



CITY COUNCIL MINUTES

January 17, 2018

City Council of the City of Ephrata, Grant County Washington met in regular session on January 17, 2018. The meeting was called to order at 6:30 p.m. by Mayor Bruce Reim and adjourned to executive session to discuss litigation or potential litigation (RCW 42.30.110(1)i) for approximately thirty minutes. Executive session adjourned, no decisions were made or action taken. Meeting reconvened at 7:00 p.m.

Members Present: Mayor Bruce Reim, Mayor Pro Tem William Coe, Council members Mark Wanke, Matt Moore, Valli Millard, Justin Kooy, 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 Erik Koch, Fire Chief Jeremy Burns and City Clerk/Finance Director Leslie Trachsler.

Pledge of Allegiance was said.

No public signed up to speak.

Agenda: There were no additions or correction to the agenda.

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:

- Claims #87816 through #87820 in the amount of \$615.50
- Claims #87824 through #87895 in the amount of \$127,444.67
- Payroll #45617 through #45640 in the amount of \$44,874.27
- Payroll Claims #87795 through #87815 in the amount of \$265,303.99
- Payroll Direct Debit in the amount of \$6,125.00
- Payroll Direct Deposit in the amount of \$206,635.06
- Claims #87896 through #87942 in the amount of \$210,157.54
- Claims #87821 through #87823 in the amount of \$1,260.15

Minutes of the December 20, 2017 Council meeting
Annual Notice of Converted Property

Public Hearing Ordinance 18-01 – Transportation Benefit District: Mayor Reim opened public hearing at 7:00 p.m. Crago gave a brief staff report explaining that establishing a Transportation Benefit District (TBD) is the next step before going to the voters for a sales tax increase to fund street improvements. The purpose of a TBD is to:

- Provide a stable, ongoing funding source for street preventative maintenance, especially residential streets
- Create a savings for street upgrades and improvements
- Provide necessary funding for street repairs and potholes

The TBD will function as a governmental entity, with the Mayor as the chair, with the sole purpose of maintaining and improving our transportation infrastructure. The corporate limits establishes the boundary of the TBD. Funds collected by the sales tax are restricted for these purposes only.

There being no public comment, Mayor closed public hearing at 7:02 p.m.

Public Hearing Resolution 18-972 – 2018 Six-Year Street Plan: Mayor Reim opened public hearing at 7:02 p.m. Crago reported that the Six-Year Street Plan is required for grant eligibility by nearly all funding programs/agencies. This hearing is to gather public comment regarding any additions to the Plan.

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

Public Hearing Resolution 18-973 – 2018 Six-Year Capital Facilities Plan: Mayor Reim opened public hearing at 7:03 p.m. Crago advised that the Six-Year Capital Facilities Plan is required for grant eligibility by nearly all funding programs/agencies and for the use of Real Estate Excise Tax Funds. This hearing is to gather public comment regarding any additions to the Plan.

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

Resolution 18-972 – 2018 Six-Year Street Plan: Motion to approve and accept Resolution 18-972, 2018 Six-Year Street Plan. (m/s Moore/Millard) Motion carried.

Resolution 18-973 – 2018 Six-Year Capital Facilities Plan: Motion to approve and accept Resolution 18-973, 2018 Six-Year Capital Facilities Plan. (m/s Millard/Mora) Council discussion, motion carried.

Resolution 18-974 – Authorizing Certain Personnel to Access Accounts: With the impending retirement of Sandi Grout, Council needs to transition authorizations on our accounts from Sandi to Carrie Lnenicka. Motion to approve and accept Resolution 18-974, Authorizing Certain Personnel to Access Accounts. (m/s Mora/Moore) Motion carried.

Resolution 18-975 – Setting Public Hearing on Vacation of 5’ of Alleyway: Crago advised Council that Denver Morford of Barry’s Motors and property owner of both sides of the alley, has requested to have 5 feet of the alley vacated to allow for the construction of a new building. This alleyway is wider than normal and staff has no objections to the vacation.

Counsel advised there were changes to the legal owner description.

Motion to approve and accept amended Resolution 18-975, Setting Public Hearing on Vacation of 5’ of Alleyway. (m/s Moore/Wanke) Motion carried.

Ordinance 18-01 – Creating EMC 3.40 “Transportation Benefit District”: Motion to approve and accept Ordinance 18-01 creating EMC 3.04 entitled “Transportation Benefit District”. (m/s Allstot/Kooy) Motion carried.

Ordinance 18-02 – Amending EMC 14.20 “Graves”: Crago reported that the City requires vaults or liners for burials in the City Cemetery. Recently, the City was made aware of the need for a set standard for liners/vaults to ensure that only safe, professionally finished and durable liners are placed. Staff met with the locally impacted business to inform them of this change, to which they were very supportive of.

Motion to approve and accept Ordinance 18-02 Amending EMC 14.20 entitled “Graves”. (m/s Millard/Moore) Council discussion ensued, motion carried.

Review of Policy 1020 – Council Rules of Procedure: Council Rules of Procedure are reviewed every two years. If there are any recommended changes, those changes would need to be reviewed twice prior to passage. Staff has no suggested amendments.

AWC Center of Quality Communities Scholarship: This is informational only. The Association of Washington Cities Center for Quality Communities is an organization that promotes civic engagement and provides the public a better understanding of the roles cities and towns play in Washington. This program offers six \$1,200 Quality Communities Scholarships to outstanding high school seniors. Each community can nominate one young leader who plans to attend college or a trade school in the fall of 2018. Deadline for nominations to AWC is March 9, 2018. If Council has any recommendations, please submit to Traci Bennett.

CGI Communications Video Production Concept: Informational. CGI is a video production company who produces promotional/tourism videos. They would provide the videos to the City free of charge but recoups their investment by selling ads and videos to local businesses. Staff has met with the Chamber to brief them on the idea and if they endorse the project, a contract will be placed on the next Council agenda.

Mandatory Public Records Training Wednesday, February 21, 2018 at 6:00 p.m.: Informational. State law requires bi-annual training on the laws regarding public records.

Staff has scheduled a one-hour study session for training on February 21, 2018 before the City Council meeting.

Discussion – Sidewalk Code in Rural Residential Zone: Discussion only. Crago reviewed the history of the Sidewalk Code. In 2007, Council enacted the requirement for sidewalks for all new construction and for any substantially remodeled buildings in residential zones. If construction of the sidewalk is not physically possible, a fee of proportional value can be paid into the Sidewalk Construction Fund. In the Rural Residential Zone, there are extreme physical barriers and questions regarding consistency with the “character” of the neighborhood. This requirement disproportionately affect those property owners in the Rural Residential Zone. These zones consist of lots with street frontage that is much larger than other zones.

Council member Millard addressed this issue and spoke in favor of re-addressing this section of the Code to find a different mechanism to make it work. She referenced property on Sage Road where it is physically impractical to put in a sidewalk.

Council directed staff to proceed with re-evaluation of the Sidewalk Code.

Authorize Administration to enter Agreement with RBG Music for Daddy Daughter Dance: This is our annual contract for entertainment at the Daddy Daughter Dance. Motion to authorize administration to enter Agreement with RBG Music for the Daddy Daughter Dance. (m/s Mora/Kooy) Motion carried.

Office Closure for Retirement Presentation Wednesday, January 31, 2018 from 10:00 a.m. to 11:30 a.m.: There will be a retirement presentation for Sandi Grout on Wednesday, January 31, 2018 from 10:00 a.m. to 11:30 a.m. Council is invited to attend and congratulate Sandi on her retirement and service to Ephrata.

City Administrator Report: None

There being no further business meeting adjourned at 7:29 p.m.

Bruce Reim, Mayor

ATTEST:

Leslie Trachsler, City Clerk