



CITY COUNCIL MINUTES

December 02, 2020

City Council of the City of Ephrata, Grant County Washington met in regular session on December 02, 2020. The meeting was called to order at 6:30 p.m. by Mayor Bruce Reim and adjourned to executive session to discuss sale or acquisition of real estate (RCW 42.30.110 (1) c) for approximately thirty minutes. Executive session adjourned, no decisions were made or action taken. Meeting reconvened at 7:00 p.m.

Due to the COVID-19 Pandemic and Governor Inslee's Proclamation 20-28, this meeting is being conducted remotely using the ZOOM video conferencing.

Members Present: Mayor Bruce Reim, Mayor Pro Tem William Coe, Council members Mark Wanke, Matt Moore, Valli Millard, Sarah McDonnell, Tony Mora and Kathleen Allstot

Staff Present: City Administrator Mike Warren, City Attorney Anna Franz, Public Works Director Bill Sangster, Community Development Director Dan Leavitt, Community Relations Director Traci Bennett, Fire Chief Jeremy Burns, Police Chief Kurt Adkinson, and City Clerk/Finance Director Leslie Trachsler

No public signed up to speak.

Agenda: There were no additions or corrections to the agenda

Presentations: None

Consent Agenda: Motion was made to approve consent agenda. (m/s Millard/Wanke)
Motion carried.

Items on the consent agenda are as follows:

Claims #92681 through #92716 in the amount of \$406,248.26
Payroll Checks #46769 through #46782 in the amount of \$31,753.13
Payroll Claims #92652 through #92669 in the amount of \$234,845.89
Payroll Direct Debit in the amount of \$6,000.00
Payroll Direct Deposit in the amount of \$181,895.39
Claim #92647 through #92651 in the amount of \$1,567.68
Claims #92670 through #92680 in the amount of \$46,104.50

VOID Check #92646 – Printing Error

VOID Manual Check #92102020 in the amount of \$(224.22)

VOID Check #92474 in the amount of \$(840.00)

Minutes of the November 18, 2020 Council meeting

Set Public Hearing on Six Year Capital Facilities Plan – December 16, 2020 at 7:00 p.m.

Special Event Applications:

- Ephrata Food Bank Christmas Boxes

Committee Reports – Grant County Economic Development Council (EDC) Report:

Council member Coe gave an update on what is going on at Grant County EDC. They have facilitated 34 small business grants for Ephrata businesses totaling over \$310,000, Department Of Commerce has announced a new grant for small businesses beginning today. Grant County EDC is the busiest in the state as far as interest/projects. The EDC has an employee who has been certified to fly drones which is helpful to promote business/land development. They have been working with the Small Business Development Council to do a virtual trade show. Council member Coe advised that there is a lot going on at the EDC and there has been lots of interest and prospective projects.

Public Hearing – Ordinance 20-06 City of Ephrata 2021 Budget: Mayor Reim opened public hearing at 7:06 p.m. This is the 2nd public hearing on the 2021 Budget. Director Trachsler gave a brief staff report. There have been no changes or modifications since the last presentation. The proposed budget is 25% more than 2021 due to two major construction projects as well as several planned capital improvements and savings for future equipment purchases. The proposed 2021 budget is \$22,414,280.

Council discussion ensued. There being no public comment Mayor closed public hearing at 7:10 p.m.

Ordinance 20-06 – 2021 City of Ephrata Budget: Motion to approve and accept Ordinance 20-06 adopting the final Budget for the City of Ephrata for the year ending December 31, 2021. (m/s Coe/Millard) Motion carried.

Upgrade Meter Reading Handheld Units and Software: Our current meter reading units and the supporting software are in excess of 10 years old and are no longer being supported by the supply vendor. In order to assure uninterrupted ability to read all our water meters an upgrade is warranted. The proposed software will integrate with the current billing software and the units will work with the radio read meters.

Motion to authorize Administration to execute Maintenance and Service Agreements and to proceed with the purchase of handheld meter reading units and supporting software. (m/s Moore/McDonnell) Motion carried.

Professional Service Agreement – Martin-Morris Agency: Administrator Warren advised that the City has an established relationship with Martin-Morris Agency as our Insurance Broker since before 2008. This Professional Service Agreement formalizes our

relationship and is required by the Washington State Insurance Commissioner.
Administrator Warren advised that legal counsel has reviewed and made modification.

Motion to authorize Administration to execute Professional Service Agreement with Martin-Morris Agency, Inc. as amended by counsel. (m/s Wanke/Moore) Council discussion ensued regarding obtaining quotes from other insurance brokers for the next year, motion carried.

City Administrator Report: None at this time.

There being no further business meeting adjourned at 7:17 p.m.

Bruce Reim, Mayor

ATTEST:

Leslie Trachsler, City Clerk