



CITY COUNCIL MINUTES

April 17, 2019

City Council of the City of Ephrata, Grant County Washington met in regular session on April 17, 2019. 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, Tony Mora, and Kathleen Allstot.

Staff Present: City Administrator Wes Crago, City Attorney Anna Franz, Community Development Director Daniel Leavitt, Public Works Director Bill Sangster, Community Relations Director Traci Bennett, Police Chief Mike Warren, Fire Chief Jeremy Burns and City Clerk/Finance Director Leslie Trachsler.

Pledge of Allegiance was said.

Motion to excuse Mayor Reim and Council member Mora and McDonnell. (m/s Allstot/Millard) Motion carried

No public signed up to speak. This meeting is not being recorded.

Agenda: There were no addition or corrections to the agenda.

Presentations: None

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

Items on the consent agenda are as follows:

Payroll #46164 through #46183 in the amount of \$33,523.42
Payroll Claims #89947 through #89968 in the amount of \$222,955.13
Payroll Direct Debit in the amount of \$5,875.00
Payroll Direct Deposit in the amount of \$169,723.95
EFT in the amount of \$19,663.44
Manual Claims #86042019, 87042019, 88042019, 89042019 in the amount of \$3,488.98
Claims #89969 through #89989 in the amount of \$15,719.10

VOIDED Claims #89979 in the amount of \$68.09
Claims #89990 through #90086 in the amount of \$378,040.49
Minutes of the March 20, 2019 Council meeting
Approval of Fireworks Stand Permits:

- J&M LLC, Moore Furniture Parking Lot

Special Event Applications:

- 2019 Beezley Burn – Lions Park, April 27, 2019
- 2019 Touch-A-Truck – SplashZone Parking Lot, May 11, 2019
- Autism Awareness Walk – W Division/Beezley Hill Areas, May 18, 2019
- Chief for a Day – Courthouse Area, June 6, 2019
- Ephrata Farmers Market – C Street Area, June 7 – October 27, 2019
- Corpus Christi Procession – Nat Washington Way, June 23, 2019

Public Hearing – Abandonment and Replacement of Sewer Line: Mayor Pro Tem Coe opened public hearing at 7:01 p.m. Crago gave a brief staff report advising Council that the City staff has been working with a developer on the development for commercial use, two vacant lots which have an old sewer line that needs to be relocated and a new easement established. Our process to abandon a utility easement is:

- Hold a Public Hearing
- “Short Plat Review Committee” is formed to review the request
- Committee recommends action to Community Development Director
- Director executes the change administratively

Director Leavitt advised that the sewer line would be relocated to the back of the property and when the two lots are consolidated the new easement will be shown correctly.

There being no public comment, Mayor Pro Tem Coe closed public hearing at 7:04 p.m.

Award Bid for 8th Avenue Project: Crago advised that staff has been evaluating bids on this project since early March due to the recent history the City has with Granite Construction, the apparent-low bidder. A pre-award conference was conducted with Granite to discuss concerns, specifically the unacceptable quality of work performed on Basin Street which remains unfinished. Pros and Cons were reviewed in detail. Granite Construction has many divisions and the Yakima Division which did the work on Basin Street is not the same division that bid the 8th Avenue Project – Granite Construction Moses Lake Division. The Moses Lake Division received a WSDOT award in 2018 for a paving job in Ritzville.

Staff is recommending Council award 8th Avenue Project to Granite Construction.

Gray & Osborne Engineers Larry Julius and Mike Meskimen advised council that they did a thorough back ground check on Granite and there were no issues found. Gray & Osbourn also recommend awarding the project to Granite Construction.

Council discussion ensued.

Motion to Award Bid for 8th Avenue Project to Granite Construction. (m/s Moore/Millard) Motion carried.

Authorize Administration to enter Agreement with Transportation Improvement Board for C Street Sidewalks Grant: Staff applied for and received a \$300,000 grant for “Safe Routes to School” to complete sidewalks along C Street from Grant School to Parkway along West C Street. This grant is a complete grant with no matching funds required. Crago also advised that the City received a “Complete Streets Award” from the Transportation Improvement Board. It was noted that this award is due to the many volunteer hours spent tracking where kids walk, conducting special walk to school events and documenting where sidewalks are lacking.

Motion to authorize Administration to enter Agreement with Transportation Improvement Board for the C Street Sidewalk Grant. (m/s Millard/Wanke) Motion carried.

2018 Annual Financial Report Audit Committee: Each year at least one member of Council is asked to be part of the Annual Financial Report Audit Committee to perform an external review of the City’s financial report. This process takes about 90 minutes and is very informative.

Motion to nominate Council members McDonnell. (m/s Allstot/Millard) Motion carried.

Authorize Administration to Renew Agreement with RDO Equipment for Youth Baseball Gator: This agreement provides insurance coverage on a John Deer Gator donated by RDO Equipment to Ephrata Baseball. This provides value to the City in the maintenance of the field.

Motion to authorize Administration to renew Agreement with RDO Equipment for Youth Baseball Gator. (m/s Allstot/Moore) Motion carried.

Accept Arbor Day Donation from Columbia Basin Foundation: Director Bennett reported that the Parks Commission, in lieu a community clean up day, opted to begin a tree replacement project for our City Parks. The Columbia Basin Foundation donated \$300. This donation will provide for the purchase of two trees and are designated for Patrick Park.

Motion to accept donation from Columbia Basin Foundation. (m/s Moore/Millard) Motion carried.

Authorize Administration to Renew Agreement with Public Safety Testing for evaluation of prospective Police Officers: Public Safety Testing conducts pre-employment testing for applicants interested in becoming commissioned police officers and firefighters. This Agreement allows City to participate in this service.

Motion to authorize Administration to renew Agreement with Public Safety Testing. (m/s Moore/Allstot) Motion carried.

Approve Policy 4080 – City of Ephrata Investment Policy: This policy establishes guidelines and best practices for the investment of public funds.

Motion to approve and accept Policy 4080 City of Ephrata Investment Policy. (m/s Allstot/Wanke) Motion carried.

Authorize Administration to enter Memorandum of Understanding (MOU) with Grant County for Emergency Use of City Hall: This MOU would allow the County Commissioners to utilize Council Chambers to conduct County business in the event of an unplanned emergency.

Motion to authorize Administration to enter Memorandum of Understanding with Grant County for emergency use of City Hall Council Chambers. (m/s Millard.Moore) Motion carried.

City Administrator Report:

2019 Budget Report: Overall the budget is exactly what we expect it to be for this time of year, we have not yet received the first major property tax payment yet. Revenues are 7% below and expenses 5% below budget. Cash reserves up slightly with sales tax being at another record high.

“And now a word from our Public Works Department. . .”: The Public Works Department wanted to say “thank you” for the new backhoe. They are very appreciative of this new piece of equipment.

There being no further business meeting adjourned at 7:28 p.m.

William Coe, Mayor Pro Tem

ATTEST:

Leslie Trachsler, City Clerk