



CITY COUNCIL MINUTES

September 04, 2019

City Council of the City of Ephrata, Grant County Washington met in regular session on September 04, 2019. The meeting was called to order at 6:30 p.m. by Mayor Bruce Reim and adjourned to executive session to evaluate qualifications for applicant or employee (RCW 42.30.110(1)g) and 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, Valli Millard, Sarah McDonnell, 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.

Motion to excuse Council member Moore. (m/s Allstot/Millard) Motion carried.

Pledge of Allegiance was said.

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

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

Presentations: None at this time.

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

Items on the consent agenda are as follows:

Claims #90681 through #90714 in the amount of \$65,058.57
Claims #90674 through #90680 in the amount of \$6,667.54
Payroll #46382 through #46455 in the amount of \$86,878.74
Payroll Claims #90654 through #90673 in the amount of \$244,556.72
Payroll Direct Debit in the amount of \$5,875.00

Payroll Direct Deposit in the amount of \$181,083.91

Minutes of the August 21, 2019 Council meeting

Approval of Special Event Applications:

- Walk to School Event – Columbia Ridge to Ephrata Middle School, October 18, 2019

Public Hearing on 2020 Budget Goals & Objectives: Mayor opened public hearing at 7:01 p.m. Crago reviewed the Goals and Objectives for the 2020 Budget as follows:

1. Continue to improve Public Safety
2. Improve Public Works response and improve quality at facilities
3. Continue to slowly grow reserves to targets
4. Continue to hire “Our kind of people”
5. Continue to reward and promote efficiency in all departments

Council discussion ensued regarding verbiage on item #4. Would like to see it be rephrased with “the best and highest qualified individuals”.

There being no public comments, Mayor closed public hearing at 7:04 p.m.

Ordinance 19-04 – Closing Funds 170, 299, 340 and 380: Housekeeping item. These funds are inactive. An amended ordinance was presented removing fund 299 which has already been closed.

Motion to approve and accept amended Ordinance 19-04 Closing Fund 170 Cooperative Growth Fund, 340 CDBG Grant Fund and 380 Downtown Improvement Fund. (m/s Millard/Allstot) Motion carried.

Discussion Item: Ephrata Parks & Recreation Commission support for Wickwire & Dunham’s K2 Climb Kiosk: Crago advised that Mike Scellick has proposed a new informational kiosk at Sun Basin Plaza to celebrate the ascent of K2 by two EHS Class of 1958 grads – Jim Wickwire and Fred Dunham. This project has been reviewed and unanimously approved by the Parks & Recreation Commission.

Washington Finance Officers Association Award for Leslie Trachsler: Crago reported that Finance Director Trachsler has received the “Professional Finance Officer Award” for the 13th year.

Approval of Personnel Policy 3900 – Limited Duties Policy: Crago advised that the City has always accommodated employees who have been injured or experience a medical condition with light duty assignments. This policy formalizes what we currently do.

Motion to approve and accept Personnel Policy 3900 – Limited Duties Policy. (m/s Mora/McDonnell) Motion carried.

City Administrator Report:

Final Splash Zone Report: Crago reported that attendance was average, revenues and expenses were both above average. City has set a goal of 50% subsidy for pool operations and this year was 58%. This is largely due to the minimum wage increases. Overall, it was a smooth year.

Director Bennett advised that there were no unplanned mechanical failures, air quality was good (no smoke from wildfires) or closures due to lightning. She stressed that the minimum wage issue will be even more pronounced next year as it will increase by \$1.50 per hour. This year we hired 67 workers and labor is the largest expense. They performed more rescue training sessions with a goal of doing one white cap per week. The end of season event “Paws in the Pool” was the largest so far with 67 dogs and the “Dive In Movie” was well attended. Next year she hopes to have 2 “Dive In Movies” and 2 free movies in the park.

Performance Audit: Crago informed Council that a Performance Audit on our utility billing process and procedures was conducted with staff and a specialist from the Performance Center with the State Auditor’s Office. They spent 5 days mapping all aspects of the water/sewer/garbage billing process. Overall there were no redundancies, gaps or inefficiencies detected. However, the team did identify three improvements they would like to implement which are geared toward providing better customer service.

- Outreach/Communications Program
- Updated billing statement
- Work with vendor on sortable reports

We are very proud of the work put in by Carrie Lnenicka and Kari Chornuk on this project.

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

Bruce Reim, Mayor

ATTEST:

Leslie Trachsler, City Clerk