



## **CITY COUNCIL MINUTES**

### **December 06, 2017**

City Council of the City of Ephrata, Grant County Washington met in regular session on December 6, 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 Chief Mike Warren and City Clerk/Finance Director Leslie Trachsler.

Mayor Reim was noted absent.

Pledge of Allegiance was said. This meeting is not being recorded.

No public signed up to speak.

**Agenda:** Introduction of Yasmina Alvarez has been rescheduled to December 20.

**Presentations:** Parkway School Lego Robotics Team gave their project presentation to Council and audience. The Team is comprised of 10- 5<sup>th</sup> and 6<sup>th</sup> grade students. They first gave a presentation on their Core Values - respect, teamwork, cooperation and trust and what they mean.

Secondly, the Team gave their Project Presentation. They were tasked with coming up with a solution to repair broken water pipes. Several options were explored including the use of robots. However, they determined that the use of PVC pipe was the best option.

The Team will be going to competition this weekend and gave special thanks to Scott Brown, Wes Crago, Bruce Reim and Will Coe for talking with them during the discovery phase.

Mayor Pro Tem called a brief recess at 7:13 p.m. Meeting reconvened at 7:16 p.m.

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

Items on the consent agenda are as follows:

Claims #87633 and #87653 in the amount of \$1,111.48  
EFT in the amount of \$25,247.51  
EFT in the amount of \$1,439.27  
VOIDED Claim #87629 in the amount of \$(42.00)  
Payroll Check #45589 through #45616 in the amount of \$33,447.34  
Payroll Claims #87634 through #87652 in the amount of \$231,989.96  
Payroll Direct Debit in the amount of \$6,125.00  
Payroll Direct Deposit in the amount of \$168,252.09  
Claims #87654 through #87722 in the amount of \$416,120.79  
Minutes of the November 15, 2017 Council meeting  
Special Event Applications:

- Miracle on Main Street – Downtown area all day December 9, 2017

**Public Hearing – 2018 Budget, Ordinance 17-10:** Mayor Pro Tem Coe opened public hearing at 7:16 p.m. Crago reviewed the budget process, goals and objectives. The 2018 Budget is balanced and finished and is 3.2% higher than 2017. This increase is due in part to several construction projects. Crago highlighted the following projects and effects impacting the 2018 budget:

- Basin Street Waterline project; 1<sup>st</sup> Avenue NW Bridge construction; 8<sup>th</sup> Avenue NW design
- Continued increased local economic growth in home sales, new home construction and sales tax
- Increased support for Grant County Health District (\$2/citizen) and Senior Center back to full funding (\$5,000/year)
- Insurance costs increased and were re-allocated based on risk/costs
- Manpower and equipment costs were re-allocated based on use
- Cut summer mower positions – parks will look considerably different
- Rates increased based on CPI-W; State minimum wage increased which affects pool staff; pool fees will increase by 10%
- New doors for Library
- Replace sand filters at Splashzone; repair ERC roof
- Re-locate Recycling Center
- Sewer “pipe-bursting” on Division Hill
- Two new Police vehicles
- Set aside savings for replacement of backhoe and sewer suck truck
- Final Bond payment on Splashzone

Crago also reported that as part of the Budget process a report on the use of Real Estate Excise Tax (REET) Funds has been submitted. This report outlines the previous, current and future use of REET Funds which primarily has been used as matching funds for TIB

Grants for street preservation; payment of the Pool Bond; and improvements at Splashzone and ERC.

There being no public comment, Mayor Pro Tem closed hearing at 7:26 p.m.

**Ordinance 17-10 adopting the 2018 Budget:** Motion to approve and accept Ordinance 17-10 adopting the final Budget for the City of Ephrata for the year ending December 31, 2018. (m/s Moore/Wanke) Motion carried.

**City Operations Training Closure:** City staff will be participating in our annual staff lunch and training from 2:00 – 4:00 on Thursday, December 14<sup>th</sup>. Council is invited to be our guests.

**Agreement with Grant County Health District:** This is our standard annual agreement with the Grant County Health District for services for 2018.

Motion to authorize administration to enter Agreement with Grant County Health District. (m/s Wanke/Knitter) Motion carried.

**Drafts of 6-Year Street and Capital Facilities Plans:** Public hearing will be conducted on January 17, 2018. Any additions or changes Council has should be submitted, in writing, before that date.

**Accept Donation for CVS Drop Box:** Crago advised that the Drug Drop-Off Program is very popular and successful, so much so that the current drop box becomes overloaded. Staff did some research and were able to get an additional box donated by CVS Pharmacy. This additional box will be located inside City Hall. Per policy, all donations must be accepted by Council.

Motion to accept donation from CVS Pharmacy of a Drug Drop Box. (m/s Millard/Mora) Council discussion, motion carried.

**Accept \$1,500 Donation for 2017 Shop-with-a-Cop:** Ephrata Police Officers participate in the Shop-with-a-Cop program where officers take children Christmas shopping. A local citizen, who wished to remain anonymous, has donated \$1,500 to the program. Per policy, all donations must be accepted by Council.

Motion to accept \$1,500 donation for Shop-with-a-Cop. (m/s Allstot/Wanke) Motion carried.

**Surplus of City Property:** The Ephrata Volunteer Fire Association owns a 1992 GMC Flatbed which is now surplus to their needs. Since this vehicle is titled under the City's name and the City provides insurance, staff recommends Council formally surplus the truck and allow the Volunteer Association to dispose of it.

Motion to surplus 1992 GMC Flatbed and allow the Volunteer Association to dispose of it. (m/s Moore/Allstot) Motion carried.

**Accept \$200 Donation for EPD:** Over Thanksgiving weekend, officers received a found property call reporting a find of over \$7,000 in cash. Officers were able to identify the owner who came in and claimed his property. The owner asked to donate \$200 to the Police Department. Per policy, all donations must be accepted by Council.

Motion to accept donation of \$200 to the Ephrata Police Department. (m/s Allstot/Mora) Motion carried.

**City Administrator Report:**

Transportation Improvement Board (TIB) Grant for 8<sup>th</sup> Avenue NW: City received notification from TIB that we were awarded grant funding for the overlay project of 8<sup>th</sup> Avenue NW. Total project amount is \$231,183 with a 10% city match. Design and engineering will take place in 2018 with construction planned for 2019.

Preliminary Report on 2016 Audit: Crago reported that the State Auditors have completed their Annual Audit for 2016. The final report has not yet been completed or released but preliminarily, this was an exceptionally clean audit. Exit conference is tentatively scheduled for December 20<sup>th</sup>.

There being no further business, meeting adjourned at 7:38 p.m.

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William Coe, Mayor Pro Tem

ATTEST:

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Leslie Trachsler, City Clerk