



## CITY COUNCIL MINUTES

### May 3, 2017

City Council of the City of Ephrata, Grant County Washington met in regular session on May 03, 2017. 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 Anna Franz, Community Development Director Ron Sell, Public Works Director Bill Sangster, Police Chief Mike Warren, Fire Chief Jeremy Burns and City Clerk/Finance Director Leslie Trachsler.

Motion to excuse council member Knitter. (m/s Allstot/Moore) Motion carried.

Pledge of Allegiance was said.

No public signed up to speak. This meeting is being recorded.

**Agenda:** There were no additions or corrections to the agenda.

**Presentations:** None

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

Items on the consent agenda are as follows:

- Claims #86647, 86667 and 86668 in the amount of \$61,467.53
- Claims #86669 through #86718 in the amount of \$71,056.48
- Payroll #44956 through #44982 in the amount of \$31,368.03
- Payroll Claims #86648 through #86666 in the amount of \$222,648.42
- Payroll Direct Debit in the amount of \$6,000.00
- Payroll Direct Deposit in the amount of \$166,618.88
- Minutes of the April 19, 2017 Council meeting
- Approval of Fireworks Stand Licenses:
  - J&M LLC of Oroville, WA at Moore Furniture Parking Lot

- Soap Lake School District at Walmart Parking Lot
- Approval of Special Event Applications:
- Autism Awareness Walk May 20, 2017, 9:00 a.m. to 3:00 p.m.  
Courthouse to Beezley Hill
  - Ephrata Farmer's Market Saturdays 7:00 a.m. to 12:30 p.m. C Street at Courthouse

**Potholes and Funding Options for ongoing Street Maintenance:** Crago gave a brief staff report on the winter damage to our city streets. Estimated cost of damage is approximately \$145,000, our budget for repairs is \$18,000. City crews have patched 25 minor sized potholes and will contract out patching six major potholes next week. There are three roads which had extensive damage and will need reconstruction; 14<sup>th</sup> SW, 15<sup>th</sup> SW and Railroad Avenue. City crews will take these streets down to the sub-base and then obtain bids to place with double BST to get us by for now.

Crago reviewed the Community Priorities Team which was tasked with the job of identifying the needs of the City, then setting the goals and objectives for the next 10-years. This process began in 2014. The next phase will be the voter approved Transportation Improvement District to fund street maintenance. To implement a city-wide chip-seal program will require approximately \$180,000 per year. There are three options:

1. Do nothing.
2. Initiate a sales tax increase of 0.1% or 0.2% on non-food sales. Non-residents would pay as well. Sales tax would sunset at the end of 10 years.
3. Create a Transportation Benefit District funded by car tab fees. Only residents pay. Fee greater than \$20/car tab requires voter approval.

Options 2 and 3 would be taken to the voters for approval. Council discussed the pros and cons of these options.

**Public Hearing – General Sewer System Comprehensive Plan:** Mayor Reim opened public hearing at 7:17 p.m. Crago gave a brief introduction of the Sewer System Comp Plan.

Nancy Wetch, Engineer with Gray & Osborne, gave a brief report on the Sewer System Comprehensive Plan (Plan) and reviewed the summary handout which included the following items:

- Project Description
- Regulatory Requirements
- Plan Recommendations
- Environmental Impacts
- Alternatives/Cost Effectiveness
- Rate Impacts

The general purpose of the Plan is to address the wastewater collection and treatment system and the ability of these systems to meet a projected 20-year forecast. This

recommendation is broken down into two sections; Collection System Improvements and Water Reclamation Treatment Facility Improvements.

Recommended improvements for the collection system primarily involve replacing lines and increasing the size of those lines. The estimated cost for the collection system improvements is \$2,551,000 and consists of the following:

1. Replace 2,650 LF of 6 and 8 inch pipe with 10 inch pipe on E Street SW, F Street SW and 3<sup>rd</sup> Avenue SW - \$630,000
2. Replace 3,000 LF on Division Avenue from Ivy Street to B Street - \$930,000
3. Replace 1,700 LF of 10 inch pipe with 12 inch pipe on Peach Tree Lane – 435,000
4. Replace 425 LF of 6 inch pipe with 8 inch pipe on C Street between 1<sup>st</sup> and Division - \$130,000
5. Purchase a Vactor Truck - \$400,000
6. Purchase two Trailer Mounted Bypass Pumps - \$20,000
7. Telemetry Improvements at Walmart and Prairie Bluff Lift Stations - \$6,000

A variety of needs were identified at the Water Reclamation Facility. Deficiencies were identified at the influent lift station and the solids handling process. The estimated cost for the Water Reclamation Treatment Facility Improvements is \$3,984,000 and consists of the following recommendations:

1. New Equalization Tank – 100,000 gallon - \$422,000
2. Clarifier No. 1 Stamford Baffle and Recoat - \$128,000
3. Replace SCADA System - \$505,000
4. Replace UV Disinfection System and Controls - \$917,000
5. Blowers - \$161,000
6. Mixers - \$160,000
7. Digester Insulation - \$139,000
8. Membrane Thickening System - \$1,200,000
9. WAS Piping Reconfiguration - \$57,000
10. Spare Centrifuge Brake & Control Panel - \$110,000
11. Electrical for Solids Treatment Facilities Improvements - \$183,000

Nancy discussed the potential impact on rates and that the loan for the Treatment Facility will be sun-setting in the next few years. With that in mind, City could obtain low interest loans with minimal impact on rates.

There was no public comment.

Council discussion ensued regarding the timing; is this work that has to be completed now? Nancy advised that the City is not under a regulatory compliance order so these recommendations are growth driven to address the future needs of the system ten years from now. The items listed have not been prioritized but they can be for future discussions.

Hearing closed at 7:38 p.m.

**Public Hearing – Ordinance 17-03 Community Street and Utility Standards:** Public hearing opened at 7:38 p.m.

Director Sell gave a brief staff report. This request, from City staff and Planning Commission, is an update to the City's Community Street and Utility Construction Standards in order to remain consistent with current construction standards, state law and to meet new changes in the community. A public hearing was held before the Planning Commission on February 23, 2017 where they approved Resolution 17-002 recommending approval of the amendments. Staff recommends that Council adopt the recommendation as submitted by the Ephrata Planning Commission.

Director Sell highlighted the main modifications as follows:

Update index with page numbering; cleaned up grammar; set minimum construction fee of \$25; added construction inspector as designated reviewer; added requirement for as-built construction drawings after completion and in cad format; added an after hour inspection rate fee; cleaned up timing for guarantee of work; added new streets to Street List; clarified type of concrete used; changed pavement patching requirement from 10 days to 30 days; modified hydrant testing and color coding; video tape sewer mains by city, if additional inspection is required will be paid by developer; added "Approved Equal" language for infrastructure when approved by Public Works Director; water line at lift station to be metered and have back flow prevention device installed; concrete finishing standard for sidewalk surface; new hydrant model type change; increase Primary Street Right-of-way from 80' to 100', cul-de-sac standard increased to 96' of pavement in 100' right-of-way; no parking signs to be placed in cul-de-sac; and sand bedding in water meter box.

There was no public comments and no Council comments. Public hearing closed at 7:45 p.m.

**Public Hearing – Resolution 17-965 Comprehensive Land Use Plan Capital Facilities Element:** Public hearing opened at 7:45 p.m.

Crago advised that the Comprehensive Land Use Plan Capital Facilities Element was recently approved by Council on March 15, 2017. There are two minor corrections to funding sources that require modification. This modification will add REET 1 and REET 2 as funding sources for 2017.

There was no public comments and no Council comments. Public hearing closed at 7:47 p.m.

**Ordinance 17-03 Community Street and Utility Standards:** Motion to approve and accept Ordinance 17-03 Amending the Ephrata Community Street and Utility Standards. (m/s Allstot/Mora) Motion carried.

**Resolution 17-965 Comprehensive Land Use Plan Capital Facilities Element:**

Motion to approve and accept Resolution 17-965 Adopting Amendments to the Capital Facilities Element of the City of Ephrata Comprehensive Land Use Plan. (m/s Moore/Millard) Motion carried.

**Community Priorities Team Phase-III Calendar:** Administrator Crago reviewed the timeline. There would be extensive public hearings and town hall meetings to communicate the need to the community and address their concerns. The proposed initiative would go to the voters in April, 2018.

**Draft Snow Removal Ordinance and Revised Snow Removal Policy:** Crago reported that after the extreme winter experience this year, staff worked on improving the snow removal operations. There were recommendations to the plowing priorities and the creations of EMC 10.30 entitled “Snow Removal” which establishes enforcement with penalties for depositing snow into city right-of-way or public highway and interfering with snowplows. Crago advised that this is in draft form for Council review and comments.

**Property Ownership and Non-Resident Fees:** Crago reported that the City has non-resident fees in several areas. The two areas that rely heavily on property tax support are cemetery and recreation programs. Because they are significantly subsidized by property tax, careful calculations were made to create an appropriate fee for non-residents who do not pay property tax. Staff has had discussion with some individuals who own property in the city but do not reside within city limits. Staff would like to begin work on an amendment that upon proof of property ownership within the corporate limits of the city the non-resident fee would be waived.

Council directed staff to proceed with the amendment to non-resident rates.

**Accept Donated Electrical Service at Sports Complex from *RockunHog*:** Crago advised that the local soccer association desires to bring in food vendors for upcoming tournaments. The needs of this vendor is a 220v electrical service on the office/restroom building. This service is being donated by *RockunHog*, valued at approximately \$304.00 and will be overseen by the Parks and Building personnel.

Motion to accept donation of electrical service at the Sports Complex from *RockunHog*. (m/s Millard/Mora) Motion carried.

**Authorize and Consent for Lemargie, Kenison, Franz and Whitaker’s Simultaneous Representation of Ephrata and Moses Lake for an Interlocal Agreement:**

Splashzone is implementing a new program, “Dive-in Movies”, which requires an inflatable screen. Ephrata has the opportunity to rent this screen from the City of Moses Lake for a nominal fee (free). However, both communities are represented by the same legal counsel which requires a formal acknowledgement by Council of possible risk should the Interlocal agreement become contested.

Motion to authorize Mayor to sign the letter of consent and acknowledgement. (m/s Allstot/Wanke) Council discussion, motion carried.

**Authorize Administration to enter Interlocal Agreement with Moses Lake to Rent Inflatable Movie Screen:** Motion to authorize administration to enter Interlocal Agreement with City of Moses Lake to rent an inflatable movie screen. (m/s Allstot/Moore) Motion carried.

**Authorize Administration to enter Agreement with Grant County Economic Development Council:** This is our annual agreement for retail and industrial marketing. Motion to authorize administration to enter agreement with Grant County Economic Development Council. (m/s Mora/Moore) Motion carried.

**Authorize Administration to enter Agreement with Envestment Retirement Solutions:** This agreement allows Envestment Retirement Solutions to review the investment funds offered thru Mass Mutual by way of our local representative, Edward Jones. They will evaluate investments for performance and under-performing funds will be removed. This is at no cost to the City.

Motion to authorize Administration to enter Agreement with Envestment Retirement Solutions. (m/s Wanke/Allstot) Motion carried.

**City Administrator Report:**

Donation to Community Garden: The Community Garden is a volunteer organization and the city facilitates the renting of the garden beds only. However, they have received a donated portable bathroom for the summer. This is informational only for Council.

There being no further business meeting adjourned at 8:04 p.m.

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Bruce Reim, Mayor

ATTEST:

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Leslie Trachsler, City Clerk