

Table No. 1-1 Plumbing Permit Fees of the Uniform Plumbing Code, 2015–2018 Edition, is amended as established in Chapter 20.24. Except for the schedule of fees as established in Chapter 20.24, Section 104.5 of the Uniform Plumbing Code, 2015–2018 Edition, shall remain in full force and effect.

11.10.010 Adoption of International Fire Code, 2015 2018 Edition.

The International Fire Code, 2015-2018 Edition, including Appendix Chapters A, B, C, D, and I, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington in Chapter 51-54 WAC, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's fire code. Each and all regulations, provisions, penalties, conditions and terms of said fire code on file with the office of the city clerk are hereby referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.10.020 Terminology/amended definitions.

Notwithstanding the definitions contained in the International Fire Code adopted by reference in this title and except as otherwise provided in this chapter, all references in the provisions of such code to the "jurisdiction" shall be construed as the city of Selah, references to the "administrator" shall be construed as the city of Selah city council, references to the "fire department" shall mean the Selah fire department of the city of Selah, references to the "chief" shall be construed as the fire chief for the Selah fire department, references to the "fire code official" shall be construed as the "department of fire prevention" which is actively assigned duties of administering and enforcing the provisions of the International Fire Code adopted by this chapter.

For purposes of the enforcement by the county and its personnel of Section 1001.6 of the International Fire Code, 2015-2018 Edition, the term "fire department" shall also mean the fire

protection district with jurisdiction, and the word "chief" shall also mean the appropriate official of such district.

11.10.040 Amendment to International Fire Code.

(a) Section 104, General, of the International Fire Code, 2015-2018 Edition, is hereby amended to add Section 104.1.2, Authority of Fire Code Officials to Exercise Powers of Police Officers, to read as follows:

104.1.2. Authority of Fire Code Officials to Exercise Powers of Police Officers. The Chief of the Fire Department and Fire Code Official or authorized representatives, shall have the powers of a police officer in performing their respective duties under this code.

Section 104, General, of the International Fire Code, 2015-2018 Edition, is hereby amended to add Section 104.1.3, Authority and Duty of Police Personnel to Assist in Enforcing This Code, to read as follows:

104.1.3. Authority and Duty of Police Personnel to Assist in Enforcing this Code. Whenever requested to do so by the Chief of the Fire Department or Fire Code Official or one of their authorized representatives, the Chief of Police shall assign such available police officers as in his discretion may be necessary to assist the Fire Department in enforcing the provisions of this Code.

Section 104.10, Fire investigations, of the International Fire Code, 2015-2018 Edition, is hereby amended to read as follows:

104.10 Fire investigations. The Fire Chief, the fire department or other responsible authority shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition. Information that could be related to trade secrets or processes shall be subject to the procedures and provisions of the Public Records Act, Chapter 42.56.270 RCW. The Fire Department shall investigate promptly the cause, origin and circumstances of each and every fire occurring in the municipality involving loss of life or injury to person or destruction or damage to property, and if it appears to the Chief of the Fire Department or his authorized representatives making the investigation that such fire is of suspicious origin, he shall then take immediate charge of all physical evidence relating to the cause of the fire and shall pursue the investigation to its conclusion. The Chief of the Fire Department or his authorized representatives shall make a report in writing of all facts and findings relative to each

investigation. The Police Department shall assist the Fire Department in its investigations whenever requested to do so, unless otherwise directed by the Chief of Police.

(b) Section 106.1, Inspection authority, of the International Fire Code, 2015-2018 Edition, is hereby amended to read as follows:

106.1 Inspection authority. The fire code official is authorized to enter and examine any building, structure, marine vessel, vehicle or premises in accordance with Section 104.3 for the purpose of enforcing this code. Subject to the availability of sufficient budgeted funds and/or personnel, the fire prevention bureau or person authorized representatives may inspect annually, or as often as may be practicable, all buildings and premises, including such other hazards or appliances, as the fire prevention bureau or any authorized representatives may designate for the purpose of ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread, or any violation of the purpose or provisions of this Code and of any other law or standard affecting fire safety.

(c) Section 503, Fire Department Access, of the International Fire Code, 2015 2018 Edition, is hereby amended to read as follows:

503.2.1 Dimensions: Fire apparatus access ways can be narrowed to 15 feet wide for access to no more than 6 living units, that are single story in height and not more than 150 feet from an approved City street.

503.2.7 Grade: The gradient for a fire apparatus access shall not exceed 14% after the first 50 feet.

(d) Section 507, Fire Protection Water Supplies, of the International Fire Code, 2015-2018 Edition, is hereby amended to read as follows:

507.5.1 Required: shall comport with Selah Municipal Code Chapter $\underline{11.30}$ Fire Hydrants. In the event of conflict in any provision of Section 507.5.1 with Selah Municipal Code Chapter $\underline{11.30}$, the provisions of Chapter $\underline{11.30}$ shall apply.

(e) Amendment to Section 315.3, Outside Storage. Section 315.3 shall comport with Selah Municipal Code Chapter 2.04, Storage of Fruit and Vegetable Containers. In the event of conflict in any provision of Section 315.3 with Chapter 2.04, the provisions of Chapter 2.04 shall apply.

11.12.010 International Existing Buildings Code, 2015-2018 Edition.

The International Existing Building Code, 2015-2018 Edition, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington in Chapter 51-50 WAC, Section 51-50-480000 et seq., of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's building code for the regulation and governing the repair, alteration, change of occupancy, addition, and relocation of existing buildings, including historic buildings; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the existing building code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.13.010 Adoption of Washington State Energy Code, 2015 2018 Edition.

The International Energy Conservation Code, 2015-2018 Edition, including its Appendix Chapters, as published by the International Code Council and as amended by the State Building Code Council and adopted by the state of Washington as its "Washington State Energy Code" in Chapter 51-11R WAC, Section 51-11R-10000 et seq., of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's energy conservation code for the regulation and governing of energy efficient building envelopes and installation of energy efficient mechanical, lighting and power systems; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the energy conservation code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.14.010 Adoption of International Property Maintenance Code, 2015-2018 Edition.

The International Property Maintenance Code, 2015-2018 Edition, as published by the International Code Council, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's property maintenance code for the regulation and governing of the conditions and maintenance of all property, buildings, and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are

safe, sanitary and fit for occupation and use, and the demolition of existing structures; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the property maintenance code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.30.010 Statement of purpose.

This chapter is enacted to provide minimum requirements for installation of fire hydrants designated or approved by the approving authority of the city of Selah in the exercise of his or her duties pursuant to Section 10.301 of the 1979 Edition of the Uniform Fire CodeIn or similar referenced section in the future editions of the Uniform Fire Code as adopted by the city.



El Sol de Yakima Affidavit of Publication

STATE OF WASHINGTON,)
COUNTY OF YAKIMA

Jackie Chapman, being first duly sworn on oath deposes and says that she/he is the Accounting clerk of Yakima Herald-Republic, Inc., a daily newspaper. Said newspaper is a legal newspaper approved by the Superior Court of the State of Washington for Yakima County under an order made and entered on the 13th day of February, 1968, and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continually as a daily newspaper in Yakima, Yakima County, Washington. Said newspaper is now and has been during all of said time printed in an office maintained at the aforesaid place of publication of said newspaper.

That the annexed is a true copy of a: CITY OF SELAH NOTICE OF PUBLIC HEARI

it was published in regular issues (and not in supplement form) of said newspaper once each day and for a period of 1 times, the first insertion being on 11/23/2020 and the last insertion being on 11/23/2020

Yakima Herald-Republic 11/23/20

and the such newspaper was regularly distributed to its subscribers during all of the said period. That the full amount of the fee charged for the foregoing publication is the sum of \$192.40

Accounting Clerk

POR PORT OF WILLIAM

Sworn to before me this 23

can ore Dry

Notary Public in and for the State of Washington,

residing at Yakima

CITY OF SELAH NOTICE OF PUBLIC HEARING: ADOP-TION OF THE 2018 INTERNATIONAL BUILDING, RESI-DENTIAL, ENERGY, MECHANICAL, EXISTING BUILD-ING, PROPERTY MAINTENANCE, UNIFORM PLUMBING. FIRE, FUEL GAS, AND SWIMMING POOL AND SPA CODES .: NOTICE IS HEREBY GIVEN BY THE CITY OF SELAH, WASHINGTON, THAT THE SELAH CITY COUN-CIL WILL CONDUCT A PUBLIC HEARING ON TUESDAY, DECEMBER 8TH, 2020, COMMENCING AT 5:30 P.M., OR AS SOON THEREAFTER AS PRACTICAL, IN THE COUN-CIL CHAMBERS, SELAH CITY HALL, 115 W. NACHES, SELAH, WA., REGARDING THE ADOPTION OF THE 2018 INTERNATIONAL BUILDING, RESIDENTIAL, ENERGY, MECHANICAL, EXISTING BUILDING, PROPERTY MAIN-TENANCE, UNIFORM PLUMBING, FIRE, FUEL GAS, AND SWIMMING POOL AND SPA CODES .: COPIES OF THE INTERNATIONAL BUILDING CODES ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CITY OF SELAH PLANNING DEPART-MENT, 222 SOUTH RUSHMORE ROAD, SELAH, WA., AND THE PROPOSED ORDINANCE AMENDING THE CITY OF SELAH'S MUNICIPAL CODE MAY BE FOUND AT HTTPS:// SELAHWA.GOV/PLANNING/.: ALL PERSONS WISHING TO OFFER COMMENTS FOR OR AGAINST THE PROPOSED BUILDING CODE ADOPTION ARE ENCOURAGED TO ATTEND THE MEETING THROUGH ELECTRONIC OR TEL-EPHONIC MEANS. ADDITIONALLY, ALL WRITTEN COM-MENTS RECEIVED PRIOR TO THE DAY OF THE PUBLIC HEARING WILL BE CONSIDERED IN THE CITY COUNCIL DELIBERATIONS.: COVID-19 HEARING NOTIFICATION: INTERESTED PARTIES, PLEASE BE ADVISED IN ACCOR-DANCE WITH THE MULTIPLE PROCLAMATIONS BY THE GOVERNOR OF THE STATE OF WASHINGTON, (IN PAR-TICULAR PROCLAMATION 20-28) GUIDANCE FROM THE STATE ATTORNEY GENERAL ON THE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT, DIRECTIVES BY THE STATE HEALTH DEPARTMENT AND YAKIMA HEALTH DISTRICT REGARDING COVID-19, THE ABOVE SCHED-ULED PUBLIC HEARING MAY BE HELD BY ELECTRONIC AND TELEPHONIC MEANS VIA ZOOM. PROCEDURES FOR ATTENDANCE OF THIS CLOSED RECORD PUBLIC HEARING WILL BE PROVIDED ON THE CITY OF SELAH'S WEBSITE ALONG WITH THE CITY COUNCIL AGENDA.: IF YOU HAVE QUESTIONS PLEASE FEEL FREE TO CONTACT JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR BY PHONE AT (509) 698-7365, BY FAX AT (509) 698-7372 OR BY E-MAIL AT JEFF.PETERS@ SELAHWA.GOV. DATED THIS 23RD DAY OF NOVEMBER 2020: JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR.

(965026) November 23, 2020



This is the proof of your ad scheduled to run on the dates indicated below. Please proof read notice carefully to check spelling and run dates, if you need to make changes

> 10/28/20 Date:

Account #: 110017

Company Name: CITY OF SELAH

> Kim White,AP Contact:

Address: 115 W NACHES AVENUE

SELAH, WA 98942

Telephone: (509) 698-7327

Fax:

Account Rep: Simon Sizer

Phone # (509) 577-7740

Email: ssizer@yakimaherald.com

Ad ID: 963343

10/30/20 Start:

10/30/20 Stop:

Total Cost: \$177.60

> Lines: 96.0

of Inserts:

Ad Class: 6021

Run Dates:

Yakima Herald-Republic

10/30/20

CITY OF SELAH NOTICE OF PLANNING COMMISSION OPEN RECORD PUBLIC HEARING

Application: Adoption of the 2018 International Building, Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes, in addition to the Washington State Amendments. These standards apply to all areas in the City limits. Open Record Public Hearing Notice is hereby given that on Tuesday, November 17, 2020, commencing at 5:30 P.M., or as soon thereafter as practical, the City of Selah Planning Commission will conduct an open record public hearing in the Council Chambers, Selah City Hall, 115 W. Naches Ave. Selah, WA regarding consideration for adoption of Adoption of the 2018 International Building. Residential, Energy, Mechanical, Existing Building, Property Maintenance, Uniform Plumbing, Fire, Fuel Gas, and Swimming Pool and Spa codes, in addition to the Washington State Amendments. All interested persons may appear and provide testimony on the application. At the conclusion of the public hearing the Planning Commission will consider the matter and issue a recommendation to the City Council for approval. approval with conditions, or denial of the 2018 International Building Codes.

COVID-19 Hearing Notification: Interested parties, please be advised in accordance with the multiple proclamations by the Governor of the State of Washington, (in particular proclamation 20-28) guidance from the State Attorney General on the requirements of the Open Public Meetings Act. directives by the State Health Department and Yakima Health District regarding COVID-19, the above scheduled public hearing may be held by electronic and telephonic means via Zoom. Procedures for attendance of this open record public hearing will be provided on the City of Selah Planning Commission's website along with the Planning Commission meeting agenda ten days prior to the scheduled meeting (https://selahwa.gov/ planning/planning-commission/). Copies of the 2018 International Building Codes are available for public inspection during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942. The staff report will be available approximately one week before the hearing. Contact the Planning Department with project, procedural questions.

Dated this 30th day of October, 2020. /s/Jeff Peters, Community Development Supervisor

(963343) October 30, 2020

Courtesy of Yakima Herald-Republic





Council Meeting

Action Item

12/8/2020

L-3

Title: Public Hearing to take public comment and consider adoption of a resolution authorizing the mayor to sign an application for federal assistance from the U.S. Department of Agriculture, Rural Development, Rural Utilities Service requesting \$2,036,290.00 in funding to be used to construct the City of Selah's "Wastewater Collection System Improvement Project".

From: Joe Henne, Director of Public Works

Action Requested: Public Hearing - Open Record

Staff Recommendation: Hold the required public hearing & take public comment.

Fiscal Impact: -\$264,000.00 (Fund 465) & -\$2,036,290.00 (Loan)

Funding Source: Sewer Reserve Fund 465 & U.S. Department of Agriculture, Rural Development, Rural Utilities Services

Background / Findings & Facts: The City of Selah adopted its 2018 General Sewer Plan on November 20, 2018. The General Sewer Plan Table 7-3 Schedule of Recommended Maintenance and Capacity Related Improvement identifies a list of required maintenance and capacity related wastewater improvements by year that must be accomplished to ensure that the wastewater sewer collection system is well maintained. The City of Selah Public works department and its engineering consultants have selected, preliminarily designed, and estimated the construction costs for the majority of the maintenance and capacity improvements for years 2019 – 2020 to be \$2,300,290.00. In support of this project the city is committing \$264,000.00 from its Sewer Reserve Fund, and applying for \$2,036,290.00 in federal funding from the U.S. Department of Agriculture, Rural Development, Rural Utilities Services.

Recommended Action/Motion: Hold the required public hearing.

DATE:

November 17, 2020

TO:

Simon Sizer - Yakima Herald Republic

FROM:

Jeff Peters, Community Development Supervisor

SUBJECT: Notice of Public Hearing PUBLICATION DATE: November 19, 2020

PUBLIC HEARING FOR CONSIDERATION OF A RESOLUTION OF THE CITY OF SELAH, WASHINGTON ALLOWING THE MAYOR TO SIGN AN APPLICATION FOR FEDERAL ASSISTANCE FROM THE U.S. DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, RURAL UTILITIES SERVICE FOR THE CITY OF SELAH'S "WASTEWATER COLLECTION SYSTEM IMPROVEMENTS PROJECT TOTALING \$2,300,290.00 (SEE CITY OF SELAH FILE NUMBER: SEPA-2020-007 FOR A FULL DESCRIPTION OF ALL WASTEWATER COLLECTION SYSTEM IMPROVEMENTS). TOTAL REQUESTED FUNDING FROM THE U.S. DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, RURAL UTILITIES SERVICE IS \$2,036,290.00. NOTICE IS HEREBY GIVEN BY THE CITY OF SELAH, WASHINGTON, THAT THE SELAH CITY COUNCIL WILL CONDUCT A PUBLIC HEARING ON TUESDAY, DECEMBER 8, 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. COPIES OF THE RESOLUTION ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CITY OF SELAH PLANNING DEPARTMENT, 222 SOUTH RUSHMORE ROAD, SELAH, WA. AND AT HTTPS://SELAHWA.GOV/WASTEWATER-SEWER/. ALL PERSONS WISHING TO OFFER COMMENTS FOR OR AGAINST THE PROPOSED APPLICATION ARE ENCOURAGED TO ATTEND THE HEARING, AND ALL WRITTEN COMMENTS RECEIVED PRIOR TO THE DAY OF THE PUBLIC HEARING WILL BE CONSIDERED IN THE CITY COUNCIL DELIBERATIONS. COVID-19 HEARING NOTIFICATION: INTERESTED PARTIES, PLEASE BE ADVISED IN ACCORDANCE WITH THE MULTIPLE PROCLAMATIONS BY THE GOVERNOR OF THE STATE OF WASHINGTON, (IN PARTICULAR PROCLAMATION 20-28) GUIDANCE FROM THE STATE ATTORNEY GENERAL ON THE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT, DIRECTIVES BY THE STATE HEALTH DEPARTMENT AND YAKIMA HEALTH DISTRICT REGARDING COVID-19, THE ABOVE SCHEDULED PUBLIC HEARING MAY BE HELD BY ELECTRONIC AND TELEPHONIC MEANS VIA ZOOM. PROCEDURES FOR ATTENDANCE OF THIS CLOSED RECORD PUBLIC HEARING WILL BE PROVIDED ON THE CITY OF SELAH'S WEBSITE ALONG WITH THE CITY COUNCIL AGENDA. IF YOU HAVE 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 19TH DAY OF NOVEMBER 2020. JEFF PETERS, COMMUNITY DEVELOPMENT **SUPERVISOR**



CITY OF SELAH

Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 • www.selahwa.gov

CITY OF SELAH NOTICE OF PUBLIC HEARING

PUBLIC HEARING FOR CONSIDERATION OF A RESOLUTION OF THE CITY OF SELAH, WASHINGTON ALLOWING THE MAYOR TO SIGN AN APPLICATION FOR FEDERAL ASSISTANCE FROM THE U.S. DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, RURAL UTILITIES SERVICE FOR THE CITY OF SELAH'S "WASTEWATER COLLECTION SYSTEM IMPROVEMENTS PROJECT TOTALING \$2,300,290.00 (SEE CITY OF SELAH FILE NUMBER: SEPA-2020-007 FOR A FULL DESCRIPTION OF ALL WASTEWATER COLLECTION SYSTEM IMPROVEMENTS). TOTAL REQUESTED FUNDING FROM THE U.S. DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, RURAL UTILITIES SERVICE IS \$2,036,290.00.

NOTICE IS HEREBY GIVEN BY THE CITY OF SELAH, WASHINGTON, THAT THE SELAH CITY COUNCIL WILL CONDUCT A PUBLIC HEARING ON TUESDAY, DECEMBER 8, 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.

COPIES OF THE RESOLUTION ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CITY OF SELAH PLANNING DEPARTMENT, 222 SOUTH RUSHMORE ROAD, SELAH, WA. AND AT HTTPS://SELAHWA.GOV/WASTEWATERSEWER/.

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

COVID-19 HEARING NOTIFICATION: INTERESTED PARTIES, PLEASE BE ADVISED IN ACCORDANCE WITH THE MULTIPLE PROCLAMATIONS BY THE GOVERNOR OF THE STATE OF WASHINGTON, (IN PARTICULAR PROCLAMATION 20-28) GUIDANCE FROM THE STATE ATTORNEY GENERAL ON THE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT, DIRECTIVES BY THE STATE HEALTH DEPARTMENT AND YAKIMA HEALTH DISTRICT REGARDING COVID-19, THE ABOVE SCHEDULED PUBLIC HEARING MAY BE HELD BY ELECTRONIC AND TELEPHONIC MEANS VIA ZOOM. PROCEDURES FOR ATTENDANCE OF THIS CLOSED RECORD PUBLIC HEARING WILL BE PROVIDED ON THE CITY OF SELAH'S WEBSITE ALONG WITH THE CITY COUNCIL AGENDA.

IF YOU HAVE 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 19TH DAY OF NOVEMBER 2020. JEFF PETERS, COMMUNITY DEVELOPMENT SUPERVISOR





Council Meeting

Action Item

12/8/2020

N-1

Title: Resolution declaring police service weapon surplus and authorizing disposition of the same as additional consideration for service provided

From: Dan Christman, Police Chief

Action Requested: Approval

Staff Recommendation: It is the staff recommondation to surplus the service weapon Sergeant Rodriguez carried during his career here at the Selah Police Department and it be given to him upon his retirement.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: None

Funding Source: N/A

Background / Findings & Facts: November 30th 2020, marked Sergeant Rodriguez' last day of work with the Selah Police Department. Sergeant Rodriguez has worked at the Selah Police Department for the last twenty five (25) years. It has been the standing tradition of the Selah Police Department when an officer retires from our agency, to surplus a firearm the officer carried during their career and it be given to the officer upon retirement.

Recommended Motion: Approval of the Resolution declaring police service weapon surplus and authorizing disposition of the same as additional consideration for service provided

CITY OF SELAH, WASHINGTON RESOLUTION NO. _____

A RESOLUTION declaring police service weapon surplus and authorizing disposition of the same as additional consideration for service provided.

WHEREAS, Sergeant Bill Rodriguez is retiring after having served on the City of Selah's Police for many years; and,

WHEREAS, Sergeant Rodriguez' service to the City has been exemplary; and,

WHEREAS, during Sergeant Rodriguez' service with the City he has carried a service weapon, a Glock 21, serial number NYC394; and,

WHEREAS, as additional consideration for Sergeant Rodriguez' outstanding service to the City, the City's Police Department would like to surplus the service weapon Sergeant Rodriguez carried and provide it to Sergeant Rodriguez upon his retirement; and,

WHEREAS, the City of Selah wishes to surplus and provide the service pistol to Bill Rodriguez in acknowledgment of the exemplary service he provided to the City and as additional consideration for that service;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, HEREBY RESOLVES as follows:

Section 1. Police Service weapon Glock 21 handgun, serial number NYC394 is hereby declared surplus.

Section 2. The City of Selah Police Department is authorized to transfer the Pistol to retiring Sergeant Rodriguez in acknowledgment of and as additional consideration for his years of exemplary service to the City of Selah and its residents.

PASSED this 10th day of November, 2020.

	Sherry Raymond, Mayor
ATTEST:	APPROVED AS TO FORM:
Dale Novobielski, Clerk/Treasurer	Rob Case, City Attorney





Council Meeting

Action Item

12/8/2020

N-2

Title: Resolution Revising Rates For 2021 Water Utility Services

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approval

Fiscal Impact: Increase for ¾" water service using 10 hundred cubic feet (hcf) per month \$.88 and \$.04 per additional hcf, 1" water service using 10 hcf per month \$1.00 and \$.04 per additional hcf, 1 ¼ - 1 ½ water service using 10 hcf per month \$1.13 and \$.04 per additional hcf, 2" water service using 10 hcf per month \$1.30 and \$.04 per additional hcf, 3" water service using 20 hcf per month \$1.90 and \$.04 per additional hcf, 4" water service using 20 hcf per month \$2.10 per month and \$.06 per additional hcf for the next 180 hcf and \$.05 per additional hcf, over 4" water service using 20 hcf per month \$2.10 per month and \$.06 per additional hcf for the next 4,980 hcf and \$.05 per additional hcf. Multiple dwelling units / mobile home park units \$.38 per month for each dwelling unit or space / Senior or Disabled Low Income service using 3 hcf per month \$.33 per month and \$.04 per additional hcf for the next 7 hcf and \$.03 per additional hcf. Bulk water users will pay an increase of \$.06 per hundred gallons.

Funding Source: n/a

Background / Findings & Facts: As a part of the 2021 budget development a 3% rate increase was determined appropriate for the Water fund.

Recommended Motion: I move to approve the Resolution revising rates for 2021 Water utility services.





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:
11/26/2019	Resolution Revising Rates For 2020 Water Utility Services
12/11/2018	Resolution Revising Rates for 2019 Water Utility Services
12/12/2017	Resolution Revising Rates for 2018 Water Utility Services
12/13/2016	Resolution Revising Rates For 2017 Water Utility Services
12/8/2015	Resolution Revising Rates For 2016 Water Utility Services
12/9/2014	Resolution Revising Rates For 2015 Water Utility Services

RESOLUTION NO.	
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A RESOLUTION REVISING RATES FOR WATER UTILITY SERVICES

WHEREAS, Section 9.02.190 of the Selah Municipal Code provides that rates for Water Utility services be set by resolution of the City Council from time to time, and

WHEREAS, the City Council has determined that a revision in the Water Rate structure is appropriate;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, as follows:

Water Service Charges:

a) Within Corporate Limits

Meter Size		mption ubic ft)	Minimum	Overage (per 100 cubic ft)
3/4" or smaller	First	3	\$18.12	
	Next	3 7	OF 17.16,50	1.61
	Over	10		1.25
1"	First	4	24.07	
	Next	6	- 114	1.61
	Over	10		1.25
1-1/4" through	First	5	30.09	
1-1/2"	Next	5 5	20.03	1.61
	Over	10		1.25
2"	First	5	36.06	
	Next	5	50.00	1.61
	Over	10		1.25
3"	First	10	48.12	
	Next	10	10.12	1.61
	Over	20		1.25
4"	First	20	72.16	
-	Next	180	72.10	2.03
	Over	200		1.61
Over 4"	First	20	72.16	
CA 1,4274	Next	4,980	72,10	2.03
	Over	5,000		1.61
		ge 1 of 3		1,01

- b) The minimum charge per month for the availability of water service for two-family dwellings, multiple dwellings, group houses and condominiums, apartment houses, and mobile home parks as defined in Chapter 10.02 shall be thirteen dollars and two cents (\$13.02) for each dwelling unit or mobile home space. Each dwelling unit or mobile home space shall be allotted 300 cubic feet of minimum consumption, and water used over this minimum amount shall be charged at the applicable rate in section (a) above.
- c) Low-Income Senior Citizens and Low-Income Disabled Persons Occupant Rate.
 - (1) Single-family dwellings shall be charged be eleven dollars and forty-seven cents (\$11.47) per month, for the first 300 cubic feet of water consumption. Additional water consumption will be charged at the rate of one dollar and forty-two cents (\$1.42) per 100 cubic feet for the next 700 cubic feet and one dollar and thirteen (\$1.13) per 100 cubic feet for over 1,000 cubic feet.
 - (2) A senior citizen is a person who occupies a dwelling unit where either the person or the person's spouse is sixty-two years of age or older at the commencement of any month.
 - (3) A low-income senior citizen shall be a senior citizen whose income, combined with the income of the spouse, if any, for the calendar year preceding was fifteen thousand dollars (\$15,000.00) or less.
 - (4) A disabled person is a person who occupies a dwelling unit and qualifies for special parking privileges under RCW 46.16.381(1)(a) through (f) or a blind person as defined in RCW 74.18.020(4) or developmentally disabled as defined in RCW 71A.10.020(2) or a mentally ill person as defined in RCW 71.05.020(1).
 - (5) A low-income disabled person shall be a disabled person whose income, combined with the income of the spouse, if any, for the calendar year preceding was fifteen thousand dollars (\$15,000) or less.
 - (6) Combined income shall be income from all sources, provided that only two-thirds (2/3) of any social security benefits, two-thirds (2/3) of any retirement pension, two-thirds (2/3) of disability benefits, and the full amount of any other income shall be considered as income for the purpose of this section, and provided further, that the gain realized by any person from the sale, transfer, or upon being displaced from, his or her residence shall not be considered as income for the purposes of this section, if reinvested in a replacement residence within eighteen (18) months of its realization.
 - (7) Determination of eligibility shall be made by the City Clerk-Treasurer based upon the annual statement of the low-income senior citizen or low-income disabled person, or any other reasonable and verifiable means at the discretion of the Clerk-Treasurer.
- d) Outside utility users shall pay one hundred fifty percent (150%) of the applicable water service charges charged to City residents and commercial/business users.
- e) Bulk water consumers shall be served at the convenience of the City and shall pay the sum of ten dollars (\$10.00) per fill and two dollars and three cents (\$2.03) per hundred gallon unit.

BE IT	FURTHER	RESOLVED	that	the	rates	set	forth	herein	shall	be	effective	commencin	ø
January	1, 2021.											0.3000001701711	0

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 8^{th} day of December, 2020.

	Sherry Raymond, Mayor	
ATTEST:		
Dale E. Novobielski, Clerk/Treasurer		
APPROVED AS TO FORM:		
Rob Case, City Attorney		
RESOLUTION NO.		





Council Meeting

Action Item

12/8/2020

N-3

Title: Resolution Revising Rates For 2021 Sewer Utility Services

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approval

Fiscal Impact: Increase for Residential service \$1.38 per month, Seniors / Disabled Low Income \$.83 per month, Multi-residential consisting of more than 4 units on one parcel \$.96 per month per unit, Commercial users and Industrial users w/o monitoring stations and with 200 mg/l BOD & TSS discharge \$ 1.25 per month and \$.08 per hundred cubic feet (hcf) in excess of 17 hcf per month, Schools \$ 7.31 per month and \$.20 per hcf in excess of 36 hcf, Convenience stores, sandwich shops, coffee shops, hotels and assisted living facilities \$ 1.46 per month and \$.13 per hcf in excess of 11 hcf, Supermarkets and restaurants \$ 1.46 per month and \$.23 per hcf in excess of 7 hcf, and Yakima Valley School \$ 24.43 per month and \$.24 per hcf in excess of 102 hcf per month.

Funding Source: n/a

Background / Findings & Facts: As a part of the 2021 budget development a 3 % rate increase was determined appropriate for the Sewer fund.

Recommended Motion: I move to approve the Resolution revising rates for 2021 Sewer utility services.





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:
12/11/2018	Resolution of the City of Selah, Washington, Pertaining to Sewer Rates
12/12/2017	Resolution Revising Rates for 2018 Sewer Utility Services
12/13/2016	Resolution Revising Rates For 2017 Sewer Utility Services
12/8/2015	Resolution Revising Rates For 2016 Sewer Utility Services
12/9/2014	Resolution Revising Rates For 2015 Sewer Utility Services
12/10/2013	Resolution Revising Rates For 2014 Sewer Utility Services

RESOLUTION NO.	
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A RESOLUTION OF THE CITY OF SELAH, WASHINGTON, PERTAINING TO SEWER RATES

WHEREAS, Chapter 9.10.060 of the Selah Municipal Code provides that rates for Sewer Utility services be set by resolution of the City Council from time to time; and,

WHEREAS, the City Council has determined that a revision in the Sewer Rate structure is appropriate;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, as follows:

1. RESIDENTIAL RATES

- A. Single-family dwellings and multi-family units of four units or less shall be charged a rate of forty-seven dollars and thirty-three cents (\$47.33) per month, provided water or sewer service is requested and connection has been made.
- B. Multi-residential dwellings consisting of more than four units on one parcel of land, including, but not limited to, multiplexes, apartments and multi-unit residential complexes, served collectively or independently, shall be charged thirty-three dollars and twelve cents (\$33.12) per unit per month without consideration to occupancy status.
- C. Multi-family dwellings, including guest and sleeping rooms, shall be charged forty-seven dollars and thirty-three (\$47.33) per unit of family capacity, per month, without consideration to occupancy status. Family capacity is based on the number of beds, where three beds are considered equal to one unit of family capacity.
- D. Multi-residential developments, including manufactured housing parks, condominium and townhouse developments, and residential development complexes served collectively or independently, shall be charged forty-seven dollars and thirty-three cents (\$47.33) per unit, or space, per month without consideration to occupancy status.
- E. Low-Income Senior Citizens and Low-Income Disabled Persons Occupant Rate.
 - (1) Single-family dwellings shall be charged a rate of twenty-eight dollars and forty cents (\$28.40) per month, per dwelling, regardless of occupancy, provided water or sewer service is requested and connection has been made.
 - (2) A senior citizen is a person who occupies a dwelling unit where either the person or the person's spouse is sixty-two years of age or older at the commencement of any month.

- (3) A low-income senior citizen shall be a senior citizen whose income, combined with the income of the spouse, if any, for the calendar year preceding was fifteen thousand dollars (\$15,000.00) or less.
- (4) A disabled person is a person who occupies a dwelling unit and qualifies for special parking privileges under RCW 46.16.381(1)(a) through (f) or a blind person as defined in RCW 74.18.020(4) or developmentally disabled as defined in RCW 71A.10.020(2) or a mentally ill person as defined in RCW 71.05.020(1).
- (5) A low-income disabled person shall be a disabled person whose income, combined with the income of the spouse, if any, for the calendar year preceding was fifteen thousand dollars (\$15,000) or less.
- (6) Combined income shall be income from all sources, provided that only two-thirds (2/3) of any social security benefits, two-thirds (2/3) of any retirement pension, two-thirds (2/3) of disability benefits, and the full amount of any other income shall be considered as income for the purpose of this section, and provided further, that the gain realized by any person from the sale, transfer, or upon being displaced from, his or her residence shall not be considered as income for the purposes of this section, if reinvested in a replacement residence within eighteen (18) months of its realization.
- (7) Determination of eligibility shall be made by the City Clerk-Treasurer based upon the annual statement of the low-income senior citizen or low-income disabled person, or any other reasonable and verifiable means at the discretion of the Clerk-Treasurer.
- F. Outside utility residential user accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to all City residents.

2. COMMERCIAL/BUSINESS RATES

- A. Commercial/business accounts shall be charged based on the volume and strength of wastewater discharged into the City sewage system. Volume shall be determined through metered water consumption. The strength of wastewater will be determined based on the type of commercial/business activity. For commercial/businesses not listed in the categories below, the Public Works Director shall determine which category is most closely related to the commercial/business account.
- B. Category A This category applies to those commercial and business establishments maintaining only restroom facilities for employees and the public, and for hotels and motels without a restaurant that discharges to the same service line. These establishments generally discharge wastewater with a strength of 200 mg/l BOD and 200 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be two dollars and forty-eight cents (\$2.48) per one hundred cubic feet, but not less than forty-three dollars (\$43.00) per establishment, per month.
- C. <u>Category B</u> This category applies to those commercial and business establishments such as convenience stores, sandwich shops, coffee shops, hotels and motels with a

restaurant, and assisted living facilities. These establishments generally discharge wastewater with a strength of 400 mg/l BOD and 400 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be four dollars and forty-one cents (\$4.41) per one hundred cubic feet, but not less than fifty dollars and eighteen cents (\$50.18) per establishment, per month.

- D. <u>Category C</u> This category applies to those commercial and business establishments such as restaurants, pizza shops, bakeries, fast food/drive-in restaurants, and supermarkets. These establishments generally discharge wastewater with a strength of 800 mg/l BOD and 800 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be seven dollars and seventy-four cents (\$7.74) per one hundred cubic feet, but not less than fifty dollars and eighteen cents (\$50.18) per establishment, per month.
- E. Where multiple commercial and business establishments are tenants in a single building and are served by a common water meter, and have a single account with the City, domestic waste charges shall be based upon metered water consumption, and shall be at the rate determined by the City for the highest BOD and TSS values of the users discharging to the sewer, but not less than forty-three dollars (\$43.00) per establishment, per month. If commercial and business establishments are served by separate water meters, then each establishment shall be charged at the appropriate rate specified within this section, but not less than forty-three dollars (\$43.00) per meter, per month.
- F. Where multiple commercial and business establishments are tenants in a single building and are served by a common water meter, and each establishment has a separate account with the City, domestic waste charges shall be based upon metered water consumption at the rate determined by the City for the highest BOD and TSS values of the users discharging to the sewer, but not less than forty-three dollars (\$43.00) per establishment, per month. Billing amounts in excess of the minimum shall be distributed equally between the establishments connected to the meter.
- G. Where residential and commercial uses are jointly served by a common water meter, each residential dwelling unit shall be charged forty-seven dollars and thirty-three cents (\$47.33), per unit, per month, and be allotted three hundred cubic feet of water per month per residential dwelling unit. Each business establishment shall be charged a minimum of forty-three dollars (\$43.00) per unit, per month. Water metered in excess of three hundred cubic feet per residential unit shall be considered commercial consumption, and the appropriate commercial rate described above as determined by the City shall be applied.
- H. Commercial/business users who lose water through evaporation, irrigation, or in the product, may request a reduction in their monthly sewer charge only if the difference between water consumed and wastewater discharged to the City is documented through the use of water meters. In such a situation, the monthly sewer charges will be based upon the volume of wastewater discharged to the City at the appropriate rate specified within this section.

 Outside utility commercial/business sewer accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City commercial/business users.

GOVERNMENT RATES

- A. Unless otherwise noted below, governmental sewer accounts shall be charged at Commercial/Business Rates as described in Section 2. The Public Works Director shall determine which category of Commercial/Business rates shall apply to the governmental sewer account.
- B. <u>Schools</u> Schools shall be charged for sewer service based upon metered water consumption at the rate of seven dollars (\$7.00) per one hundred cubic feet, but not less than two-hundred fifty dollars and eighty-seven cents (\$250.87) per month per metered account.
- C. Yakima Valley School Yakima Valley School shall be charged for sewer service based upon metered water consumption at the rate of eight dollars and twenty-two cents (\$8.22) per one hundred cubic feet, but not less than eight-hundred thirty-eight dollars and sixty-three cents (\$838.63) per month. Residential dwelling units associated with the Yakima Valley School and served by separate water meters shall be charged for sewer service at the residential rate set forth in Section 1.
- D. Outside utility governmental user accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City government users.

4. INDUSTRIAL RATES

Industrial users of City wastewater facilities shall be evaluated and determined by the City as to whether monitoring stations on wastewater discharges will be required. If monitoring stations are required by the City, the City shall designate when, where, and how many stations shall be placed. City-approved monitoring stations shall be installed and maintained continuously in satisfactory and effective operation by, and at the expense of, the industrial user, at the direction of the City.

A. General Industrial User Conditions

The following conditions apply to all industrial users discharging to the City wastewater facilities:

(1) There shall be no unmetered sources of water contributing wastewater to the City sewage works without the knowledge and prior written approval of the City.

- (2) The City reserves the right to test, monitor, and control any wastewater discharged to any City facility at any time, including the right set forth in Selah Code Section 9.10.072.
- The discharges of industrial users may be restricted to a capacity allocated in (3) an industrial discharge contract with the City, or a State or NPDES Waste Discharge Permit issued to the user by the Washington Department of Ecology, whichever results in the smaller capacity. In the event the discharge from an industrial user exceeds that allocated, then a rate surcharge shall be assessed. Such a surcharge shall only be assessed when the discharge exceeds that allocated to the industrial user on an average monthly basis for any of the three components that comprise the rate determination (flow, BOD, and TSS). The surcharge shall only be applied to that portion of the component that is in excess of the industrial user's allocation, and shall be equal to one hundred twenty-five percent (125%) of the rate for that component. For example, if an industrial user's discharge is within the allocated limits for flow and BOD. but exceeds the TSS allocated limit by 100 pounds per day on an average monthly basis, then that excess 100 pounds per day times the number of days in the month shall be charged a rate equal to 125% of the per pound TSS rate.
- (4) Industrial users who lose water through evaporation, irrigation, or in the product, may request a reduction in their monthly sewer charge only if the difference between water consumed and wastewater discharged to the City is documented using water meters. In such a situation, the monthly sewer charges will be based upon the volume of wastewater discharged to City wastewater facilities at the appropriate rate specified within this section.
- (5) The pH of discharges from all industrial users discharging liquids into the public sewers other than the industrial pretreatment system shall not be lower than 6.0 nor greater than 9.0 as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of one hundred sixty-eight dollars and twenty-six cents (\$168.26) per day. For the purposes of this monetary penalty, each day's discharge shall be considered a separate event.
- (6) In the event characteristics of the wastewater as determined by the monitoring station results are not available due to an equipment malfunction, failed laboratory test, or other unforeseen circumstance, then the quantities of flow, BOD, and TSS shall be determined as follows:
 - a. The quantity of wastewater flow shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
 - The wastewater flow shall be equal to the flow for the same month in the previous year times the average flow for the previous twelve (12) months divided by the average flow for

the twelve (12) month period preceding the month used from the previous year. For example, if the quantity of flow is not available in October 2017, then the flow would be calculated as follows:

October 2017 flow = (October 2016 flow) x (Average daily flow Oct 2016 through Sept 2017) (Average daily flow Oct 2015 through Sept 2016)

ii. The wastewater flow shall be equal to the total water flow into the user, as determined by water meter readings for the user, times a conversion factor determined by dividing the wastewater flows for the previous twelve (12) months by the water meter readings for the previous twelve (12) months. For example, if the quantity of flow is not available in October 2017, then the flow would be calculated as follows:

October 2017 flow = (October 2017 water flow) x (Oct 2016 through Sept 2017 wastewater flow) (Oct 2016 through Sept 2017 water flow)

- iii. The wastewater flow shall be equal to the total water flow into the user, as determined by water meter readings for the user, times a conversion factor determined by the City performing a quantitative water balance through the users process to develop a relationship between water consumption and wastewater discharge.
- iv. The wastewater flow shall be determined by any other method deemed acceptable to the City.
- b. The quantity of BOD shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
 - i. The BOD concentration shall be equal to the BOD concentration for the same month in the previous year times the average BOD concentration for the previous twelve (12) months divided by the average BOD concentration for the twelve (12) month period preceding the month used from the previous year. For example, if the BOD concentration is not available in October 2017, then the BOD concentration would be calculated as follows:

October 2017 BOD = (October 2016 BOD) x (Average BOD concentration Oct 2016 through Sept 2017) (Average BOD concentration Oct 2015 through Sept 2016)

ii. The BOD concentration shall be equal to the BOD concentration for the previous month.

- iii. The BOD concentration shall be determined by any other method deemed acceptable to the City.
- c. The quantity of TSS shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
 - i. The TSS concentration (conc.) shall be equal to the TSS concentration for the same month in the previous year times the average TSS concentration for the previous twelve (12) months divided by the average TSS concentration for the twelve (12) month period preceding the month used from the previous year. For example, if the TSS concentration is not available in October 2017, then the TSS concentration would be calculated as follows:

October 2017 TSS = (October 2016 TSS) x (Average TSS concentration Oct 2016 through Sept 2017) (Average TSS concentration Oct 2015 through Sept 2016)

- ii. The TSS concentration shall be equal to the TSS concentration for the previous month.
- The TSS concentration shall be determined by any other method deemed acceptable to the City.
- (7) The City shall charge monetary penalties for any discharge from an industrial user that meets the criteria of an excessive industrial discharge as defined in Selah Code section 9.10.010. For the purposes of charging monetary penalties, each day's discharge and each component (flow, BOD, and TSS) shall be considered a separate event. Monetary penalties shall include, but not necessarily be limited to, the following:
 - All costs associated with providing treatment to the industrial slug discharge.
 - b. All costs associated with repair of equipment damaged by, or associated with, providing treatment to the industrial slug discharge.
 - c. All costs associated with NPDES permit violations, federal or state government orders resulting from NPDES permit violations, penalties imposed by the federal or state government upon the City for NPDES permit violations, and all costs associated with any citizens lawsuit filed against the City for NPDES permit violations.
 - d. Industrial slug discharges lasting five (5) or more consecutive days shall be subject to the surcharge provisions of Section 4.A.(3) of this Resolution whether or not the industrial user's maximum monthly allocated capacity is exceeded.

(8) Outside utility industrial users shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City industrial users.

B. Industrial Users Not Required to Have Monitoring Stations

(1) Industrial users not required to have metering and monitoring stations shall be charged at Commercial/Business Rates as described in Section 2. The Public Works Director shall determine which category of Commercial/Business rates shall apply to the industrial user.

C. Industrial Users Required to Have Monitoring Stations

- (1) The minimum monthly charge to an industrial account in this category shall be four-hundred thirty-eight dollars and one cent (\$438.01) per month, per industry.
- (2) Industrial users required to install City-approved monitoring stations on their discharges to the City, but not required to connect to the City pretreatment facility, shall be charged for sewer service based upon the volume, strength, and characteristics of the wastewater as determined by the monitoring station results at the following rates:

Component	Symbol	Rate
Hydraulic (flow)	Q	\$0.7465 per 100 cu.ft.
Biochemical oxygen demand	BOD	\$0.3275 per pound
Total suspended solids	TSS	\$0.5759 per pound

D. Industrial Users Required to Connect to the City Pretreatment Facility

- (1) The minimum monthly charge to an industrial account in this category shall be seven-hundred thirty dollars and six cents (\$730.06) per month, per monitoring station, per industry.
- (2) The industrial pretreatment facility is recognized as having a finite capacity to treat wastewater. The following capacities and limitations have been established:

Component	<u>Units</u>	Capacity	Occurrence
Hydraulic (flow)	MGD	0.40	Max. Monthly Flow
BOD	lbs/day	4,000	Max. Monthly BOD Loading
TSS	lbs/day	1,500	Max. Monthly TSS Loading

- (3) In the event of multiple users of the pretreatment facility, the City shall allocate a respective share of the capacity of each component to each of the users.
- (4) Industrial users required to connect to the City pretreatment facility shall install City-approved monitoring stations at their expense on their wastewater

discharge lines to monitor the volume, strength, and characteristics of their wastewater discharges into the pretreatment facility. Charges for sewer service shall be based upon the volume, strength, and characteristics of the wastewater discharged to the pretreatment facility as determined by monitoring station results at the following rates:

Component	Symbol	Rate
Hydraulic (flow)	Q	\$0.7465 per 100 cu.ft.
Biochemical oxygen demand	BOD	\$0.3275 per pound
Total suspended solids	TSS	\$0.5759 per pound

(5) The pH of discharges from all industrial users discharging liquids into the industrial pretreatment system shall not be lower than 5.0 nor greater than 11.0 as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of one hundred sixty-eight dollars and twenty-six cents (\$168.26) per day. For the purposes of this monetary penalty, each day's discharge shall be considered a separate event.

BE IT FURTHER RESOLVED that the rates set forth herein shall be effective commencing on January 1, 2021.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 8^{th} day of December 2020.

ATTEST:	Sherry Raymond, Mayor
Dale E. Novobielski, Clerk-Treasurer	
APPROVED AS TO FORM:	
Rob Case, City Attorney	
RESOLUTION NO	





Council Meeting

Action Item

12/8/2020

N-4

Title: Resolution Revising Rates For 2021 Solid Waste Utility Services

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approval

Fiscal Impact: Monthly increase for: 90 gallon service \$.50, Low Income Senior/Disabled 60 gallon service \$.35, Occasional extra \$.09, Yard Waste service \$.06, 1 yd dumpster service \$1.63, 1.5yd dumpster service \$1.65, 2 yd dumpster service \$2.70, 3 yd dumpster service \$4.40, 4 yd dumpster service \$5.32, 6 yd dumpster service \$6.33, 8 yd dumpster service \$7.44, overfill per yard \$.51, 20 yard drop box pickup \$2.79 and a 30 yard drop box pickup \$3.41.

Funding Source: n/a

Background / Findings & Facts: As a part of the 2021 budget development a 3 % rate increase was determined appropriate for the Solid Waste fund.

Recommended Motion: I move to approve the Resolution revising rates for 2021 Solid Waste utility services.

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:

11/26/2019

Resolution Revising Rates For 2020 Solid Waste Utility

Services





12/11/2018	Resolution Revising Rates for 2019 Solid Waste Utility Services
12/12/2017	Resolution Revising Rates for the Collection of Solid Waste
12/13/2016	Resolution Revising Rates For 2017 Solid Waste Collection Services
12/11/2012	Resolution Revising Rates for the Collection of Solid Waste
12/13/2011	Resolution Revising Rates for the Collection of Solid Waste

RESOL	UTION	NO.	

RESOLUTION REVISING RATES FOR THE COLLECTION OF SOLID WASTE

WHEREAS, Section 3.02.080 of the Selah Municipal Code provides that rates for Solid Waste collection be set by resolution of the City Council from time to time, and

WHEREAS, the City Council has determined that a revision in the Solid Waste Rate structure is appropriate;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, as follows:

The following rates are to be billed monthly by the City and paid by the residents and customers of the City:

CLASSIFICATION COLL	ECTION INTERVAL	RATES AND FEES
Totes:		
30 Gallon Tote	per week	\$12.81
60 Gallon Tote	per week	14.00
90 Gallon Tote	per week	17.04
Each additional 60-gallon tote		6.10
Each additional 90-gallon tote		9.16
Occasional extra 30-gallon equivalent	each	\$ 3.06
Low-Income Senior and Low-Income D	isabled;	
60 Gal Tote per week		\$ 12.06
90 Gal Tote	per week	14.97
*Yard Waste (3 containers 2 times per	month)	\$ 1.93

^{*}Yard waste service is optional. This is not a mandatory service but does allow the resident the choice to have it picked up at their curb or to dispose of it themselves in a legal manner.

CLASSIFICATION	COLLECTION INTERVAL	RATES AND FEES
Bins & Drop Boxes:		
1.0 Yard Bin	1 time per week	\$55.93
1.0 Yard Bin	2 times per week	111.86
1.0 Yard Bin	3 times per week	167.79
1.0 Yard Bin	Special on-call pickup each	
1.5 Yard Bin	1 time per week	\$63.64
1.5 Yard Bin	2 times per week	127.28
1.5 Yard Bin	3 times per week	190.92
1.5 Yard Bin	Special on-call pickup each	
2.0 Yard Bin	1 time per week	\$92.61
2.0 Yard Bin	2 times per week	185.22
2.0 Yard Bin	Special on-call pickup each	
3.0 Yard Bin	1 time per week	\$150.96
3.0 Yard Bin	2 times per week	301.92
3.0 Yard Bin	Special on-call pickup each	37.26
4.0 Yard Bin	1 time per week	\$182.80
4.0 Yard Bin	2 times per week	365.60
4.0 Yard Bin	Special on-call pickup each	45.69
6.0 Yard Bin	1 time per week	\$217.42
6.0 Yard Bin	2 times per week	434.84
6.0 Yard Bin	Special on-call pickup each	
8.0 Yard Bin	1 time per week	\$255.44
8.0 Yard Bin	2 times per week	510.88
8.0 Yard Bin	Special on-call pickup each	63.88
Overfill per yard		\$17.67
20 yard drop box	per pickup	\$95.84*
20 yard self-contained compactor	per pickup	167.56*
30 & 40 yard drop box	per pickup	\$117.02*
30 yard self-contained compactor	per pickup	216.02*

^{*}Plus dump fee. Temporary drop boxes are subject to a daily rental charge and initial delivery fee.

Additional	Services	and	Fees:
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Walk-in Service: \$0.27 per foot round-trip per can per pickup.

Commercial locking container service: an additional charge of \$19.82 per month for a locking bin.

Roll out charge: If a driver is required to move a commercial container more than ten feet but less than twenty-five feet to the curb or alley line, an additional charge of \$5.70 per pickup will be assessed. An additional charge of \$3.32 per pickup will be assessed for each additional twenty-five-foot increment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the rates for Solid Waste be adopted and that the rates set forth herein shall be effective commencing January 1, 2021.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 8th day of December, 2020.

ATTEST:	Sherry Raymond, Mayor	
Dale E. Novobielski, Clerk/Treasurer		
APPROVED AS TO FORM:		
Rob Case, City Attorney		
RESOLUTION NO.		





Council Meeting

Action Item

12/8/2020

N-5

Title: RESOLUTION OF THE CITY OF SELAH, WASHINGTON ADOPTING WATER USE EFFICIENCY (WUE) GOALS AND MEASURES.

From: Joe Henne, Director of Public Works

Action Requested: Approval

Staff Recommendation: Adopt the accompanying resolution.

Fiscal Impact: None

Funding Source: None

Background / Findings & Facts: In accordance with the Washington State Department of Health, the City of Selah is required to adopt Water Use Efficiency Goals to help customers use water more efficiently and reduce future water system demands in conjunction with the update the City of Selah's Water System Plan. The city started its update of the Water System Plan in 2019, and expects to adopt the new plan no later than May of 2021.

Recommended Motion: I move that the Selah City Council adopt the accompanying resolution providing for adoption of the City's Water Use Efficiency Goals and Measures as part of the city's 2021 Water System Plan Update.

RESOLUTION NO.	
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A RESOLUTION OF THE CITY OF SELAH, WASHINGTON ADOPTING WATER USE EFFICIENCY (WUE) GOALS AND MEASURES.

WHEREAS, the Department of Health (DOH) requires all public water systems evaluate and reestablish water use efficiency (WUE) goals through a public process as part of updating a water system plan, in accordance with WAC 246-290-830, and

WHEREAS, the WUE program is intended to help water customers use water more efficiently and reduce future water system demands, and

WHEREAS, the WUE goals must include evaluation and reestablishment of measures supporting how the goals will be met, and

WHEREAS, it is the goal of the City to promote water conservation, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, that the following WUE goals and measures are hereby adopted

GOAL: Reduce the current residential average day consumption per service by 2% over the next ten years.

MEASURES:

- 1. New Service Connection Charge Based on Consumption (Equivalent Residential Unit, "ERU")
- 2. Water Bill Notification (Consumption History)
- 3. Heritage Garden Demonstration
- 4. Customer Leak Detection
- 5. Include Water Efficiency Program in City web page
- 6. Water Rate Structure (Inclining Block Rate)

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR AT ITS REGULAR MEETING ON December 8, 2020.

ATTEST:	Sherry Raymond, Mayor
Dale Novobielski, Clerk Treasurer	
APPROVED AS TO FORM:	
Rob Case, City Attorney	
RESOLUTION NO.	





Council Meeting

Action Item

12/8/2020

N-6

Title: Resolution of the City of Selah, Washington authorizing the Mayor to sign an Application for Federal Assistance from the U.S. Department of Agriculture, Rural Development, Rural Utilities Service requesting \$2,036,290.00 in funding to be used to construct the City of Selah's "Wastewater Collection System Improvement Project"

From: Joe Henne, Director of Public Works

Action Requested: Approval

Staff Recommendation: Adopt the accompanying resolution.

Fiscal Impact: -\$264,000.00 (Fund 465) & -\$2,036,290.00 (Loan)

Funding Source: Sewer Reserve Fund 465 & U.S. Department of Agriculture,

Rural Development, Rural Utilities Services

Background / Findings & Facts: The City of Selah adopted its 2018 General Sewer Plan on November 20, 2018. The General Sewer Plan Table 7-3 Schedule of Recommended Maintenance and Capacity Related Improvement identifies a list of required maintenance and capacity related wastewater improvements by year that must be accomplished to ensure that the wastewater sewer collection system is well maintained. The City of Selah Public Works department and its engineering consultants have selected, preliminarily designed, and estimated the construction costs for the majority of the maintenance and capacity improvements for years 2019 – 2020 to be \$2,300,290.00. In support of this project the city is committing \$264,000.00 from its Sewer Reserve Fund, and applying for \$2,036,290.00 in federal funding from the U.S. Department of Agriculture, Rural Development, Rural Utilities Services.





Recommended Motion: I move that the Selah City Council adopt the accompanying resolution allowing the mayor to sign the U.S. Department of Agriculture, Rural Development, Rural Utilities Services funding application.

RESOLUTION NO.

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN APPLICATION FOR FEDERAL ASSISTANCE FROM THE U.S. DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, RURAL UTILITIES SERVICE REQUESTING \$2,036,290.00 IN FUNDING TO BE USED TO CONSTRUCT THE CITY OF SELAH'S "WASTEWATER COLLECTION SYSTEM IMPROVEMENTS PROJECT".

WHEREAS, a high quality and properly maintained sanitary sewer system is critical for providing adequate and reliable sanitary sewer service to the present and future residents of the City of Selah;

WHEREAS, Washington State Administrative Code (WAC) section 173-240-050 requires cities to prepare a General Sewer Plan to identify current sanitary sewer system capacity concerns, build-out capacity, required improvements, and a rehabilitation and replacement program, and also to develop a Capital Improvement Program to fulfill the General Sewer Plan;

WHEREAS, the City adopted its 2018 General Sewer Plan on November 20, 2018;

WHEREAS, Table 7-3 (Schedule of Recommended Maintenance and Capacity Related Improvement) of the 2018 General Sewer Plan identifies a list of required maintenance and capacity related wastewater improvements by year that must be accomplished to ensure that the wastewater sewer collection system is properly maintained;

WHEREAS, the City conducted and completed a State Environmental Policy Act Review of the City's "Wastewater Collection System Improvements Project" on November 2, 2020, the City was issued a Determination of Non-Significance, and no appeal was filed during the applicable fiveday appeal period;

WHEREAS, the City's Public Works Department and its engineering consultants have selected, preliminarily designed, and estimated the construction costs for the majority of the maintenance and capacity improvements for years 2019 – 2020 under such Wastewater Collection System Improvements Project to be \$2,300,290.00;

WHEREAS, the City is committing \$264,000.00 from its Sewer Reserve Fund towards this project;

WHEREAS, the City is applying for federal assistance from the U.S. Department of Agriculture,

Rural Development, Rural Utilities Service for the balance of the project, totaling \$2,036,290.00; and

WHEREAS, the Public Works Department is requesting the City Council to authorize the Mayor to sign an application that requests such federal assistance;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, the Mayor is authorized to sign an application requesting federal funding from the U.S. Department of Agriculture, Rural Development, Rural Utilities Service for the City's "Wastewater Collection System Improvements Project" in the amount of \$2,036,290.00.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 8th day of December 2020.

	Sherry Raymond, Mayor
ATTEST:	
Dale E. Novobielski, Clerk/Treasurer	
APPROVED AS TO FORM:	
D. R. (Rob) Case, City Attorney	
RESOLUTION NO.	





Council Meeting

Action Item

12/8/2020

0 - 1

Title: Ordinance Amending Title 11 of the Selah Municipal Code Relating to the Regulation of Building Codes and Standards, so as to Adopt the 2018 International Code Updates

From: Jeff Peters, Community Development Supervisor

Action Requested: Approval

Staff Recommendation: Staff recommends passage of the above-identified

ordinance.

Board/Commission Recommendation: Approval

Fiscal Impact: None

Funding Source: None

Background / Findings & Facts: The International Code Council has released its 2018 International Codes, which include revisions to the following building codes and standards: International Building; Residential; Energy; Mechanical; Existing Building; Property Maintenance; Uniform Plumbing; Fire; Fuel Gas; and Swimming Pool and Spa These building codes and standards are founded on principals intended to establish provisions that are consistent with the scope of a building code that adequately protects the public health, safety and welfare; provides provisions that do not unnecessarily increase construction costs; and provides for provisions that do not give preferential treatment to particular types or classes of materials, products or methods of construction. Earlier this year, the City of Selah Community Development and Planning Department identified that the City of Selah has not updated its building codes and standards since 2017, and therefore is now recommending adoption of the 2018 International Codes to ensure that the City can continue to provide plan review, building inspection, and code enforcement that protects the public's health, safety and welfare.





Recommended Motion: I move that the City of Selah Council pass the identified Ordinance providing for adoption of the 2018 International Code Updates.

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:

November 17, 2020

Planning Commission Public Hearing

ORDINANCE NO. ____

ORDINANCE AMENDING TITLE 11 OF THE SELAH MUNICIPAL CODE RELATING TO THE REGULATION OF BUILDING CODES AND STANDARDS, SO AS TO ADOPT THE 2018 INTERNATIONAL CODE UPDATES

WHEREAS, RCW Chapters 35A.11, 35A.12, and 36.43 authorize municipalities within the State of Washington to: (1) adopt standard building codes; (2) provide for administration and enforcement of such codes; (3) amend or limit the applicability of such codes as authorized by law; (4) set fees within such codes; and (5) provide that any violation of such codes as adopted shall constitute a misdemeanor;

WHEREAS, the International Code Council has released its 2018 International Codes, which include revisions to the following building codes and standards: International Building; Residential; Energy; Mechanical; Existing Building; Property Maintenance; Uniform Plumbing; Fire; Fuel Gas; and Swimming Pool and Spa. These building codes and standards are founded on principals intended to establish provisions that are consistent with the scope of a building code that adequately protects the public health, safety and welfare; provides provisions that do not unnecessarily increase construction costs; and provides for provisions that do not give preferential treatment to particular types or classes of materials, products or methods of construction;

WHEREAS, the City of Selah Community Development and Planning Department has identified that the City of Selah has not updated its building codes and standards since 2017, and therefore recommends adoption of the 2018 International Codes to ensure that the City can continue to provide plan review, building inspection, and code enforcement that protects the public's health, safety and welfare;

WHEREAS, the City Council of the City of Selah has examined and understands the scope and purpose of the building codes and standards to-be-adopted under this Ordinance and the amendments and additions thereto, and deems it to be in the public interest and for the general health, safety and welfare of the citizens of the City that such be adopted as the law of the City of Selah: and

WHEREAS, pursuant to RCW 35A.12.140, a public hearing was held regarding the consideration and potential adoption of this Ordinance and that one (1) copy of each code and standard adopted hereunder together with one (1) copy of this Ordinance specifying amendments and additions thereto were filed in the Office of the Clerk-Treasurer ten (10) days prior to the public hearing; and all persons desiring to speak for and against the adoption of this Ordinance and the amendments and supplements thereto have been heard as required by law;

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Title 11 Building Codes, are hereby amended as set forth in Exhibit "A".

Section 2. This Ordinance, and a and hereunder, shall become effective fivor of a summary of this Ordinance.	ll adopted building codes and standards identified herein ve (5) days following legal publication of this Ordinance
Done this 8 th day of December 2020.	
	Sherry Raymond, Mayor
ATTEST:	
Dale E. Novobielski, Clerk-Treasurer	-
APPROVED AS TO FORM:	
Rob Case, City Attorney	
Ordinance No.	

Title 11 BUILDING CODES

11.02.010 International Codes adopted – Terminology and standards, 2018 Edition.

Except as amended by other chapters of this title, the following International Codes are adopted by the city:

- (1) The International Building Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (2) The International Residential Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (3) The Washington State Energy Code, 2018 Edition, as adopted and amended by the state of Washington or as may be hereafter amended.
- (4) The International Mechanical Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (5) The International Existing Building Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (6) The International Property Maintenance Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (7) The Uniform Plumbing Code, 2018 Edition, published by the International Association of Plumbing and Mechanical Officials as adopted and amended by the state of Washington or as may be hereafter amended.
- (8) The International Fire Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (9) The International Fuel Gas Code, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.

- (10) The International Swimming Pool and Spa, 2018 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.
- (11) The Accessible and Usable Buildings and Facilities, ICC A117.1-2009 Edition, published by the International Code Council as adopted and amended by the state of Washington or as may be hereafter amended.

11.04.040 Board of appeals.

Section 113 of the International Building Code, 2018 Edition, is amended to read as follows:

Section 113.3 Qualifications. The board of appeals shall consist of five (5) members who are qualified by experience and training to pass on matters pertaining to building construction and who are not employees of the jurisdiction. The Building Official shall be an ex officio member of and shall act as secretary to said Board but shall have no vote on any matter before the Board. The Board of Appeals shall be appointed by the Mayor and shall hold office at the Mayor's pleasure. The term of appointment of Board members shall be concurrent with the effective dates of this ordinance. The Board shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the Building Official. The appellant shall cause to be made at his own expense any tests or research required by the Board to substantiate claims.

11.05.010 Adoption of International Building Code, 2018 Edition.

The International Building Code, 2018 Edition, including Appendices J, and G, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's building code for the regulation and governing of the conditions and maintenance of all property, buildings and structures; by providing for the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures that are unfit for human occupancy and use and the demolition of such structures; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties,

conditions and terms of the building code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.05.020 Adoption of International Residential Code, 2018 Edition.

The International Residential Code, 2015 Edition, including its Appendix Chapter F, L, and Q as published by the International Code Council and as amended by the State Building Code Council and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's residential code for the regulation and governing of construction, alteration, movement, enlargement, replacement, repair, equipment, location, removal and demolition of detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the residential code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.07.010 Adoption of International Mechanical Code, 2018 Edition.

The International Mechanical Code, 2018 Edition, including its Appendix Chapters, as published by the International Code Council and as adopted and maintained by the State Building Code Council in Chapter 51–52 WAC, and adopted by the state of Washington, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's mechanical code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems; providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of the mechanical code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.08.010 Adoption of the International Fuel Gas Code, 2018 Edition.

The International Fuel Gas Code, 2018 Edition, as published by the International Code Council, Inc., and as adopted and maintained by the State Building Code Council in WAC 51-52-21000, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's fuel gas code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use of maintenance of fuel gas piping systems, providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of said fuel gas code on file with the office of the city clerk are hereby referred to, adopted and made a part hereof, as if fully set forth in this chapter.

11.09.010 Adoption of Uniform Plumbing Code, 2018 Edition.

The Uniform Plumbing Code, 2018 Edition, of the International Association of Plumbing and Mechanical Officials, excluding Chapters 12 and 14, but including IAPMO installation standards and appendices thereto, consisting of Appendix A, "Rules for Sizing the Water Systems," Appendix B, "Combination Waste and Vent Systems," and Appendix I, "Installation Standards," as adopted by the state of Washington in Chapter 51-56 WAC, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's plumbing code for the regulation and governing of the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems, providing for the issuance of permits and collection of fees therefor, and each and all regulations, provisions, penalties, conditions and terms of said plumbing code on file with the office of the city clerk are hereby referred to, adopted and made a part hereof, as if fully set forth in this chapter.

11.09.030 Adoption of appendices.

The following appendices and standards of the 2018 Edition of the Uniform Plumbing Code are specifically adopted:

Appendix A - Rules for Sizing Water Systems;

Appendix B - Combination Waste and Vent Systems;

Appendix I - Installation Standards.

11.09.040 Fees.

Table No. 1-1 Plumbing Permit Fees of the Uniform Plumbing Code, 2018 Edition, is amended as established in Chapter 20.24. Except for the schedule of fees as established in Chapter 20.24, Section 104.5 of the Uniform Plumbing Code, 2018 Edition, shall remain in full force and effect.

11.10.010 Adoption of International Fire Code, 2018 Edition.

The International Fire Code, 2018 Edition, including Appendix Chapters A, B, C, D, and I, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington in Chapter 51-54 WAC, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city of Selah's fire code. Each and all regulations, provisions, penalties, conditions and terms of said fire code on file with the office of the city clerk are hereby referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.10.020 Terminology/amended definitions.

Notwithstanding the definitions contained in the International Fire Code adopted by reference in this title and except as otherwise provided in this chapter, all references in the provisions of such code to the "jurisdiction" shall be construed as the city of Selah, references to the "administrator" shall be construed as the city of Selah city council, references to the "fire department" shall mean the Selah fire department of the city of Selah, references to the "chief" shall be construed as the fire chief for the Selah fire department, references to the "fire code official" shall be construed as the "department of fire prevention" which is actively assigned duties of administering and enforcing the provisions of the International Fire Code adopted by this chapter.

For purposes of the enforcement by the county and its personnel of Section 1001.6 of the International Fire Code, 2018 Edition, the term "fire department" shall also mean the fire protection district with jurisdiction, and the word "chief" shall also mean the appropriate official of such district.

11.10.040 Amendment to International Fire Code.

(a) Section 104, General, of the International Fire Code, 2018 Edition, is hereby amended to add Section 104.1.2, Authority of Fire Code Officials to Exercise Powers of Police Officers, to read as follows:

104.1.2. Authority of Fire Code Officials to Exercise Powers of Police Officers. The Chief of the Fire Department and Fire Code Official or authorized representatives, shall have the powers of a police officer in performing their respective duties under this code.

Section 104, General, of the International Fire Code, 2018 Edition, is hereby amended to add Section 104.1.3, Authority and Duty of Police Personnel to Assist in Enforcing This Code, to read as follows:

104.1.3. Authority and Duty of Police Personnel to Assist in Enforcing this Code. Whenever requested to do so by the Chief of the Fire Department or Fire Code Official or one of their authorized representatives, the Chief of Police shall assign such available police officers as in his discretion may be necessary to assist the Fire Department in enforcing the provisions of this Code.

Section 104.10, Fire investigations, of the International Fire Code, 2018 Edition, is hereby amended to read as follows:

104.10 Fire investigations. The Fire Chief, the fire department or other responsible authority shall have the authority to investigate the cause, origin and circumstances of any fire, explosion or other hazardous condition. Information that could be related to trade secrets or processes shall be subject to the procedures and provisions of the Public Records Act, Chapter 42.56.270 RCW. The Fire Department shall investigate promptly the cause, origin and circumstances of each and every fire occurring in the municipality involving loss of life or injury to person or destruction or damage to property, and if it appears to the Chief of the Fire Department or his authorized representatives making the investigation that such fire is of suspicious origin, he shall then take immediate charge of all physical evidence relating to the cause of the fire and shall pursue the investigation to its conclusion. The Chief of the Fire Department or his authorized representatives shall make a report in writing of all facts and findings relative to each investigation. The Police Department shall assist the Fire Department in its investigations whenever requested to do so, unless otherwise directed by the Chief of Police.

(b) Section 106.1, Inspection authority, of the International Fire Code, 2018 Edition, is hereby amended to read as follows:

106.1 Inspection authority. The fire code official is authorized to enter and examine any building, structure, marine vessel, vehicle or premises in accordance with Section 104.3 for the purpose of enforcing this code. Subject to the availability of sufficient budgeted funds and/or personnel, the fire prevention bureau or person authorized representatives may inspect annually, or as often as may be practicable, all buildings and premises, including such other hazards or appliances, as the fire prevention bureau or any authorized representatives may designate for the purpose of ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread, or any violation of the purpose or provisions of this Code and of any other law or standard affecting fire safety.

- (c) Section 503, Fire Department Access, of the International Fire Code, 2018 Edition, is hereby amended to read as follows:
 - 503.2.1 Dimensions: Fire apparatus access ways can be narrowed to 15 feet wide for access to no more than 6 living units, that are single story in height and not more than 150 feet from an approved City street.
 - 503.2.7 Grade: The gradient for a fire apparatus access shall not exceed 14% after the first 50 feet.
- (d) Section 507, Fire Protection Water Supplies, of the International Fire Code, 2018 Edition, is hereby amended to read as follows:
 - 507.5.1 Required: shall comport with Selah Municipal Code Chapter <u>11.30</u> Fire Hydrants. In the event of conflict in any provision of Section 507.5.1 with Selah Municipal Code Chapter <u>11.30</u>, the provisions of Chapter <u>11.30</u> shall apply.
- (e) Amendment to Section 315.3, Outside Storage. Section 315.3 shall comport with Selah Municipal Code Chapter 2.04, Storage of Fruit and Vegetable Containers. In the event of conflict in any provision of Section 315.3 with Chapter 2.04, the provisions of Chapter 2.04 shall apply.

11.12.010 International Existing Buildings Code, 2018 Edition.

The International Existing Building Code, 2018 Edition, as published by the International Code Council, and as amended by the State Building Code Council and adopted by the state of Washington in Chapter 51-50 WAC, Section 51-50-480000 et seq., of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's building code for the regulation

and governing the repair, alteration, change of occupancy, addition, and relocation of existing buildings, including historic buildings; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the existing building code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.13.010 Adoption of Washington State Energy Code, 2018 Edition.

The International Energy Conservation Code, 2018 Edition, including its Appendix Chapters, as published by the International Code Council and as amended by the State Building Code Council and adopted by the state of Washington as its "Washington State Energy Code" in Chapter 51-11R WAC, Section 51-11R-10000 et seq., of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's energy conservation code for the regulation and governing of energy efficient building envelopes and installation of energy efficient mechanical, lighting and power systems; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the energy conservation code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.14.010 Adoption of International Property Maintenance Code, 2018 Edition.

The International Property Maintenance Code, 2018 Edition, as published by the International Code Council, of which there is no less than one copy on file with the office of the city clerk, is adopted as the city's property maintenance code for the regulation and governing of the conditions and maintenance of all property, buildings, and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use, and the demolition of existing structures; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions and terms of the property maintenance code on file with the office of the city clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter.

11.30.010 Statement of purpose.

This chapter is enacted to provide minimum requirements for installation of fire hydrants designated or approved by the approving authority of the city of Selah in the exercise of his or her duties pursuant to Section 10.301 of the In or similar referenced section in the future editions of the Uniform Fire Code as adopted by the city.





Council Meeting

Action Item

12/8/2020

O-2

Title: Ordinance Establishing the 2021 Base Salary and Wage Schedule for

Management, Confidential and Unrepresented Employees

From: Dale Novobielski, Clerk-Treasurer

Action Requested: Approval

Staff Recommendation: Recommend Approval

Board/Commission Recommendation: Not Applicable

Fiscal Impact: As reflected within the budget document.

Funding Source: Various funds.

Background / Findings & Facts: To establish the 2021 Base Salary and Wage Schedule for Management, Confidential and Unrepresented Employees.

Recommended Motion: Move to approve the "Ordinance Establishing the 2021 Base Salary and Wage Schedule for Management, Confidential and Unrepresented Employees"

ORDINANCE NO).

ORDINANCE ESTABLISHING THE 2021 BASE SALARY AND WAGE SCHEDULE FOR MANAGEMENT, CONFIDENTIAL AND UNREPRESENTED EMPLOYEES

THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does approve and adopt the following "2021 Base Salary and Wage Schedule" for management, confidential and unrepresented employees:

FULL-TIME REGULAR	MONTHLY SALARY (gross)
Administrative	
Clerk-Treasurer	\$9,114
Attorney	\$13,333
Executive Assistant	\$4,669
Payroll & Accts. Payable Specialist	\$4,149
Utility Billing Specialist	\$4,669
Public Record Specialist	\$5,115
Court Clerk & Administrator	\$4,669
Community Services	
Community Services Manager	\$4,603
Recreation Coordinator	\$3,573
Police Department	
Police Chief	\$9,375
Deputy Police Chief	\$8,269
All other Police Department employees are par Collective Bargaining Agreement.	id according to the then-applicable
Fire Department	
Fire Chief	\$9,114
Deputy Fire Chief	\$8,309
Training Officer	\$6,842

Public Works: Administation & UtilitiesPublic Works Director\$9,114Public Works Utility Supervisor\$7,805Public Works Engineer Technician\$4,750Public Works Administrative Assistant\$3,873

\$5,707

\$5,265

\$4,745

\$4,469

Firefighter – Step 3

Firefighter - Step 2

Firefighter - Step 1

Firefighter Probationary

Public Works: Community Development	
Community Development Supervisor	\$7,601
Building & Code Inspector	\$5,169
Code Enforcement & Stormwater	\$4,070
Planning & Building Permit Specialist	\$3,873

Public Works: Wastewater Treatment Plant

Wastewater Treatment Plant Supervisor	\$7,193
Wastewater Treatment Plant Operator IV	\$5,500
Wastewater Treatment Plant Operator III	\$5,267
Wastewater Treatment Plant Operator II	\$4,934
Wastewater Treatment Plant Operator I	\$4,599
Wastewater Treatment Plant Operator Trainee	\$4,265
Wastewater Treatment Plant Lab Tech IV	\$5,800
Wastewater Treatment Plan Lab Tech III	\$5,500
Wastewater Treatment Plant Mechanic II	\$4,557
Wastewater Treatment Plant Mechanic I	\$4,269

All other Public Works employees are paid according to the then-applicable Collective Bargaining Agreement.

PART-TIME AND SEASONAL

HOURLY WAGE (gross)

Office Assistant	\$18.13 hr.
Public Works Parks & Maintenece Laborer II	\$16.50 hr.
Public Works Parks & Maintenece Laborer I	\$14.50 hr.
Recreation Sports Supervisor	\$15.25 hr.
Recreation Programs: Sports Referee III	\$14.25 hr.
Recreation Programs: Sports Referee II	\$14.00 hr.
Recreation Programs: Sports Referee I or Scorekeeper	\$13.75 hr.
Recreation Programs: Contracted Instructor	70% of revenue

Additionally, consistent with state law, referees and scorekkepers who are 14 or 15 years of age may be paid 85% of the then-applicable minimum wage (which as of the adoption of this Ordinance equates to \$11.63 per hour (gross)).

OVERTIME AND OTHER COMPENSATION

As reflected by its title, this "2021 Base Salary and Wage Schedule" specifies only base salary and wages for the specified employees. By contrast, it does not specify any fringe benefits that such employees might earn or receive, nor does it specify any overtime that employees who are not "exempt" from wage and hour laws might earn and receive.

The effective date of this Ordinance is January 1, 2021.

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 8^{th} day of December, 2020.

ATTEST:	Sherry Raymond, Mayor
Dale E. Novobielski, Clerk Treasurer	
APPROVED AS TO FORM:	
Rob Case, City Attorney	
ORDINANCE NO	





Council Meeting Action Item

12/8/2020 O-3

Title: Ordinance Adopting the Budget for the City of Selah, Washington for the

Year ending December 31, 2021

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approve Ordinance.

Fiscal Impact: Appropriations of \$16,498,051.

Funding Source: The various operating and reserve funds of the City.

Background / Findings & Facts: In accordance with RCW 35A.33.075 the City is required to adopt its annual operating budget by Ordinance.

Recommended Motion: I move to approve the Ordinance adopting the 2021 budget for the City of Selah.

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:

11/24/2020 Council held a public hearing to discuss the 2021

preliminary budget.

ORDINANCE NO.

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF SELAH, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021

WHEREAS, the City council has considered the estimated revenues and appropriations required in budgeting and controlling the financial operations of the City for 2021 and has prepared a preliminary budget, published notices of hearings, and held public hearings as required by law;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON does ordain as follows:

Section 1. The budget for the year 2021 is hereby adopted at the fund level in its final form and content as set forth in the document entitled 2021 Budget.

Section 2. Estimated Revenues & Beginning Net Cash & Investments, Requested Appropriations and Estimated Ending Net Cash & Investments are described in summary as follows:

				Total Requested
	Est. Revenues		Estimated	Appropriations
	& Beginning		Ending Fund	& Ending Fund
<u>Fund</u> <u>Department</u>	Fund Balance	Appropriations	Balance	Balance
001 General	I did balarioo	7 tppropriations	Balarioo	<u> Dalarioc</u>
Legislative		\$47,840		
Court	\$58,300	155,571		
Executive	89,360	199,601		
Finance, Recording & Electi		160,043		
Legal	4,500	248,176		
Facilities		30,760		
Police	486,152	2,601,332		
Detention	9,000	76,655		
Emergency Svcs.		4,778		
Pollution Control		3,186		
Animal Control		58,128		
Code & Building	205,802	249,405		
Planning	9,730	117,342		
Substance Abuse		2,500		
Participant Recreation	81,414	140,175		
Parks	32,400	504,160		
Transfers-In	156,016			
Transfers-Out		129,000		
Non-Departmental	4,691,756	80,419		
•	\$5,824,430	\$4,809,071	\$1,015,359	\$5,824,430

		Est. Revenues & Beginning		Estimated Ending	Appropriations & Ending Fund
Fund	Department	Fund Balance	Appropriations	Fund Balance	Balance
103	Fire Control	3,341,359	1,704,205	1,637,154	3,341,359
110	Street	806,563	641,745	164,818	806,563
111	Street Improvement	421,165	317,237	103,928	421,165
113	Paths & Trails	3,405	0	3,405	3,405
115	Local Access Street Improv.	196,700	109,198	87,502	196,700
118	Civic Center	165,080	113,193	51,887	165,080
119	Transit	765,590	489,319	276,271	765,590
121	Tourism	52,150	34,732	17,418	52,150
140	Contingency Reserve	179,300	0	179,300	179,300
150	Fire Equipment Reserve	1,006,050	48,700	957,350	1,006,050
153	EMS Equipment Reserve	27,000	0	27,000	27,000
170	CE Equipment Reserve	732,000	147,279	584,721	732,000
171	PW Equipment Reserve	589,600	68,100	521,500	589,600
180	Drugs & Alcohol Comm. Res	4,135	0	4,135	4,135
181	Crime Prev. Accum.Reserve	3,060	0	3,060	3,060
301	Capital Improvement	639,000	0	639,000	639,000
303	Fire Control Building Res.	36,630	0	36,630	36,630
308	Civic Center Capital	37,100	0	37,100	37,100
310	CE Building/Property Res.	1,089,000	0	1,089,000	1,089,000
411	Water	3,205,900	2,122,479	1,083,421	3,205,900
415	Sewer	5,630,046	4,699,893	930,153	5,630,046
420	Solid Waste	1,285,000	1,053,900	231,100	1,285,000
461	Water Reserve	2,210,000	0	2,210,000	2,210,000
465	Sewer Reserve	1,437,233	139,000	1,298,233	1,437,233
	=	\$29,687,496	\$16,498,051	\$13,189,445	\$29,687,496

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 8th day of December, 2020.

ATTEST:	Sherry Raymond, Mayor
Dale E. Novobielski, Clerk-Treasurer	
APPROVED AS TO FORM:	
Rob Case, City Attorney	
ORDINANCE NO	





Council Meeting

Action Item

12/8/2020

0 - 4

Title: Ordinance Amending the 2020 Budget for Miscellaneous Adjustments

From: Dale Novobielski, Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approve Ordinance.

Fiscal Impact: Fund 001 General Revenues increased \$191,924 over Expenditures, Fund 303 Fire Control Bldg Reserve \$2,320, and Fund 411 Water \$61,860.

Funding Source: See above.

Background / Findings & Facts: To amend the 2020 budget for various expenditures not currently provided for in the budget, as follows: Fund 001 General – Executive: COVID 19 CARES grant; Financial Svcs: Audit & Election costs; Legal Svcs: Litigation on S 1st St building abatement; Police: unanticipated overtime and upgrades to cellular phones; Community Services: Upgrade to permitting software system; Fund 303 Fire Control Bldg Reserve: unanticipated costs from 2019 repair of rental property transferred from Fund 103 Fire Control; Fund 411 Water: various unanticipated costs.

Recommended Motion: I move to approve the Ordinance amending the 2020 budget for miscellaneous adjustments.





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:
9/22/2020	Ordinance Amending the 2020 Budget for Legal Services
7/28/2020	Ordinance Amending the 2020 Budget for Resurfacing of Tennis Courts at Carlon Park
7/14/2020	Ordinance Amending the 2020 Budget for Police Interview Room Recording System
7/14/2020	Ordinance Amending the 2020 Budget for the Redevelopment of Well No. 7
4/11/2020	Ordinance Amending the 2020 Budget for the Rebuild of the Well No. 6 and Zone 3 Pump Station
4/14/2020	Ordinance Amending the 2020 Budget for the Conversion of Various Street Lights to LED Lights
3/10/2020	Ordinance Amending the 2020 Budget for Miscellaneous Adjustments
2/11/2020	Ordinance Amending the 2020 Budget for a Police Vehicle
2/11/2020	Ordinance Amending the 2020 Budget for West Goodlander Road Improvements
1/28/2020	Ordinance Amending the 2020 Budget for Miscellaneous Adjustments
11/26/2019	Ordinance Adopting the Budget for the City of Selah, Washington for the Year ending December 31, 2020

AN ORDINANCE AMENDING THE 2020 BUDGET FOR MISCELLANEOUS ADJUSTMENTS

WHEREAS, the City desires to approve miscellaneous adjustments to the 2020 Budget;

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			
Executive			
001.000.013.333.21.00.00	COVID19 CARES Grant	\$	329,963
Financial Svcs			
001.000.014.514.23.41.00	Audit Services		12,300
001.000.014.514.40.41.00	Election Costs		5,156
001.000.014.514.90.41.00	Voter Registration		986
Legal			
001.000.015.515.30.41.01	Litigation		3,175
Centralized Services			
001.000.018.518.10.41.01	Cares Grant	3	257,700
Police			
001.000.021.521.20.12.00	Overtime Pay		6,000
001.000.021.521.20.42.03	Cellular Phones		3,000
Community Services			
001.000.058.558.52.41.00	Professional Services		79,722
Non-Departmental			
001.000.098.313.11.00.00	Sales Tax	\$ 230,000	
001.000.999.508.80.00,00	New Ending Unreserved Fund Balance	749,060	
202 Fine Control Plde P			
303 Fire Control Bldg Res.	Cally David II		0.630
303.000.022.362.50.00.00	Facility Rental – House	\$	2,320
303.000.022.522.50.48.00	Rental Maintenance	\$	2,320

411 Water			
411.000.034.343.40.10.00	Water Sales/Metered	\$	61,860
411.000.034,534.20.41.02	Water Comp Plan	\$	28,460
411.000.034.534.80.31.01	Chlorine	-	18,300
411.000.034.534.80.31.02	Water Svc Connection Supplies		7,200
411.000.034.534.80.49.02	Judgements & Damages		7,900
PASSED AND ORDAINED E WASHINGTON this 8 th day o	BY THE CITY COUNCIL OF THE CITY OF SELAH, f December 2020.		
ATTEST:	Sherry Raymond, Mayor		
Dale E. Novobielski, Clerk-Tre	asurer		
APPROVED AS TO FORM:			
Rob Case, City Attorney			
ORDINANCE NO	_		