

**City of Selah**  
**City Council Meeting Minutes**  
**September 12, 2023**  
Regular Meeting

**Call to Order:** Mayor Raymond called the meeting to order at 5:29 pm.

**Roll Call**

Councilmembers Present: Elizabeth Marquis, Roger Bell, Russell Carlson, Jared Iverson, Kevin Wickenhagen, Clifford Peterson

Staff Present: Joe Henne, City Administrator; Rob Case, City Attorney; Daniel Christman, Police Chief; James Lange, Fire Chief; Rocky Wallace, Public Works Director; Dale Novobielski, City Clerk/Treasurer; Jeff Peters, Community Development Supervisor; Zack Schab, Recreation Director, and Treesa Morales, Executive Secretary.

**Registering in record of Councilmember absence(s) as excused absence(s), per SMC 1.06.070**

Councilmember Carlson moved to excuse Councilmember Costello from the meeting. Councilmember Wickenhagen seconded the motion. Mayor Raymond called for a voice vote. By voice vote, motion passes.

**Pledge of Allegiance was said by all in attendance**

**Invocation**

Mayor Raymond requested Councilmember Carlson to provide prayer since no local pastor was present. Councilmember Carlson gave prayer.

**Announcement of changes, if any, from previously-published agenda:**

Mayor Raymond discussed the following changes to the agenda.

1. Moving Ordinance 14-D to earlier in the meeting since Chief Lange has another meeting later that he'll need to leave for.
2. Adding the public comment to the agenda, which will be presented by the author of the comment
3. Ordinance 14-C provided in the packet has a typo. The corrected Ordinance is provided to Council tonight and will be included in the signed copy.

**Comments from the public**

Mayor Raymond read the conditions of public comment and asked if there was anyone from the public who wanted to present.

William Longmire approached the podium and presented his frustrations on how the City chooses to enforce the Selah Municipal Code.

Lisa Gordon came to the podium to explain potential parking issues when they choose to develop the Old Wells Fargo Building.

Katrina Henkle presented next and provided the Council with an update on the Selah Downtown Association.

Jeff Hartwick approached the podium and asked if he could provide comment on the potential new day care or if he should wait until the Public Hearing. Mayor Raymond said he could present now. Mr. Hartwick expressed his gratitude on being able to comment and be involved in the approval process for the new day care on E. Naches Ave.

Sandra Gonzalez came to the podium next stating she was one of the co-owners of the day care and wanted to provide input as well. Community Development Supervisor, Jeff Peters, interrupted, and stated all comments regarding the Public Hearing needed to wait until after the material was presented to Council and the Mayor opened the Public Hearing to receive public comment. Councilmember Carlson commented that this is an open comment time for anyone from the public to provide comment. Mr. Peters said the Council needed to hear the information regarding the Public Hearing before hearing information from the public. Mayor Raymond asked Ms. Gonzalez to wait until the Public Hearing to present her information.

**Consent Agenda (all items listed with an asterisk (\*) are considered part of the consent agenda and are enacted in one motion).**

Mayor Raymond presented the stipulations of the Consent Agenda. Councilmember Wickenhagen moved to approve the consent agenda as presented. Councilmember Peterson seconded. Hearing no further discussion, Mayor Raymond called for Roll Call. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

Ms. Morales read the Consent Agenda:

- A. Treesa Morales Approval of Minutes: August 22, 2023 Council Meeting
- B. Dale Novobielski Approval of Claims and Payroll:  
Payroll Checks No. 85752-85765 for a total of \$365,978.73  
Claim Checks No. 180426-180515 for a total of \$1,509,415.42
- 13-B Rocky Wallace \* Resolution Authorizing Public Works to Purchase a New 2024 For F350 4x4 Pickup Truck and to Surplus the City's Existing 2000 Chevrolet Silverado 1500 4x4 Pickup Truck
- 13-C Rob Case \* Resolution Directing City Staff to Publish an Underlying Proposed Resolution in the City's Designated Official Newspaper as Notice of the City's Intent to Grant a Nonexclusive Franchise for Fiber Optic Cable Systems to Zayo Group, LLC, on September 26, 2023

13-D Rocky Wallace \* Resolution Declaring the City's Welcome to Selah Sign Project as Complete and Accepting the Work and Materials

Mayor Raymond stated to the Council that this is where they are going to go out of order, and called Ordinance 14-D for presentation.

City Attorney Rob Case presented **14-D: Ordinance amending sections 24.24.080, .090, .100 of the Selah Municipal Code; providing for severability; authorizing corrections; and directing publication and establishing an effective date.** After presentation, Councilmember Carlson moved to approve the Ordinance as presented. Councilmember Wickenhagen seconded. Mayor Raymond restated the motion and asked Council for any discussion. Hearing none, Mayor Raymond asked for roll call. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

Mayor Raymond then asked Chief Lange for his department report so he could leave when needed for his other meeting. Chief Lange came to the podium and provided Council with an update on the Fire Department.

### **Public Hearings**

Mayor Raymond thanked Chief Lange and introduced the Closed Record Public Hearing to consider the City of Selah Hearing Examiner's recommendation regarding a Class 3 review use application to locate a new daycare center in an existing building which is located in the business, general (B-2) zoning district and the City's downtown parking exempt area. Jeff Peters presented information on the Public Hearing, the proposed daycare, the Hearing Examiner's findings, and noted that all members of the audience in were at the Open Record Public Hearing and will be allowed to comment again tonight during the Closed Record Public Hearing. Mr. Peters also noted that if council chooses not to approve the findings, they will need to provide direction back to the Hearing Examiner on why the Resolution was not approved and provide information on how he erred in his decision. Mr. Peters also requested for the record that the Council take note of the comment provided by audience member, Mr. Hartwick, earlier in the meeting.

5:53 p.m. - Mayor Raymond opened the public hearing, and asked the audience if anyone would like to provide comment.

Sandra Gonzalez approached the podium again, as a co-owner of the daycare, and provided information on their efforts to address the concerns of safety and parking noted by the Hearing Examiner.

Councilmember Wickenhagen asked how many employees there will be? Ms. Gonzalez stated there will be 2-3 employees, and they are required to park in the back alleyway, near the fenced off playground.

Councilmember Iverson asked how the times were selected. Ms. Gonzalez said the number of children are limited by the state because of the space and number of employees. Ms. Gonzalez said that in order to have the desired number of children, the need to have two sessions.

Councilmember Wickenhagen asked if they have their operating license from the State. Ms. Gonzalez said yes, they have a business license and they are working with the State to allow them to accept State-subsidized payment for the care, but right now, clients can only private pay for services.

Councilmember Iverson asked if the business has a van for school pick-ups, and if so, where will they park it? Ms. Gonzalez said they do not have one yes, but if they get to the point of needing one, they will keep in in the employee parking area. Ms. Gonzalez also noted that most of the planned fieldtrips are within walking distance. Regarding the alley, Councilmember Iverson explained his concerns of parking issues, and asked Ms. Gonzalez how they plan to hold parents accountable? Ms. Gonzalez explained the parents have to sign the handbook stating they understand the drop-off and pick-up requirements, and if they do violate the policy, they will no longer be permitted at the daycare. Councilmember Iverson asked if they have to sign it. Ms. Gonzalez replied, yes. Councilmember Iverson expressed his worry that parents will stop in the road and have the child run in. Ms. Gonzalez said that will not happen because parents have to physical sign their child in and out each day.

Councilmember Carlson noted his concerns about the snow, and asked Ms. Gonzalez and Public Works Director, Rocky Wallace if they knew where the snow was pushed currently? Mayor Raymond clarified Mr. Carlson meant the snow in the alley, Mr. Carlson confirmed. Ms. Gonzalez said she was not sure where the snow is currently moved to, but from what she knows, it has been pushed to the fence, and they are looking into how to get beyond that this year.

Councilmember Carlson noted the issues of safety, and asked what kind of safety the center will have after the child is checked in. Mr. Carlson asked if the City is responsible for the child, and where is the line for the City to draw in this area. City Attorney Case asked Mr. Carlson to explain what he meant by this area. Mr. Carlson explained, with kids running around, similar to what happens now with the Dojo business up the street where people are parked in illegal areas or right on the street; so in terms of enforcement, where does the City draw the link with all the kids coming through there. Mr. Case explained that if someone breaks the rules of the road, it is a Police Department issue; but the City will not have custody of the children, that is not a City issue, that responsibility is with the operator. Mr. Case said there is no real line since the law already draws it. Ms. Gonzalez said they had the same safety concerns so they spoke with the landlord to potentially place locks on the doors so the children cannot get out on their own; and the playground will be fully fenced. Mr. Case noted that Ms. Gonzalez should make sure the Fire Department knows the plan.

Councilmember Iverson asked if an employee would outside during drop off and pick up times to watch. Ms. Gonzalez confirmed, yes.

Councilmember Bell asked for clarification on the total number of clients throughout the entire day. Angel Soler came to the podium and explained that there would be a total of 25 student, maximum throughout the day. Mr. Bell said that would be a total of 50 pick up and drop off, or 50 interactions each day, maximum. Ms. Soler said yes, and the employees will be out front walking them through how to go through the process, then they will continue to make sure students are coming in safe and effectively.

Councilmember Wickenhagen asked about the number of parking spaces, and referred the question to Mr. Peters. Mr. Wickenhagen said they will need 8 stalls available for the business. Mr. Peters noted that it is a parking exempt area. Mr. Wickenhagen noted that there could potentially be 16 cars all coming at the same time and asked Mr. Peters what would be available to accommodate that? Mr. Peters replied that there should be information on that in the packet and staff report which indicates how much is available, but he couldn't remember at the time.

Mayor Raymond commented to Ms. Gonzalez and Ms. Soler that winter is coming, and make sure they have a snow plan figured out.

Councilmember Marquis asked Ms. Gonzalez and Ms. Soler if they have a contingency plan for parking if the Ellensburg Phone company says they cannot park there. Ms. Gonzalez said clients would have to park on the street. Ms. Soler said they are working towards the drop off or pick up time taking 10 minutes for the full process.

Councilmember Wickenhagen asked if the sessions were back to back. Ms. Soler said there is a 30-minute break between sessions to allow for lunch and clean up.

Seeing no further questions, Mayor Raymond thanked Ms. Soler and Ms. Gonzalez.

Lisa Gordon approached the podium again to provide her comment on the record for the public hearing, and noted that the daycare does not have an agreement to use the Wells Fargo building for parking as her goal is to develop the property and the whole property will be fenced off during construction.

Jeff Hartwick came to speak as well. Adding that his concern is with the parking and safety. Mr. Hartwick stated he has owned a house on the alley for 25 years, and with the recent winters, the snow piles up. Mr. Hartwick explained that, currently, they have been pushing the snow to the corner lot, which works for two businesses, but he's not sure if it would work for more. Mr. Hartwick noted that the daycare cannot push their snow onto Christina Williams property or his. Mr. Hartwick also encouraged Council to address the issue of parking as it is a premium in the City.

Ms. Gordon said, in the past, an employee from the Pasttime takes care of the snow in the back because they have deliveries to the restaurant, but she isn't certain if that would continue in the future.



Mr. Peters noted for the record that all audience members who spoke tonight, and all issues discussed, are what was brought up at the open record public hearing.

Councilmember Carlson asked again about snow, and asked Mr. Peters if it is a condition of the application to have a snow removal plan or if the City would just expect them to do it? Mr. Peters said the latter is true, and that they would have to follow the rules and regulations in the parking ordinances when submitted with the application.

Mayor Raymond asked if there were any other comments from the audience or from Council. Hearing none, Mayor Raymond closed the closed record public hearing at 6:19 p.m.

Mayor Raymond introduced Resolution 13-A, accepting the City of Selah Hearing Examiner's recommendation of approval of a Class 3 review use application to locate a new daycare center in an existing building which is located in the Business, General (B-2) zoning district and the City's downtown parking exempt area. Mr. Peters presented the information. After presentation,

Councilmember Carlson asked the Police Chief about enforcement on parking. Chief Christman said with issues like this, he would take a proactive approach, but he anticipates there will be a learning curve. Chief said he predicts there will be some complaints from businesses and motorists, concerned about kids running across the street.

Mayor Raymond asked Council what their desire is. Councilmember Wickenhagen made a motion to approve the Resolution so they could have a discussion. Councilmember Peterson seconded. Mayor Raymond restated the motion and asked for discussion.

Councilmember Wickenhagen said he believes that part of their responsibility as a City is to prepare for what is going on, but have a plan for potential issues, which in this case are parking and snow. Councilmember Iverson agreed, stated his concerns are not in the land use or the findings, but with the traffic. Mr. Iverson said he also has some concerns about the business proposal, that things were said that were not true and are not in place yet. Mr. Iverson said there is some work to be done, but he does support the kids having a place to go.

Councilmember Bell said he has a question for Jeff regarding 50 additional interactions per day, which is predictably during the lunch hour. Mr. Bell said he understands they cannot utilize parking stalls, but the Council could remand this back to the Hearing Examiner to consider the overall impact on businesses in that block and if parking would create an issue. Mr. Peters said he respectfully disagrees due to the principal behind the parking exemption. Mr. Peters explained the parking exemption and ways it helps and hurts the surrounding businesses, and stressed to Council that this issue should have been considered before now. Councilmember Wickenhagen asked if you cannot change the process in the middle then when can you change it? Mr. Peters responded that it should have been done before, and the Council should have had the forethought to look at streets and parking, and put together plan for downtown areas.

Councilmember Iverson asked if they approved the Resolution if the conditions required by the Hearing Examiner are automatically included as well? Mr. Case said yes, it is the Hearing Examiner's recommendation to approve the Resolution with the conditions, and then all conditions would apply. Mr. Case stressed to Council to remember Mr. Peters options, and if they deny the findings, to provide a specific factual reason.

Councilmember Marquis stated the owner of the building is going to rent to someone, and does not believe that 25 to 50 visits a day is too many. Mrs. Marquis said that is less than the restaurant, and probably less than the gym; and believes that would be a poor reason to deny the application.

Councilmember Carlson said he also worries about the safety and parking and adding kids to the busy street, but also stated that people have a right to rent the facility, and it is hard to go against the Hearing Examiner, despite that concern. And, Mr. Carlson added, that if all the conditions are satisfied, then how can Council deny it?

Hearing no further discussion, Mayor Raymond restated the motion and called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

#### **General Business: New Business:**

Mayor Raymond called on Joe Henne to present new business item 12-A regarding a study session for September 26<sup>th</sup> to discuss the Wastewater Treatment Plant needs.

Council agreed. And Joe stated it would start at 4:30 p.m. on September 26, 2023.

#### **Resolutions**

##### **13-E. Resolution Authorizing the Mayor to Sign Change Order No. 1 with Northwest Asphalt Striping and Sealing, LLC., Relative to the City's 2023 Crack Seal Project.**

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

Councilmember Carlson moved to approve the Resolution as presented. Councilmember Iverson seconded. Mayor Raymond restated the motion and asked Council for discussion.

Councilmember Bell asked Mr. Wallace if there is a possibility that we will be doing work outside Carlon park, or if the additional work is all within Carlon Park? Rocky said yes, the addition \$15,000 is in Carlon Park, and the \$18,000 is outside the park. Mr. Bell asked where outside the park? Mr. Wallace responded with Merinda Dr, Dwinnel Dr., and Lookout Point Road, and also Volunteer park.

Hearing no further discussion, Mayor Raymond restated the motion and called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes;

Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

**13-F. Resolution Authorizing the Public Works Director to Sign and Submit a Washington State Recreation and Conservation Office Funding Application for the Local Parks Maintenance Grant Program.**

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

Councilmember Bell moved to approve the Resolution as presented. Councilmember Carlson seconded. Mayor Raymond restated the motion and asked Council for discussion. Hearing none, Mayor Raymond called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

**Ordinances**

**14-A. Ordinance Repealing Chapter 6.10 and 6.58 of the Selah Municipal Code; Providing for Severability; Authorizing Corrections; and Directing Publication and Establishing an Effective Date**

Introduced by Mayor Raymond and presented by City Attorney, Rob Case. After presentation,

Councilmember Wickenhagen moved to approve the Ordinance as presented. Councilmember Marquis seconded. Mayor Raymond repeated the motion and asked Council for discussion. Hearing none, Mayor Raymond called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

**14-B. Ordinance Repealing Sections 5.01.125 and 5.01.127 of the Selah Municipal Code; Amending the Title of Chapter 5.07 of the Selah Municipal Code; Repealing Sections 5.07.080, 5.07.090 and 5.07.100 of the Selah Municipal Code; Providing for Severability; Authorizing Corrections; and Directing Publication and Establishing an Effective Date**

Introduced by Mayor Raymond and presented by City Attorney, Rob Case. After presentation,

Councilmember Peterson moved to approve the Ordinance as presented. Councilmember Wickenhagen seconded. Mayor Raymond repeated the motion and asked Council for discussion.

Councilmember Carlson asked Mr. Case if notice of this was sent to the Animal Control Officer's Superior? Mr. Case confirmed, yes, notice was sent to the Animal Control Officer and Chief Christman.

Hearing no other discussion, Mayor Raymond called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent;



Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries.

**14-C. Ordinance Amending Chapter 6.75, “Code Enforcement”, of the Selah Municipal Code; Providing for Severability; Authorizing Corrections; and Directing Publication and Establishing an Effective Date.**

Introduced by Mayor Raymond and presented by City Attorney, Rob Case. After presentation,

Councilmember Carlson asked if the City added their own jargon or if they just adapted it as written? Mr. Peters said all of the above, and restated the purpose of the Ordinance. Mr. Peters also mentioned that Council might be wondering where the other provisions are, and confirmed they are in Title 11. Mr. Peters explained that every two to four years, the State comes out with new information regarding building codes, and Title 11 is updated to reflect the changes.

Councilmember Bell moved to approve the Ordinance as presented. Councilmember Carlson seconded. Mayor Raymond repeated the motion and asked Council for any more discussion.

Councilmember Carlson asked about the maintenance portion of the Code as developments are built and zero scaping has been done, rather the builder has installed crushed rock as an inexpensive way to finish with no weed block. Mr. Carlson pointed out that often the rock is put on a steep hillside, where the homeowner has to mediate it because the builder didn't properly finish the build. Mr. Carlson clarified that he is talking about the quality of the City. Mr. Peters said, yes, weedy lots are already addressed and monitored in alignment with the Selah Municipal Code. Councilmember Carlson added that when something like this passes, it no longer becomes a priority, and he doesn't want to see homes built to save money, and now the homeowner has a zero-scape rock, intended to save money by the builder without care of the future owner. Mr. Peters recommended to amend the other building code standards or permit standards to require that, and add it to the code enforcement chapter. Mr. Carlson asked how quickly that could be presented? Mr. Peters said he would have to defer to the Public Works Director. Mr. Wallace said he could start work on it right away, but not sure on the legality of it. Mr. Case said he would have to do some research as there are different requirements to specify the way weeds need to be prevented.

Hearing no other discussion, Mayor Raymond called for a roll-call vote. Ms. Morales called roll: Councilmember Marquis – yes; Councilmember Bell – yes; Councilmember Costello – absent; Councilmember Carlson – yes; Councilmember Iverson – yes; Councilmember Wickenhagen – yes; Councilmember Peterson – yes. Motion carries

**Reports/Announcements**

**Departments**

- Police Department – Chief Christman provided a department update.
- Recreation Department – Zack Schab provided a department update.
- Planning Department – Jeff Peters provided a department update.

Councilmember Wickenhagen asked about the Housing Action Plan and Beckworth, and asked what the Council's roll is in this project. Mr. Peters said that Council has the final decision. Mr. Wickenhagen referenced the discussion earlier and how the issue of snow removal is going to be addressed and a plan developed? Mr. Peters replied that he will work with PW and the City Administrator to see what changes can be made.

Councilmember Carlson asked Mr. Peters if the plan was to use Beckwith for the comprehensive plan? Mr. Peters said yes. Mr. Carlson reasoned that is a new project and shouldn't it go out to bid? Mr. Peters said they do not have to if it is an extension of what they have been working on. Mr. Carlson asked if Mr. Peters had a rough ball park cost on the addition? Mr. Peters said \$150,000 is what the state has allotted in the grant application, and, Mr. Peters said, he had a preliminary discussion with Beckwith to see if they were capable of completing the work in that amount of money, and Beckwith confirmed they felt it was sufficient. Mr. Carlson clarified it was a 100% grant? Mr. Peters confirmed, yes.

- Public Works – Rocky Wallace provided a department update on projects.
- Finance – Dale Novobielski provided a department update on City Finances.

### **Councilmembers**

Councilmember Wickenhagen reported his work with the SDA to create business cards with a QR Code to a city map linking them to all the City businesses, which will be given to tournament teams and visitors.

Hearing no further reports, Mayor Raymond stated that there would be 5-minute break and then the Council would go into an Executive Session for RCW 42.30.110(10)(b) regarding the acquisition of real estate.

7:45 p.m.: Council took a 5-minute recess.

7:52 p.m.: Mayor Raymond called the meeting back to order. And stated the Council would be back on the record at 8:25 p.m.

7:52 p.m.: Executive Session started.

8:27 p.m.: Executive Session ended. Council was back on the record. Mayor Raymond stated that no votes were held and no decisions were made. Councilmember Carlson requested another 20 minutes. Mayor Raymond stated the Council would go back into the Executive Session for the same reason and be back on the record at 8:48 p.m.

8:27 p.m.: Executive Session started again.

8:49 p.m.: Executive Session ended. Council came back on the record. Mayor Raymond stated that no votes were held and no decisions were made.

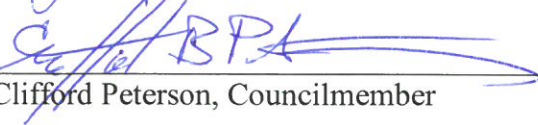
**Adjournment**

Councilmember Wickenhagen moved to adjourn the meeting. Councilmember Carlson seconded. By voice vote, motion carries.

Meeting ended at 8:49 p.m.

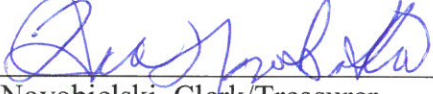
  
\_\_\_\_\_  
Roger Bell, Councilmember

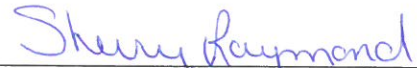
  
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Jared Iverson, Councilmember

  
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Clifford Peterson, Councilmember

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Michael Costello, Councilmember

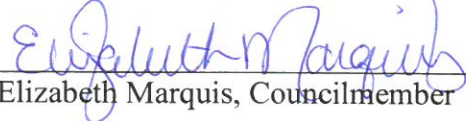
ATTEST:

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

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

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

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

  
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Elizabeth Marquis, Councilmember