



# SELAH CITY COUNCIL

March 8, 2022

3:30pm: Study Session

*RE: Proposed Law and Justice Center*

5:30pm: Regular Scheduled Meeting

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



Selah City Council  
Meeting Date: 2/22/2022  
3:30pm: Study Session  
5:30pm: Regular Meeting  
Via Zoom

Mayor:	Sherry Raymond
Mayor Pro Tem:	Russell Carlson
Council Members:	Kevin Wickenhagen
	Jared Iverson
	Elizabeth Marquis
	Clifford Peterson
	Roger Bell
	Michael Costello

City of Selah  
115 W. Naches Ave  
Selah, WA 98942

City Administrator:	Joe Henne
City Attorney:	Rob Case
Clerk/Treasurer:	Dale Novobielski

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## AGENDA

- A. **Call to Order –Mayor Raymond**
- B. **Roll Call**
- C. **Councilmember Absence** **None**
- D. **Pledge of Allegiance**
- E. **Invocation**  
Provided by Katie Hutchinson from Selah Covenant Church
- F. **Agenda Changes**
- G. **Public Appearances/Introductions/Presentations**  
Katrina Henkle, Selah Downtown Association – Update
- H. **Getting To Know Our Businesses** **None**
- I. **Communications**

The City of Selah is a non-charter code city and we are presently conducting a regular meeting between the Mayor and City Council. A maximum of thirty minutes will be allotted for public comments. Common-sense standards of decorum apply. Comments must be respectful; no profanity or insults are allowed. Comments must pertain to City business and official actions. Constructive criticism of City officials is allowed, but defamation, personal attacks and impertinent assertions are not allowed. Commenters are limited to one comment per meeting and a maximum of two minutes. City staff may disallow or modify any comment that is deemed inappropriate. These standards are subject to revision.

- 1. **Oral** **None**
- 2. **Written** **None**

## K. Consent Agenda

* Treesa Morales	1. Approval of Minutes: February 22, 2022 Council Meeting
* Dale Novobielski	2. Approval of Claims & Payroll
* Dale Novobielski	3. Ordinance Amending the 2022 Budget for the Expenditure of Lodging Taxes

L.	Public Hearings	None
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1. New Business	None
2. Old Business	None

N.	<b>Resolutions</b>	<b>None</b>
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O.	Ordinances	None
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* Dale Novobielski	O-1	Ordinance Amending the 2022 Budget for the Expenditure of Lodging Taxes
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P.	<b>Public Appearances</b>	None
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## Q. Reports/Announcements

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

R.	Executive Session	None
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**S. Adjournment**

*Next Regular Meeting: March 22, 2022*



**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 3/8/2022

Agenda Number: K-1

Action Item

**Title:** Approval of Minutes, February 22, 2022 Council Meeting

**From:** Treesa Morales, Public Records Officer

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Background/Findings/Facts:** N/A

**Recommended Motion:** I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

**Date:**            **Action Taken:** None

## Electronically Via Zoom

Councilmember Peterson moved to approve the Consent Agenda. Councilmember Costello seconded. A show of hands was unanimous in favor of the Consent Agenda.

Public Records Manager, Treesa Morales, read the Consent Agenda:

Treesa Morales \* 1. Approval of Minutes: February 8, 2022 Council Meeting

Dale Novobielski \* 2. Approval of Claims and Payroll:

Payroll Checks No. 84746-84757 for a total of \$226,409.38

Claim Checks No. 177685-177768 for a total of \$214,594.15

L. Public Hearings

- L-1 Open Record Public Hearing to consider the Application for a Vacation of an Unopened Right-of-Way Shown on the Duncan Addition Plat as “Wenas Avenue,” and a 20 ft. wide right-of-way labeled, “Alley,” that extends south from Test Drive Lane requested by Frontier Country Investments, LLC, and adopt the council findings as their own, with the agreement that the date on the referenced map would be changed on page three (3) of the Right of Way Vacation Findings of Facts and Conclusion from 2021 to 2022.**

Introduced by Mayor Raymond and presented by City Planner Jeff Peters. After discussion,

Councilmember Bell moved, and Councilmember Peterson seconded, to approve Open Record Public Hearing to consider the Application for a Vacation of an Unopened Right-of-Way Shown on the Duncan Addition Plat as “Wenas Avenue,” and a 20 ft. wide right-of-way labeled, “Alley,” that extends south from Test Drive Lane requested by Frontier Country Investments, LLC, and adopt the council findings as their own, with the agreement that the date on the referenced map would be changed on page three (3) of the Right of Way Vacation Findings of Facts and Conclusion from 2021 to 2022.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Resolution passes unanimously

At 5:42pm, Mayor Raymond opened the public hearing. Cody Bebee gave presentation and requested council approved the vacation and the upcoming ordinance. Seeing no other raised hands for comment, Mayor Raymond closed the public hearing.

Public hearing closed: 5:44pm.

- N-1 Ordinance vacating a portion of an unopened right-of-way shown on the Duncan Addition Plat as, “Wenas Avenue,” and a 20 ft. wide right-of-way labeled, “Alley,” that extends south from Test Drive Lane requested by Frontier Country Investments, LLC**



Introduced by Mayor Raymond and presented by City Planner Jeff Peters. After discussion,

Councilmember Wickenhagen moved, and Councilmember Costello seconded, to approve the Ordinance vacating a portion of an unopened right-of-way shown on the Duncan Addition Plat as, “Wenas Avenue,” and a 20 ft. wide right-of-way labeled, “Alley,” that extends south from Test Drive Lane requested by Frontier Country Investments, LLC.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Ordinance passes unanimously.

M. General Business

- |    |              |             |
|----|--------------|-------------|
| 1. | New Business | <b>None</b> |
| 2. | Old Business | <b>None</b> |

N. Resolutions

**N-1 Resolution Authorizing the Mayor to Sign a Two-Page Sworn Statement in Proof of Loss Document with Washington Cities Insurance Authority (WCIA) Regarding Property Damage to the Fence at Carlon Park.**

Introduced by Mayor Raymond and presented by Public Works Director, Rocky Wallace. After discussion,

Councilmember Bell moved, and Councilmember Iverson seconded, to approve the Resolution Authorizing the Mayor to Sign a Two-Page Sworn Statement in Proof of Loss Document with Washington Cities Insurance Authority (WCIA) Regarding Property Damage to the Fence at Carlon Park.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Resolution passes unanimously.

**N-2 Relocated – see Agenda item O-2**

**N-3 Resolution authorizing the Mayor to sign a Law Enforcement Assistance Agreement relating to Communications between the City of Selah and Yakima County for 2022.**

Introduced by Mayor Raymond and presented by Police Chief, Dan Christman. After discussion,

Councilmember Peterson moved, and Councilmember Costello seconded, to approve the Resolution authorizing the Mayor to sign a Law Enforcement Assistance Agreement relating to Communications between the City of Selah and Yakima County for 2022.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Resolution passes unanimously.

O. Ordinances

**O-1 Relocated – see Public Hearings**

**O-2 Ordinance Amending the 2022 Budget For the Expenditure of Lodging Taxes**

Introduced by Mayor Raymond and presented by City Clerk/Treasurer, Dale Novobielski. After discussion,

Councilmember Bell moved, and Councilmember Costello seconded, to approve the Ordinance Amending the 2022 Budget For the Expenditure of Lodging Taxes.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Ordinance passes unanimously.

**N-2 Resolution Authorizing the Mayor to Sign a One Year Contract with Yakima Valley Tourism for Tourism Promotion.**

Introduced by Mayor Raymond and presented by City Administrator, Joe Henne. After discussion,

Councilmember Wickenhagen moved, and Councilmember Peterson seconded, to approve the Resolution Authorizing the Mayor to Sign a One Year Contract with Yakima Valley Tourism for Tourism Promotion.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Resolution passes unanimously.

**O-3 Ordinance Amending the 2022 Budget Beginning Cash and Investments.**

Introduced by Mayor Raymond and presented by City Clerk/Treasurer, Dale Novobielski. After discussion,



Councilmember Bell moved, and Councilmember Wickenhagen seconded, to approve the Ordinance Amending the 2022 Budget Beginning Cash and Investments.

Roll was called: Councilmember Wickenhagen – yes; Councilmember Iverson – yes; Councilmember Marquis – yes; Councilmember Peterson – yes; Councilmember Bell – yes; Councilmember Costello – yes; Councilmember Carlson – absent. By voice vote, Ordinance passes unanimously.

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

- Chief James Lange gave report
- Chief Dan Christman gave report
- Rocky Wallace gave report
- Jeff Peters gave report
- Dale Novobielski gave report
- Zack Schab gave report

2. Councilmembers

- Councilmember Wickenhagen – Gave report
- Councilmember Costello – No report
- Councilmember Peterson – Gave report
- Councilmember Bell – Gave report
- Councilmember Iverson – No report
- Councilmember Marquis – No report

3. City Attorney Report No report

4. City Administrator Report Gave report

5. Mayor Report

6. Boards

Treesa Morales: LTAC Committee Meeting Minutes: September 27, 2021;  
January 24, 2022; January 31, 2022.

R. Executive Session **None**

S. Adjournment

Councilmember Peterson moved to adjourn the meeting. Councilmember Wickenhagen seconded. By show of hands vote was unanimous. Meeting was adjourned.

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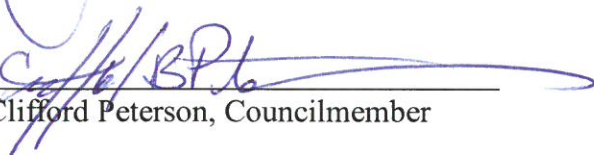
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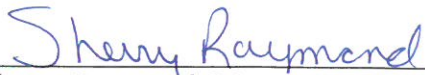
The meeting adjourned at 6:41 pm.

  
\_\_\_\_\_  
Roger Bell, Councilmember

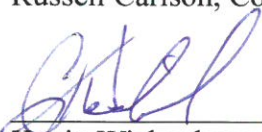
  
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Jared Iverson, Councilmember

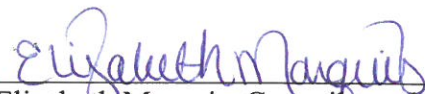
  
\_\_\_\_\_  
Clifford Peterson, Councilmember

  
\_\_\_\_\_  
Michael Costello, Councilmember

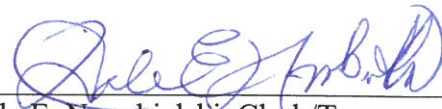
  
\_\_\_\_\_  
Sherry Raymond, Mayor

ABSENT  
\_\_\_\_\_  
Russell Carlson, Councilmember

  
\_\_\_\_\_  
Kevin Wickenhagen, Councilmember

  
\_\_\_\_\_  
Elizabeth Marquis, Councilmember

ATTEST:

  
\_\_\_\_\_  
Dale E. Novobielski, Clerk/Treasurer



**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 3/8/2022

Agenda Number: K-2

Action Item
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**Title:** Approval of Claims and Payroll

**From:** Dale Novobielski, City Clerk/Treasurer

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** See claims and payroll registers

**Funding Source:** See claims and payroll registers

**Background/Findings/Facts:** N/A

**Recommended Motion:** I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

**Date:**            **Action Taken:** None

3/8/22: ADDED DURING  
AGENDA CHANGES



**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 3/8/2022  
Agenda Number: M-2

Action Item

**Title:** To update the City Council on the progress of the Law & Justice Center and request the Law & Justice Center Committee to be allowed to move forward and bring back funding options.

**From:** Joe Henne, City Administrator

**Action Requested:** Approval

**Staff Recommendation:** To direct the Law & Justice Center Committee to proceed with the chosen building proposal by the City Council and evaluate funding scenarios for the building.

**Board/Commission Recommendation:** N/A

**Fiscal Impact:** N/A

**Funding Source:** N/A

**Background/Findings/Facts:** The Law and Justice Center Committee has presented their progress and provided two cost estimates for the City Council to review at a Study Session on March 8, 2022. If permitted the Committee will evaluate funding options and bring back these options to the City Council.

**Recommended Motion:** To direct the Law & Justice Center Committee to evaluate funding proposals and bring them back to the City Council.

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

**Date:**            **Action Taken:** None



**Selah City Council**  
Regular Meeting  
**AGENDA ITEM SUMMARY**

Meeting Date: 3/8/2022

Agenda Number: O-1

Action Item

**Title:** Ordinance Amending the 2022 Budget for the Expenditure of Lodging Taxes

**From:** Dale Novobielski, Clerk/Treasurer

**Action Requested:** Approval

**Staff Recommendation:** Approval

**Board/Commission Recommendation:** Approval

**Fiscal Impact:** \$ 0

**Funding Source:** Fund 121 Tourism \$ 6,197 and Fund 001 General (\$ 6,197)

**Background/Findings/Facts:** The Lodging Tax Advisory Committee met and approved reinstating City staff administrative support costs which were reduced in a budget adjustment presented at the last Council meeting. This increases costs in fund 121 Tourism reduces costs for fund 001 General.

**Recommended Motion:** I move to approve an Ordinance amending the 2022 budget for City staff administrative payroll support costs provided to the LTAC program.

*Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).*

<b>Date:</b>	<b>Action Taken:</b>
3-1-22	LTAC met and approved reinstating in fund 121 Tourism \$ 6,197 for City staff administrative support costs.
2-22-22	Selah City Council approved a budget adjustment for various LTAC applications.

ORDINANCE NO. 2159

AN ORDINANCE AMENDING THE 2022 BUDGET FOR LODGING TAX EXPENDITURES

WHEREAS, the City desires an adjustment to the 2022 Budget for the allocation of Lodging Taxes to support City staff administrative support for the LTAC program;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does ordain that the Clerk-Treasurer be authorized to amend the 2022 Budget as follows:

**001 General**

001.000.071.571.20.11.00	Regular Payroll	\$ (4,202)
001.000.071.571.20.21.00	Personnel Benefits	(1,995)
001.000.999.508.80.00.00	New Ending Unreserved Cash & Investments	1,792,542

**121 Tourism**

121.000.057.557.30.11.00	Regular Payroll	\$ 4,202
121.000.057.557.30.21.00	Personnel Benefits	1,995
121.000.999.508.10.00.00	New Ending Reserved Cash & Investments	\$ 42,316

PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 8<sup>th</sup> day of March 2022.

Sherry Raymond  
Sherry Raymond, Mayor

ATTEST:

Dale E. Novobilski  
Dale E. Novobilski, Clerk-Treasurer

APPROVED AS TO FORM:

Rob Case  
Rob Case, City Attorney



# COUNCIL ROLL CALL LIST

Meeting Date: 3/8/22

YES	ATTENDANCE	NO
✓	Kevin Wickenhagen	
✓	Jared Iverson	
✓	Elizabeth Marquis	
✓	Clifford Peterson	
✓	Roger Bell	
✓	Michael Costello	
✓	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	

YES	AIS:	NO
	Kevin Wickenhagen	
	Jared Iverson	
	Elizabeth Marquis	
	Clifford Peterson	
	Roger Bell	
	Michael Costello	
	Russell Carlson	