



CITY COUNCIL MINUTES

December 16, 2020

City Council of the City of Ephrata, Grant County Washington met in regular session on December 16, 2020. The meeting was called to order at 7:00 p.m. by Mayor Bruce Reim.

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, 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

Pledge of Allegiance was said.

No public signed up to speak.

Agenda: There were no additions or corrections to the agenda. The Public Hearing that was originally scheduled for tonight has been postponed.

Presentations: Tim Payne, Superintendent for the Ephrata School District addressed Council regarding the upcoming levy election on February 9, 2021. This levy will replace the expiring Educational Programs and Operations levy which expires December, 2021. The combined Bond and Operations levies will not exceed \$4.30/\$1000 assessed value. Ephrata is one of the few districts who did not lay-off any employees during the pandemic.

Council discussion/questions ensued.

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

Items on the consent agenda are as follows:

Claims #92722 through #92773 in the amount of \$395,300.76
Claims #92717 through #92721 in the amount of \$10,281.25
Manual Claims #86122020, 87122020, 88122020, 89122020 in the amount of \$2,721.99
EFT in the amount of \$21,445.63
VOID Check #92642 in the amount of \$(9,912.73)
Minutes of the December 16, 2020 Council meeting
Special Event Applications: None

Public Hearing – Six Year Capital Facilities Plan Update: This public hearing is being postponed pending review by the Planning Commission.

Ordinance 20-07 – Fee Schedule and Charges for City Services: Director Trachsler gave a brief staff report. Council philosophy has been to make small incremental increases to the City’s fees and charges annually by the CPI for that year. This ordinance reflects a 2.1% increase to all fees with the exception of the sewer rates, garbage rates, and pool rates.

In order to cover the loan for the upgrades to the sewer collection system and treatment facility, sewer rates will have to increase beyond the CPI. The dollars from the payoff of the construction loan for the treatment facility will be rolled into the new loan. It was calculated that we would need to raise rates an additional \$1/year for the next 5 years. This equates to a 5% increase for 2021.

With the anticipated increase in landfill rates by the County on March 1, 2021, staff will prepare a separate ordinance to cover those increased costs. Along with the garbage rates, this ordinance will also address rate increases to the Splash Zone fees once the Parks Commission has a chance to review.

Motion to approve and accept Ordinance 20-07 entitled “Fee Schedule and Charges for City Services”. (m/s Moore/Wanke) Motion carried.

Ordinance 20-08 – Supplemental Appropriations for 2020 Budget: Director Trachsler advised Council that at the end of each year, a detailed review of revenues and expenditures is undertaken to assure compliance with budget law. This review allows us to take a look at those unanticipated expenditures and make sure that we do not exceed the budgeted amount at year end. The majority of increases are from unbudgeted projects, unexpected rate increases and CARES Grant projects.

Motion to approve and accept Ordinance 20-08 amending the 2020 Budget. (m/s Millard/Coe) Motion carried.

Discussion on Board Appointments: Each year we conduct a review of Council appointments to outside Boards. Current appoints are:

- Grant Transit Authority Board – Mayor Bruce Reim

- Grant County Health Board – Mark Wanke
- Grant County EDC Board – Will Coe
- Board of Volunteer Firefighters – Kathleen Allstot

Motion to extend all current appointments. (m/s Moore/Wanke) Motion carried.

Approval of Amended RenoSys Contract to Re-Surface Splash Zone: Director Bennett advised Council that the previously approved contract with RenoSys was amended to address RenoSys obtaining a Performance Bond. This increased the contract amount by roughly \$10,000.

Motion to approve the amended contract with RenoSys and authorize Administration to execute contract. (m/s Allstot/McDonnell) Council discussion ensued. Motion carried.

Approval of Lodging Tax Advisory Committee (LTAC) Tourism Allocation for 2021: Director Bennett gave a brief staff report on the LTAC meeting and review process of applications for funding from the Tourism Fund for 2021. There were seven applications submitted for consideration. The LTAC recommends funding the following:

- | | | |
|---------------------------------|--------------------|----------|
| • Ephrata Chamber of Commerce | Promotion | \$10,000 |
| • City of Ephrata | Promotion | \$15,000 |
| • Columbia Basin Youth Baseball | Tournaments | \$25,000 |
| • Ephrata Chamber of Commerce | Sage-N-Sun | \$15,000 |
| • Ephrata Chamber of Commerce | Art & Wine Walk | \$ 4,000 |
| • Ephrata Chamber of Commerce | Car and Toy Show | \$ 6,000 |
| • Ephrata Chamber of Commerce | Miracle on Main St | \$ 3,000 |

Total award amount is \$78,000.00 for 2021 Budget.

Council discussion ensued.

Motion to approve LTAC award recommendations as presented. (m/s Millard/Wanke) Motion carried.

Authorize Administration to enter Lease Agreement for Xerox Copier: Director Trachsler advised that the lease agreement on the current copier is set to expire January 4, 2021. Xerox is on the State/Local Government Negotiated Contract and for a machine with similar functionality there would be a savings of approximately \$89 per month. This is a 5 year lease and includes repairs and all consumable supplies.

Motion to authorize Administration to enter Lease Agreement with Xerox for Copier. (m/s Coe/Allstot) Council discussion, motion carried.

Extension of Resolution 20-015 – City Hall Closure and Establishing Employee Compensation during COVID-19 Health Crisis: The current Resolution is set to expire on Friday, December 18, 2020 unless extended by Council. Administrator Warren advised that Governor Inslee has extended restrictions until January 4, 2021 and is

proposing Council approve the extension of Resolution 20-015. Staff is currently working a split crew/shifts to ensure continuity of city services.

Motion to extend Resolution 20-015 thru January 6, 2021. (m/s McDonnell/Coe)
Council discussion ensued the regarding extension and vaccinations. Mayor Reim stated that we want everyone to get vaccinated, and employees will be highly encouraged to get vaccinated. Motion carried.

City Administrator Report: None at this time.

There being no further business meeting adjourned at 7:36 p.m.

Bruce Reim, Mayor

ATTEST:

Leslie Trachsler, City Clerk