



## **CITY COUNCIL MINUTES**

### **February 03, 2016**

City Council of the City of Ephrata, Grant County Washington met in regular session on February 03, 2016. The meeting was called to order at 7:00 p.m. by Mayor Bruce Reim.

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

**Staff Present:** City Administrator Wes Crago, City Attorney Katherine Kenison, Community Development Director Ron Sell, Public Works Director Bill Sangster, Police Chief Mike Warren, Fire Chief Jeremy Burns and City Clerk Leslie Trachsler.

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

Pledge of Allegiance was said.

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

Items on the consent agenda are as follows:

Claims #84474 through #84536 in the amount of \$81,186.00  
Payroll #44342 through #44369 in the amount of \$44,576.59  
Payroll Claims #84456 through #84473 in the amount of \$216,055.65  
Payroll Direct Debit in the amount of \$6,000.00  
Payroll Direct Deposit in the amount of \$152,651.51  
Minutes of the January 20, 2016 Council meeting

Council member Knitter was present at 7:03 p.m.

**2014 Audit Report:** Crago reported that the 2014 Annual Audit has been completed. There were no findings, management letters, no material misstatements or uncorrected misstatements. There were a few exit item recommendations that were small and fairly insignificant items. The Auditors also made note that they provide an opinion that the City's Financials are not prepared in accordance with GAAP. The City reports using the

Cash Basis of Accounting. Crago reported that the Auditors commented that it was a very smooth audit.

**Ordinance 16-02 Establishing Fund 215 – Fire Bond Redemption Fund:** The establishment of this fund is a requirement of Bond Ordinance 15-19, the Unlimited Tax General Obligation Bond, 2015 for the purchase of fire and life safety equipment.

Motion to approve and accept Ordinance 16-02 establishing Fund 215 – Fire Bond Redemption Fund. (m/s Moore/Knitter) Motion carried.

**Ordinance 16-03 Supplementary Appropriations:** This ordinance provides for the expenditure of the Fire Bond proceeds along with appropriating the funds to the new Fire Bond Redemption Fund necessary to pay the Bond Payment. Also, to roll-over funds for construction of pocket parks that did not get spent in 2015.

Motion to approve Ordinance 16-03 Supplementary Appropriations. (m/s Mora/Moore) Motion carried.

**Authorize Administration to enter Agreement with Cascade Fire & Safety for purchase of KME Legacy Pumper Fire Engine:** Crago reported that staff continued to work with Cascade Fire & Safety/KME on the purchase contract. Specifically making sure that if the City pre-pays for the engine there is language to safeguard the prepayment, provide recourse for defaults and ensure prompt refund in case of default. There will be a Surety Bond as well. Prepayment would save the City close to \$12,000 on the purchase price.

Motion to authorize Administration to enter Agreement with Cascade Fire & Safety for the purchase of KME Legacy Pumper Fire Engine. (m/s Wanke/Moore) Motion carried.

**Adoption of Policy 3025 – Workplace Violence:** This policy is a requirement for Police Accreditation. Staff believes it would be beneficial for all city departments.

Motion to adopt Policy 3025 – Workplace Violence. (m/s Allstot/Moore) Motion carried.

### **City Administrator Report**

Final 2015 Budget Report: Cash reserves dropped which we will be watching closely. The overall performance expenses were 10% under budget and revenues were 2% over budgeted. The cash reserves reported is just General Fund.

There being no further business meeting adjourned at 7:10 p.m.

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Bruce Reim, Mayor

ATTEST:

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Leslie Trachsler, City Clerk