



CITY COUNCIL MINUTES May 17, 2017

City Council of the City of Ephrata, Grant County Washington met in regular session on May 17, 2017. The meeting was called to order at 7:00 p.m. by Mayor Pro Tem William Coe.

Members Present: 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, Community Development Director Ron Sell, Public Works Director Bill Sangster, Community Relations Director Traci Bennett, Police Captain Eric Koch, Fire Chief Jeremy Burns, City Clerk/Finance Director Leslie Trachsler and Administrative Assistant Carrie Lnenicka.

It was noted that Mayor Reim was absent.

Pledge of Allegiance was said.

No public signed up to speak.

Agenda: Agenda was amended adding item 6 to Section VII.

Presentations: None.

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

Items on the consent agenda are as follows:

Manual Claims #86052017, #87052017, #88052017, #89052017 in the amount of \$1983.52

Electronic Fund Transfer in the amount of \$20,340.09

Claims #86721 through #86776 in the amount of \$739,238.74

Minutes of the May 3, 2017 Council meeting

Approve Special Event Applications

- Touch a Truck May 20, 2017, 8:00 a.m. to 2:00 p.m. Splash Zone parking lot
- Chief for a Day June 8, 2017, 6:00 a.m. to 3:00 p.m. C Street NW
- Rotary Youth Parade June 8, 2017, 5:00 p.m. to 7:00 p.m. C Street to Basin Street
- Sage & Sun Festival 7:00 a.m. June 9, 2017 to 12:00 p.m. to June 11, 2017 C Street to Basin Street.
- Sage & Sun Fun Run June 10, 2017, 6:00 a.m. to 11:00 a.m. Middle School to the Port area.
- Car and Toy Show June 10, 2017, 6:00 a.m. to 5:00 p.m. PUD parking lot

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. There are three roads which had extensive damage and will need reconstruction; 14th SW, 15th SW and Railroad Avenue. City crews will take these streets down to the sub-base and whomever the bid is awarded will place the double BST to get us by for now.

Telecommunications Briefing – In February, Council approved an agreement with Spyglass Group to conduct an audit on our telecommunications service billings in an effort to identify billing inconsistencies and dormant services. Their fees are based on any savings they identify due to overbilling and any recommended changes we implement. Of the implemented changes, the city will see approximately a \$200 monthly savings.

Ordinance 17-04: Amending EMC 1.22 Civil Code Enforcement: This amendment reflects the changing of the stipulated time for when the appeal hearing must be held before the City Administrator from seven days to fourteen days.

Motion to approve and accept Ordinance 17-04 amending EMC 1.22 entitled “Civil Code Enforcement”. (m/s Mora/Moore) Motion carried.

City operations closure for training on May 25, 2017 from 10:00 a.m. to 1:30 p.m.: Crago reported that City operations would be closed for an all hands staff training on May 25th from 10:00 a.m. to 1:30 p.m.

Award bid for Nat Washington Way Overlay Project: Bid opening for the Nat Washington Way Overlay Project was Wednesday, May 10th at 11:00 a.m. Three bids were received: Advanced Excavation Inc., Central Washington Asphalt and Tommer Construction. The apparent low bid was from Tommer Construction for \$224,460.00. The engineer’s estimate was \$203,700.00.

Motion to award the bid for Nat Washington Way Overlay Project to Tommer Construction. (m/sWanke/Allstot) Council discussion ensued, motion carried.

Accept donation of funds for rock rake: Grant County is surplusing a rock rake for \$1800.00. The Ephrata Sportsman's Association is donating \$800 and the City would pay \$1000 to purchase the rock rake.

Motion to approve and accept donation from Ephrata Sportsman's Association. (m/s Allstot/Moore) Council discussion ensued, motion carried.

Clear Risk Solutions use of ERC as Emergency Site: Clear Risk Solutions, administrator of the City's insurance pool, would need to use the ERC in the event that their leased property were to suffer a disaster. Clear Risk Solutions would pay negotiated rental fees associated with the use of the facility on a long term basis.

Motion to authorize the use of the ERC as a backup office for Clear Risk Solutions should their leased property suffer a disaster. (m/s Moore/Knitter) Council discussion ensued, motion carried.

Award bid for BST Surfacing on Railroad Avenue, 14th & 15th Streets SW: Bid opening for the BST Surfacing on Railroad Avenue, 14th & 15th Streets SW was Wednesday, May 17th at 3:00 p.m. One bid was received. The apparent low bid was from Tommer Construction for \$83,462.40. The engineer's estimate was \$75,816.00

Motion to award the bid for the BST Surfacing on Railroad Avenue, 14th & 15th Avenue SW to Tommer Construction (m/s Millard/Wanke) Motion carried.

Authorize Administration to Enter Agreement with BBSI: BBSI is a job placement agency that will find qualified personnel and completes all necessary hire paperwork and pre-employment requirements including drug testing and safety training. BBSI assumes liability for future unemployment claims. BBSI will charge 40% in addition to hourly wage paid to the employee. Crago is requesting we utilize BBSI's services to employ a seasonal parks mower for the parks and cemetery.

Council discussion ensued regarding who the employee works for and who would conduct interviews. Crago advised the process can be done either way but the employee would be BBSI's employee.

Motion to approve and accept agreement with BBSI (m/s Moore/Knitter) 5 yea, 1 nay, motion carried.

City Administrator Report:

2017 Budget Report: General fund cash reserves went up slightly, Crago advised that staff is working on establishing a goal of increasing our reserves. Expenses are 14% below budget, revenues are 12% below budget.

Crago also reviewed the status of the sales tax, noting that February's was up considerably compared to previous years. Sales tax comparisons are a good indicator to gage the economic health of the local economy. Currently, it is trending upward.

There being no further business meeting adjourned at 7:31 p.m.

William Coe, Mayor Pro Tem

ATTEST:

Carrie Lnenicka, Administrative Assistant