



CITY COUNCIL MINUTES

December 21, 2016

City Council of the City of Ephrata, Grant County Washington met in regular session on December 21, 2016. The meeting was called to order at 7:00 p.m. by City Administrator Crago.

With the absence of the Mayor and Mayor Pro-tem, Crago called for nominations for Chairperson. Motion to appoint Matt Moore as Chairperson. (m/s Allstot/Knitter)
Motion carried.

Members Present: Council members Mark Wanke, Matt Moore, Valli Millard, Stephanie Knitter, Tony Mora, and Kathleen Allstot.

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

Motion to excuse Mayor Reim and Mayor Pro-tem Coe. (m/s Millard/Knitter) Motion carried.

Pledge of Allegiance was said.

No public signed up to speak.

Agenda: There were no corrections to the agenda.

Presentations: None

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

Items on the consent agenda are as follows:

Claims #86122016, 87122016, 88122016 and 89122016 in the amount of \$2,031.51

Electronic payment in the amount of \$17,404.81

Voided claims check #85931 in the amount of (\$93.04)

Claims #85996 thru 85998 in the amount of \$266.04
Claims #85999 thru 86046 in the amount of \$57,010.11
Minutes of the December 7, 2016 Council meeting

Public Hearing – Community Priorities Team Plan, Phase III Options: Public hearing was opened at 7:02 p.m. Moore gave a brief review of the Community Priorities Team Plan (CPTP). Phase I was the approval of 0.1% public safety sales tax for increased staffing to include an INET officer and Captain’s position for the Police Department; Phase II was the voter approved bond for the purchase of Fire equipment. There are two remaining phases to consider:

- Residential Street Maintenance funded by the creation of a Transportation Benefit District
- Creation of a parks district and new ERC funded by the creation of a Metropolitan Parks District

There was no public comment, public hearing closed at 7:03 p.m.

Ordinance 16-20 – Amending EMC 1.04 “Penalty”: Each year we increase fees and penalties by the Consumer Price Index. For 2016-17 that increase is 0.6%. Motion to approve and accept Ordinance 16-20 Amending EMC 1.04 entitled “Penalty”. (m/s Allstot/Mora) Motion carried.

Ordinance 16-21 – Amending EMC 5.04 “Municipal Swimming Pool”: Pool rates have been included in a separate section of Code. This ordinance removes all references to those fees which will then be added to EMC 3.35. Motion to approve and accept Ordinance 16-21 amending EMC 5.04 entitled “Municipal Swimming Pool”. (m/s Knitter/Wanke) Motion carried.

Ordinance 16-22 – Amending EMC 3.35 “Fee Schedule and Charges for City Services”: Each year we increase fees and charges for city services by the Consumer Price Index. For 2016-17 that increase is 0.6%. There were several exceptions as follows:

- Water rates were increased 7.6% in accordance with the Water System Capital Improvement Plan approved by Council in 2011.
- A new section was added for rates to Splashzone. Rates for admissions, season passes, rentals and all other fees except swim lessons were adjusted 16% to account for the voter approved minimum wage initiative. Swim lessons were adjusted 10% in an effort to keep them as affordable as possible.

Motion to approve and accept Ordinance 16-22 amending EMC 3.35 entitled “Fee Schedule and Charges for City Services”. (m/s Allstot/Millard) Council discussion ensued, motion carried.

Ordinance 16-23 – Amending EMC 5.08 “Utility Occupational Tax”: Crago advised that all utilities pay a tax, including city-owned utilities (water, sewer, sanitation). This ordinance raises the Utility Occupational Tax on City-owned sanitation services and is an

internal tax. It is important to note that the utility taxes paid do not impact our overall utility rates, only the distribution of revenues between the utility and the general fund. Motion to approve and accept Ordinance 16-23 amending EMC 5.08 entitled “Utility Occupational Tax”. (m/s Wanke/Mora) Motion carried.

Ordinance 16-24 – Supplemental Appropriations: This ordinance adjusts our budgeted figures to appropriately reflect what we anticipate our actual expenses will be. There are unanticipated revenues to cover these expenses. Motion to approve and accept Ordinance 16-24 Supplemental Appropriations amending the 2016 Budget. (m/s Millard/Knitter) Motion carried.

Bill Schedule for 2017: Informational – Crago advised this schedule assigns a date when each Council member is responsible for reviewing and signing off on the submitted bills prior to the Council meeting.

Reappointment to Civil Service Commission: Motion to confirm Mayor Reims reappointment of Debbie Lowe to the Civil Service Commission. (m/s Mora/Wanke) Motion carried.

Reappointment to Planning Commission: Motion to confirm Mayor Reims reappointment of Donald Guillemette and Joseph Dennis to the Ephrata Planning Commission. (m/s Allstot/Millard) Motion carried.

Appointment to Grant County EDC Board: Motion to confirm Mayor Reims appointment of Mayor Pro-tem Will Coe to the Grant County Economic Development Council. (m/s Millard/Allstot) Motion carried.

Annual Audit for 2015 by State Auditor’s Offices: State Auditors have completed their Annual Audit for 2015. They conducted a Financial Statement Audit and an Accountability Audit. It was a clean, unqualified opinion with no management letters or findings.

Ephrata School District Grant for Crossing Signals: Crago advised that the School District has applied for a grant to provide more crossing signals near local schools. In the past, City crews have assisted with the installation. The Mayor is requesting Council approval by motion in order to strengthen the School’s application. Motion to support the Grant Application for the Ephrata School District for crossing signals. (m/s Wanke/Knitter) Motion carried.

Surplus City Fire Engine: Engine 2112, a 1998 Freightliner Fire Engine is scheduled for replacement with the purchase of the new, voter approved, Fire Engine. The new engine is nearly ready for delivery. All proceeds from the sale will go into the Fire Reserve Fund for future vehicle purchases. Motion to surplus E2112, 1998 Freightliner Fire Engine. (m/s Mora/Wanke) Motion carried.

Accept Donation for Daddy-Daughter Dance: Recreation Supervisor, Carrie Hoiness, was successful in obtaining a \$1,900 donation from Walmart for decorations and supplies for the Daddy-Daughter Dinner Dance in February. Motion to accept \$1,900 donation from Walmart for 2017 Daddy Daughter Dinner Dance event. (m/s Millard/Allstot) Motion carried.

Surplus City Ambulance-Rescue Truck: Rescue 2141, a 1994 Type III ambulance is scheduled for replacement with the purchase of the new, voter approved, Rescue Rig. The new ambulance-rescue rig is nearly ready for delivery. All proceeds from the sale will go into the Fire Reserve Fund for future vehicle purchases. Motion to surplus Rescue 2141, Type III ambulance. (m/s Knitter/ Wanke) Motion carried.

City Administrator Report:

2016 Budget Report: Cash reserves are down slightly. Overall, expenses are 6% below budget and revenues are 2% below budget. This is typical for this time of year.

Transportation Improvement Board Grant Awards for 2017-2018: The grant application the City submitted for 1st Avenue NW from Maringo Rd to E Street NW has been approved and funded for \$330,000. This project is slated for 2018.

Director of Community Services Applications: Deadline to apply was December 16th there were sixteen (16) applications received and are being reviewed and narrowed down. Crago reported that the Mayor would like at least one council member to be on interview panel. Interviews will be sometime mid-January.

Awards were given out last week to three city employees:

- Heather Van Paepegem, Records Manager, for exemplary customer service
- Stacy Hooper, Permit Tech, for exemplary customer service and interest shown in pursuing inspections
- Bill Cox, Building Official, for obtaining his certification from FEMA for Flood Plain Management

There being no further business meeting adjourned at 7:25 p.m.

Matt Moore, Chairperson/Council member

ATTEST:

Leslie Trachsler, City Clerk