

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON

December 15, 2006

The Council Workshop of the City Council of the City of Connell was called to order by City Administrator Tackett at 4:10 pm at Connell City Hall.

ROLL CALL

PRESENT: Mayor Pro Tem Ron Boyer, Councilmembers Rhonda Quinton, Monica Pruett, Kent Mosbrucker and Jim Klindworth.

EXCUSED: Mayor Walton

STAFF: City Administrator Art Tackett, City Clerk Treasurer Joan Eckman, Police Chief Rick Rochleau, Public Works Supervisor Larry Turner and Deputy Clerk-Treasurer Maria ChavezPeña

VISITOR: Karyn Criswell of JD White.

DEPARTMENT HEAD REPORTS

City Administrator Tackett provided a brief overview of the organizational chart and reviewed the duties of the City Administrator as outlined in the Connell Municipal Code.

ADMINISTRATION OFFICE

City Clerk Treasurer Eckman provided an overview of the legal parameters as set fourth by the Connell Municipal Code and went over the organization of the business office. Clerk Treasurer Eckman went over workflows and activities of the business office. Although there was a need to be cross trained there was also a need of division of duties for auditing purposes.

Priorities for 2007 included: Completing the 2007 Budget Document, completing the 2006 year end process, posting the 2007 Budget, working on conversion of computer software, and preparing for the upcoming audit.

City Administrator Tackett provided that the City had not had any findings.

City Clerk Treasurer Eckman noted that there had been a finding in 1998, which was during her leave of absence.

POLICE DEPARTMENT

Police Chief Rochleau expressed that in a small city the police department filled a lot of different roles and did a little bit of everything. Small city officers needed to have a broader base knowledge of law enforcement. Police Chief Rochleau provided a brief overview of tasks and duties of the officers. Chief Rochleau also described the programs that were run through the police department.

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Goals for 2007 included: Pursuing grants, to build a new evidence room, to build a new interview room, site and construct a firearms range, prepare for the DOC expansion, have a First Aid/CPR Instructor on staff, develop reporting protocols with DOC, obtain a training records management system, development of a self defense personal safety class, provide a firearms safety course for citizens, obtain GPA systems for vehicles, continue with code enforcement issues, possibility of utilizing a mobile data system to access vehicle registration and warrant information, expand less lethal arsenal, and to acquire tactical gear.

Positive things that took place in 2006: The police department moved away from the phone patch system and switched to cell phones, did a great amount of work in removing old cars, and received a donation of aluminum cans from Lamb Weston, the funds from recycling the cans would go towards various programs.

Problems encountered in 2006: Radio communications (Franklin County's repeater system continues to have some major problems), lack of time and equipment for the Public Works department to help with code enforcement issues, lack of firearms range, and the new evidence room had not been built.

Councilmember Klindworth inquired about overseeing the money for the police department.

City Clerk Treasurer Eckman responded that the court system was run through the State and that she would follow up on the issue.

Councilmember Quinton expressed that Yakima had a self defense program (RADD) and that perhaps Chief Rochleau would be interested in looking at the program.

PUBLIC WORKS DEPARTMENT

Public Works Supervisor Larry Turner provided a brief overview of duties for the public work's crew. The Public Works department was responsible for the infrastructure of the City, along with 6 parks, 6 public buildings, 16 miles of covered road, 10 miles of gravel road, and 25 + miles of waterlines.

Goals for 2007: Completion of Pioneer Park expansion (provided time frame for completion), crack sealing, replacement of water meters on Columbia Ave with new touch read meters.

WORKSHOP ADJOURNED

Mayor Walton adjourned the workshop at 5:34 pm.

Garland D. Walton, Mayor

ATTEST: _____
Maria T. ChavezPeña, Deputy Clerk-Treasurer