

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
July 3, 2012

The special council meeting of the Connell City Council was called to order by Mayor Walton at 6:00 pm in the City Hall and was opened with the Pledge of Allegiance.

ROLL CALL

PRESENT: Mayor Gary Walton, and Councilmembers: Jared Broberg, Lee Barrow, Rhonda Quinton, and Jim Klindworth.

EXCUSED: Mayor Pro Tem Pruett

Motion: Councilmember Klindworth moved to excuse Mayor Pro Tem Pruett. Councilmember Broberg seconded. Motion carried out unanimously.

STAFF: Attorney Dan Hultgrenn, City Administrator Steve Taylor, Public Works Director Larry Turner, Police Chief Mike Kessler, Amy Mullerleiler, Building Services Clerk, and City Clerk/Treasurer Maria Peña.

VISITORS: Kathy Bingham, Franklin County Graphic; Alan Schroeder and Howard Boggs, Anderson Perry; Scott Mallery, Washington State Department of Ecology; Jack Olson and Jeff Uttecht, Department of Corrections; John Whitehead, C W Consulting, and Mark Scott.

CONSENT CALENDAR

Motion: Councilmember Quinton moved to approve the Consent Calendar as presented:

- Minutes of the Regular Council Meeting June 18, 2012
- Check Register 6/19/2012 for \$100.44
- Accounts Payable 7/3/2012 for \$104,878.33
- Payroll Register 6/15-6/20/2012 for \$49,934.03
- Application for Payment No. 1-Force Main Remediation Project \$61,686.14.
- Application for Payment No. 1-Klindworth/Campbell Water Efficiency Project \$317,589.27.

Councilmember Barrow seconded motion. Motion carried unanimously.

Councilmember Quinton was temporally appointed to the Finance Committee.

CITIZEN COMMENT/NON-AGENDA ITEMS

Councilmember Barrow was asked by Heather Hill from the Benton Franklin Health to help provide whooping cough shots to the community.

Councilmember Klindworth would be out of town on July 23, 2012.

APPROVAL OF AGENDA

Motion: Councilmember Klindworth moved to approve the Agenda as listed. Councilmember Quinton seconded motion. Motion carried unanimously.

ANDERSON PERRY PROJECTS UPDATE

Alan Schroeder and Howard Boggs from Anderson Perry updated Councilmembers on current projects within the city. Both the water project and the force main project at this time were ahead of schedule or on time.

CMC AMENDMENT CHAPTER 13.22 PUBLICLY OWNED TREATMENT WORKS (POTW)

Ordinance No. 932 was presented at a previous council meeting. Scott Mallery from the Department of Ecology had worked with many cities to adopt a similar ordinance. The objectives of the ordinance were :

- (1) To prevent the introduction of pollutants that will interfere with the operation of the POTW;
- (2) To prevent the introduction of pollutants which will pass through the POTW, inadequately treated, into receiving waters or otherwise be incompatible with the POTW
- (3) To ensure that the quality of POTW sludge is maintained at a level which allows its use and disposal to be in compliance with applicable statutes and regulations;
- (4) To protect POTW personnel who may be affected by wastewater and sludge in the course of their employment and to protect the general public;
- (5) To improve the opportunity to recycle and reclaim wastewater and sludge (biosolids) from the POTW; and
- (6) To promote strategies, which reduce the amounts of pollution generated by users, thereby reducing the associated hazards to the POTW.

This City ordinance didn't affect Lamb Weston as they had their own permit for their waste water treatment plant.

Jack Olson with the Department of Correction looked over the newly proposed ordinance and had a few questions. Mr. Olson asked that Councilmembers allow the Department of Corrections to continue working with the city on waste water issues. The Department of Correction was opposed to having to get an industrial waste discharge permit.

The City's intent was not to push for the Coyote Ridge Correctional Center to be designated as an industrial user. The proposed ordinance was to help put protections in place as the City obtained new facilities within the city limits.

Motion: Councilmember Barrow moved to approve Ordinance No. 932 establishing Chapter 13.22 CMC Publicly Owned Treatment Works. Councilmember Broberg seconded motion. Motion carried unanimously.

MEETING OF THE CITY OF CONNELL
Special Meeting- July 3, 2012

DEVELOPMENT CODE AMENDMENTS

Councilmembers had heard the first reading of Ordinances 933 and 934 at a previous council meeting. Ordinance Nos. 933 and 934 amend the City's Development Code in 16A.02.060 and 17.04.020 established procedures for the acceptance and administration of Plan amendments that are defined as "legislative" or policy actions. The City was currently planning to amend the Comprehensive Plan. Councilmembers held discussion.

Motion: Councilmember Klindworth moved to approve Ordinance No. 933 amending CMC 16A.02.060 of the City's Development Code with the change of the date from July 5 to July 3, 2012. Councilmember Broberg seconded motion. Motion carried unanimously.

Motion: Councilmember Broberg moved to approve Ordinance No. 934 amending CMC17.04.020 of the City's Development Code with the change of date July 5 to July 3, 2012. Councilmember Barrow seconded motion. Motion carried unanimously.

2012 COMPREHENSIVE PLAN AMENDMENT-PUBLIC PARTICIPATION PROGRAM

As a part of the process of amending and updating the City's Comprehensive Plan, a Public Participation Plan or Program (PPP) was required to encourage and ensure early and continuous public participation throughout the process. A public hearing was held by the Planning Commission on the proposed Public Participation Plan on June 4, 2012. The Planning commission voted 4-0 to recommend adoption of the PPP.

Motion: Councilmember Barrow moved to approve Resolution No. 2012-08 adopting the City's Public Participation Program for the 2012 Comprehensive Plan Amendment process. Councilmember Quinton seconded motion. Motion carried unanimously.

CITY ADMINISTRATOR RECRUITMENT PROCESS-JOHN WHITEHEAD, CW CONSULTING

City Administrator Steve Taylor provided the Mayor with a letter of resignation. Mayor Walton received a proposal to engage with a third-party human resource professional to help coordinate the candidate selection and interview processes, as well as provide external professional guidance for the establishment of selection and contract negotiation criteria. John Whitehead of CW Consulting reviewed the scope of services he would be provided and the process in hiring of a new city administrator. Councilmembers held discussion on the hiring process.

HOTEL/MOTEL TAX ALLOCATION

The City had received additional requests for Hotel/Motel funds after the application period was closed. Staff was asking direction from Councilmembers whether to open another round of Hotel/Motel funding in 2012.

MEETING OF THE CITY OF CONNELL
Special Meeting- July 3, 2012

Motion: Councilmember Klindworth moved to approve reopening the Hotel/Motel allocations in an amount not to exceed \$5,000. Councilmember Barrow seconded motion. Motion carried unanimously.

U.S. FOREST SERVICE INCIDENT MANAGEMENT TEAM AGREEMENT
REVISION

The 2011 agreement between the Colville National Forest, US Forest Service, and the City of Connell that provides for participation of the City of Connell Fire Chief on Incident Management Teams stated that a new agreement would be signed annually. The City of Connell was compensated in full for all incident related expenditures and had the opportunity to update the regular and overtime compensation rates each year.

Motion: Councilmember Barrow moved to sign and return the requested modification to the 2011 agreement between the Colville National Forest, Us Forest Service, and the City of Connell. Councilmember Quinton seconded motion. Motion carried unanimously.

PERSONNEL POLICY AMENDMENTS DISCUSSION

The proposed amendments to the current Personnel Policy had been recommended by Canfield, the third party administrator for the City's insurance pool. Canfield encouraged its members to use the available legal services to ensure personnel policies were in compliance with state and federal law, and reduce liability exposure for the covered entities. City Administrator Taylor reviewed the proposed amendments to the current Personnel Policy with Councilmembers.

Unfinished Business: Bring back to next council meeting.

STAFF REPORTS

City Clerk/Treasurer Maria Peña gave the Councilmembers updated financial reports, showing expenditures and revenues.

Mayor Walton stated Park Board meeting had went well.

Fire Chief Schulte would be out for 3 weeks.

The community had responded greatly in collecting funds for the firework display in Connell.

MEETING ADJOURNED

There being no further business before the City Council of Connell, Mayor Walton adjourned the meeting at 8:11pm.

ATTEST: _____
Rose Courneya, Deputy Clerk/Treasurer

Gary Walton, Mayor