



CITY COUNCIL MINUTES

January 20, 2021

City Council of the City of Ephrata, Grant County Washington met in regular session on January 20, 2021. The meeting was called to order at 6:45 p.m. by Mayor Bruce Reim and adjourned to executive session to discuss litigation or potential litigation (RCW 42.30.110(1)i) for approximately fifteen 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, 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

Motion to excuse Council member Mora. (m/s Moore/Allstot) Motion carried.

Pledge of allegiance was said.

This meeting is being recorded. 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 McDonnell/Millard) Motion carried.

Items on the consent agenda are as follows:

Claims #92842 through #92871 in the amount of \$84,323.15
Claims #92872 through #92900 in the amount of \$58,821.09
Claims #92839 through #92841 in the amount of \$195.61

Manual Claims #86012021, 87012021, 88012021, 89012021 in the amount of \$2,850.13

EFT in the amount of \$24,179.50

Minutes of the January 06, 2021 Council meeting

Special Event Applications: None

Public Hearing: Resolution 21-002 – Six-Year and Twenty-Year Capital Facilities

Plan Update: Mayor Reim opened public hearing at 7:03 p.m. Director Leavitt gave a brief staff report. The Capital Facilities Plan (CFP) is a long-range financial plan of six or more years that allows the City to prioritize public projects and identify funding sources. It does not commit the City to a particular project in a specific year. It does allow flexibility based on need and funding opportunities. The Growth Management Act (GMA) requires jurisdictions planning under the GMA to include a capital facilities element in their Comprehensive Land Use Plan. It is our normal process to update the CFP annually.

Ephrata Planning Commission held a Public Hearing on January 14, 2021 on the CFP and have forwarded to Council their Resolution 21-001 recommending Council approval of an amendment to the Capital Facilities Element of the Ephrata Comprehensive Land Use Plan.

There being no public comment, Mayor Reim closed public hearing at 7:06 p.m.

Resolution 21-001 – Establishing Billing for Abatement of Property: Enforcement Official, Stacy Hooper, advised Council that this is the final step in the abatement of a determined nuisance at 326 7th Ave SW. The City hired a contractor to remove a dead tree and vegetation from this property. This Resolution allows City to bill the property owner for charges incurred and to file a lien against the property if not paid within 30 days.

Motion to accept and approve Resolution 21-001 Establishing Billing for Abatement of Property. (m/s Allstot/Coe) Motion carried.

Resolution 21-002 – Six-Year and Twenty-Year Capital Facilities Plan Update:

Motion to accept and approve Resolution 21-002 – 2021 Update of the Six-Year and Twenty-Year Capital Facilities Plan. (m/s McDonnell/Millard) Council discussion ensued. Motion carried.

Resolution 21-003 – Sale of City property to Public Utility District No. 2 of Grant County: Council Member Coe stepped down.

Director Leavitt gave a brief staff report. The Grant County PUD expressed interest in purchasing 1.6 acres of undeveloped property owned by the City for the future construction of a substation. Property is located off Dodson Road. An independent appraisal of the property was conducted and given a fair-market value of \$10,500.00.

Motion to accept and approve Resolution 21-003 authorizing the sale of City owned property to Public Utility District No. 2 of Grant County. (m/s Allstot/Moore) Motion carried.

Council Member Coe returned.

Report on Unclaimed Property Converted to City Use: Chief Adkinson advised Council that when unclaimed property is converted to departmental or city use that a listing of converted property be submitted to the Mayor/Council for review and retention. Items converted have a value of less than \$100 total.

Status Report on Outstanding Utility Accounts: Director Trachsler updated Council on the status of outstanding utility account balances. It has been 10 months since the temporary suspension of late fees and delay in termination for nonpayment. Since last reported to Council in June, 2020 the total delinquent account balance has increased 129% and stands at just under \$90,000. The number of delinquent accounts has risen from 90 to 223. Of those, the most concerning are the ones over the 90 days past due; 32 accounts representing approximately \$33,000.

Delinquent Notices continue to be sent out on a monthly basis to bring attention to the delinquency and to encourage customers to contact us to begin some type of payment arrangements.

Approve increase of legal fees for Marten Law and Authorize Administration to accept proposed rate increase: Marten Law is the City's legal counsel on the remediation at the Grant County Landfill and are proposing a 5% increase in their hourly rate. The City has insurance coverage for this legal representation which covers approximately 50% of their billings.

Motion to approve increase of legal fees for Marten Law and authorize Administration to accept proposed rate increase. (m/s Moore/Coe) Motion carried.

Reappointment of Jenny Seig and Patti Ferguson to the Parks and Recreation Commission: Mayor Reim advised that two Parks Commission position appointments terminated the end of November, 2020. Both Commissioners have expressed interest in serving an additional term.

Motion to confirm Mayor Reims re-appointment of Jenny Seig and Patti Ferguson to the Parks and Recreation Commission. (m/s Wanke/Millard) Motion carried.

Authorize Amendment #2 for Professional Architectural Services for ERC Re-Roof Project: Administrator Warren advised that this amendment is to the Agreement for Professional Services for Architectural Services for the Community Center and roof repairs for the Library and ERC. This amendment covers work for the ERC Re-Roofing Project and is to provide scope of work, cost estimates, bid specs and determine if asbestos is in roofing. Estimated cost is not to exceed \$8,900 without prior approval.

Motion to approve and accept Amendment #2 to the Professional Services Agreement for Architectural Services and authorize Administration to execute. (m/s McDonnell/Millard) Council discussion ensued. Motion carried.

City Administrator Report: None

There being no further business meeting adjourned at 7:35 p.m.

Bruce Reim, Mayor

ATTEST:

Leslie Trachsler, City Clerk