



## CITY COUNCIL MINUTES November 18, 2015

City Council of the City of Ephrata, Grant County Washington met in regular session on November 18, 2015. The meeting was called to order at 6:30 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 thirty minutes. Executive session adjourned, no decisions were made or action taken. Meeting reconvened at 7:00 p.m.

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

**Staff Present:** City Administrator Wes Crago, City Attorney Anna Franz, Recreation Director Ray Towry, Public Works Director Bill Sangster, Police Chief Mike Warren, Fire Chief Jeremy Burns and City Clerk Leslie Trachsler.

Pledge of Allegiance was said.

No public signed up to speak. There were no additions or corrections to the agenda.

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

Items on the consent agenda are as follows:

Claims #84128 through #84182 in the amount of \$101,002.30  
Manual Checks #86112015, 87112015, 88112015, 89112015 in the amount of \$1,948.45  
Minutes of the November 4, 2015 Council meeting  
Set Public Hearing for Policy 10010, Snow Removal, for December 2, 2015 at 7:00 p.m.  
Set Public Hearing for Ordinance 15-19 for December 2, 2015 at 7:00 p.m.

**Recreation Department Grant and Loan Application Report:** Director Towry reported on the grants and donations that the Parks and Rec Department has received. From 2011 to 2015 they have received just over \$103,000. The following is a breakdown of funds received and what they were used for:

- Lauzier Foundation: \$76,300 – Columbia Ridge playground

- Columbia Basin Foundation: \$14,238 – Columbia Ridge playground/BOLD Program Scholarships
- Kiwanis Club: \$3,205 – Security Cameras
- Windermere: \$2,000 – Winter Theater
- OMNY: \$1,717 – Splashzone Scholarships
- Walmart: \$1,500 – Daddy Daughter Dinner and Dance
- Cumulus: \$1,000 – Bold Program Scholarships
- Private Donations Anonymous: \$1,284 – Reader Board and program scholarships

**Basin Street Waterline Project Funding Opportunity:** Crago discussed the different funding mechanisms available to finance the waterline project. A second application was submitted to State Department of Health, Drinking Water State Revolving Fund (DWSRF). They approved the City’s application for Pre-Construction Engineering and we are waiting to hear on the construction phase of the project. It is anticipated that this loan will be at 1% interest.

**Public Hearing - 2016 Budget, Ordinance 15-18:** Mayor Reim opened the public hearing at 7:06 p.m. Crago gave a brief staff report. The 2016 budget is 8.18% more than 2015 and represents another year of maintaining “status-quo” in local services. It does reflect the engineering on the Basin Street Waterline Project and new fire equipment as approved by the voters this year. Overall, Ephrata has cut spending over 11.6% in the last 14 years. We continue to budget conservatively and are able to end each year with unbudgeted funds. Since 2008, Ephrata has had to carry a portion of these savings into the next year’s operations. Consequently, reserves have not continued to build. Revenues that support Police, Fire, Parks and Street are limited. Crago advised that balancing the budget in small communities like Ephrata continue to be difficult.

There being no public comment, Mayor closed public hearing at 7:13 p.m.

**Authorize Administration to Re-Enter Interlocal Agreement with Grant County Health District:** This agreement is unchanged and provides support to the Health District at \$1/citizen.

Motion to authorize Administration to re-enter Interlocal Agreement with Grant County Health District. (m/s Mora/Moore) Motion carried.

**First Reading of Amended Policy 1020 – Council Rules:** Crago gave a brief staff report. No new rules were created. The following areas of this policy were clarified:

- Audio-Visual recording area
- Voting Rules – Nay to No
- Prohibition on non-agenda items

**Authorize Administration to Enter Amended Agreement with North Central Regional Library:** This amendment reflects an addition of square footage of land used to the Agreement and the reimbursement for this use. No other provision of the agreement was modified.

Motion to authorize Administration to enter Amended Agreement with North Central Regional Library. (m/s Millard/Moore) Motion carried.

**Amended Policy 3095 – Health and Welfare:** This amendment provides for membership to MedStar for all full-time employees and LEOFF I Retirees. The proposed plan is affordable and is consistent with Council’s goal to retain quality employees. This coverage would be effective for January 1, 2016.

Motion to amend Policy 3095 Health and Welfare. (m/s Coe/Knitter) Motion carried.

**Authorization to Enter Agreement with Xerox for copier services:** Three proposals were obtained for copier service. All three machines were comparable in functionality and prices. The current lease with Xerox expires in January, 2016. Staff has been very satisfied with the equipment and service provided by Xerox and recommends approval of the Xerox 60 month lease option.

Motion to authorize Administration to enter Lease Agreement with Xerox for copier services. (m/s Allstot/Moore) Motion carried.

**Approval of Lodging Tax Advisory Committee Distribution of Tourism Funds:** Director Towry reviewed for Council the rules governing the use of Lodging Tax Funds. The Lodging Tax Advisory Committee met November 6<sup>th</sup> to review applications for funding from the Stadium/Convention Fund (hotel/motel tax). The proposed budget estimates \$34,500 in available funds for 2016 budget cycle. Five applications were submitted for consideration totaling over \$76,000.00. The following is a list of applicants, their request and the committee’s recommendation:

	<u>Request</u>	<u>Award</u>
• Ephrata Chamber of Commerce	\$ 7,500.00	\$ 2,500.00
• City of Ephrata	\$25,295.00	\$10,000.00
• Columbia Basin Youth Baseball	\$14,000.00	\$12,000.00
• Sage N Sun	\$10,000.00	\$ 5,000.00
• Basin Summer Sounds	\$20,000.00	\$ 5,000.00

Motion to approve and accept the Lodging Tax Advisory Committee’s distribution of Tourism Funds. (m/s Coe/Mora) Council member Millard recused herself since she is Ephrata Chamber President. Council discussion ensued. Sage N Sun is considering moving their event to August to coordinate with the Columbia Basin Youth Baseball World Series. Motion carried.

**Authorize Administration to Enter Agreement with Consolidated Disposal Inc. for Waste Management Services:** Crago reported that staff and the Mayor have been working with Consolidated negotiating the terms of the new agreement. Crago pointed out that Consolidated provides a great service to the community by providing garbage service, for free, to the various community events. This agreement reflects a slight change in rates, is for 5 years with an option to renew for an additional 5 years. One

significant change is that 35 gallon cart service will be ending for several different reasons. In an effort to minimize the impact, this service will be phased-out over the next two years. No new 35 gallon carts will be issued or replaced beginning January, 2016 with total phase-out by January, 2018.

Motion to authorize Administration to enter Agreement with Consolidated Disposal Inc. for waste management services. (m/s Coe/Wanke) Council discussion, motion carried.

**City Administrator Report:**

2015 Budget Report: Overall performance is status-quo; revenues are 11% below budget while expenses are 17% below budget. General fund cash reserves are up slightly from last month.

There being no further business meeting adjourned at 7:43 p.m.

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Bruce Reim, Mayor

ATTEST:

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Leslie Trachsler, City Clerk