

Connell City Hall
104 E. Adams Street

**City of Connell, Washington
CITY COUNCIL
PRELIMINARY AGENDA**

REGULAR MEETING
May 1, 2017

REGULAR MEETING

6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CORRESPONDENCE/PRESENTATIONS/APPOINTMENTS
5. CONSENT CALENDAR

All matter listed within the Consent Calendar have been distributed to each member of the Connell City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Calendar and placed on the Regular Agenda by request.

- a) Minutes of the Regular Council Meeting April 17, 2017
- b) Check Register 4/20/17 for \$800.00
- c) Accounts Payable 5/1/17 for \$98,297.86
- d) Payroll Register 4/15/17 - 4/20/17 for \$56,176.45
- e) Payroll Register 4/18/17 - 4/30/17 for \$13,367.67

6. PRESENTATIONS FOR COUNCILMEMBERS
Miss Connell 2017
7. APPROVAL OF AGENDA

ORDER OF BUSINESS

8. EXECUTIVE SESSION – 10 minutes to discuss collective bargaining
9. Police Collective Bargaining Agreement
10. WA State Dept of Corrections – Inmate Crew Agreement

11. COMMITTEE, CITY ADMINISTRATOR, AND DEPARTMENT REPORTS
12. CITIZEN COMMENT/NON-AGENDA ITEMS
13. CITY COUNCIL CLOSING REMARKS
14. ADJOURNMENT

The public is welcome and encouraged to attend this meeting. The City of Connell wishes to provide reasonable access to all public meetings for individuals with disabilities. Please contact the City Clerk at least three business days prior to the meeting for accommodations to be arranged.

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

April 17, 2017

The regular semi-monthly, meeting of the Connell City Council was called to order by Mayor Blackwell at 6:00 pm in the City Hall and was opened with the Pledge of Allegiance.

ROLL CALL

PRESENT: Mayor Bruce Blackwell, Councilmember's: Mayor Pro Tem Huber, Ray Minor, Rhonda Quinton and Joe Escalera.

EXCUSED: Councilmember Minor moved to excuse Councilmember Silva. Councilmember Quinton seconded motion. Motion carried unanimously.

STAFF: City Administrator Maria Peña, Accounting Clerk Marissa Canales, Public Works Director Larry Turner, Chief of Police Chris Turner, Fire Chief Chris Schulte, and City Attorney Dan Hultgrenn.

VISITORS: Citizens; John White, Manny Choi, Kent Mosbrucker, Sterling Joyner and Franklin County Graphic; Katherine Bingham Trowbridge.

CONSENT CALENDAR

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

- a) Minutes of the Regular Council Meeting March 20, 2017
- b) Check Register 4/3/17 for \$39,415.77
- c) Accounts Payable April 17, 2017 for \$87,888.02
- d) Payroll Register 3/31/17-4/05/17 for \$87,7776.36

Councilmember Escalera seconded motion. Motion carried unanimously.

CORRESPONDENCE

Mayor Blackwell presented a proclamation from the State of WA which designated April as the records and information management month. The management of public records, information, and data is critical to every government agency for effective operations.

Mayor Blackwell also presented a proclamation from the Governor proclaiming a State of Emergency for several counties including Franklin.

Franklin County Planning and Building Department sent the City of Connell notices of two pending Short Plats.

APPROVAL OF AGENDA

Motion: Councilmember Minor moved to approve the agenda as presented. Mayor Pro Tem Huber seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

RESOLUTION NO. 2017-03-ARBOR DAY DESIGNATION

Attached for Council was Resolution No. 2017-03 proclaiming the last Friday in April as Arbor Day. By adopting this resolution as presented the City would not need to adopt a new resolution each year, but could continue to provide a proclamation with the year's celebration date. This was one of the requirements by the Arbor Day Foundation to continue to be eligible for designation as a Tree City USA. As a reminder, City Administrator Maria Peña announced that the City of Connell would celebrate Arbor Day on Saturday, April 29th at 10am at the City Fire Hall.

Motion: Councilmember Quinton moved to approve Resolution No. 2017-03 proclaiming the last Friday in April as Arbor Day. Councilmember Minor seconded motion. Motion carried unanimously.

Motion: Councilmember Minor moved to adopt the proclamation setting April 29th as Arbor Day for the City of Connell. Councilmember Escalera seconded motion. Motion carried unanimously.

RESOLUTION NO. 2017-04 COMP PLAN PARTICIPATION PROGRAM 2018

City Administrator Maria Peña presented Resolution No. 2017-04 and Exhibit A which would adopt the City's public participation program as required by RCW 36.70A when updating the Comprehensive Plan. The next step would be to provide a survey to the public for input on elements of our Comprehensive Plan. Input from the survey and discussions would be used for a Visioning Process by the Planning Commission to be applied to the Comprehensive Plan. A webpage would be set up on the City's website and would provide detailed information on the Comp Plan update.

Motion: Mayor Pro Tem moved to approve Resolution No. 2017-04 adopting a Public Participation Program for the 2018 Comprehensive Plan amendment cycle. Councilmember Escalera seconded motion. Motion carried unanimously.

RESOLUTION NO 2017-05 MASTER FEE SCHEDULE UPDATE: SCHEDULE B & D

City Administrator Maria Peña presented Council with the Master Fee Schedule with two schedule updates. Schedule B provided for establishing a deposit of \$500 to cover the cost of providing for a franchise agreement.

The proposed schedule D presented did not include season passes and did include the Pavilion rental fee. The Park Board previously held a meeting and discussed pool operations for the upcoming season. It was discussed not to issue discounted season passes and it was recommended that the price for using the Pavilion be increased from a \$25 reservation fee to \$10 an hour usage fee with a minimum of four (4) hour usage. The Pavilion rental fee was adopted by motion in 2003 and had not been added to the Master Fee Schedule when it was established.

Motion: Mayor Pro Tem Huber moved to approve Resolution No. 2017-05 amending schedules B and D of the Master Fee Schedule as presented. Councilmember Minor seconded motion. Motion carried unanimously.

MEETING OF THE CITY OF CONNELL
Regular Meeting – April 17, 2017

PIONEER PARK PAVILION RENTAL POLICY

Attached for Council was the Pioneer Park Pavilion Rental Policy which reflected the four (4) hour minimum rental. The City's Master Fee Schedule established the fee.

Motion: Councilmember Minor moved to adopt the Pioneer Park Pavilion Rental Policy. Mayor Pro Tem Huber seconded motion. Motion carried unanimously.

FRANKLIN STREET WATER LINE REPLACEMENT TASK ORDER

Attached for Council was a task order from Anderson Perry & Associates for the Franklin Street waterline replacement project. Public Works Larry Turner briefed on the details.

Motion: Councilmember Escalera moved to approve the Task Order from Anderson Perry for design and construction engineering services for Franklin Street water line replacement not to exceed \$49,000. Councilmember Quinton seconded motion. Motion carried unanimously.

COMMITTEE / DEPARTMENT REPORTS

CITY ADMINISTRATOR- Maria Peña

1) Reminded Council that May 15th was candidate filing week. She stated she had provided resource links and flyers for anyone interested.

PUBLIC WORKS DIRECTOR- Larry Turner

1) Chip sealing was underway for 2018.

CHIEF OF POLICE-Chris Turner

1) Has filled the Police Clerk position and hired Onna Pollock who was previously a dispatcher for Franklin County.

FIRE CHIEF-Chris Schulte

1) Had a discussion about safety at a wildland conference meeting.
2) Hosted two preschool visits.

MEETING RECESSED

Mayor Blackwell recessed the regular meeting at 6:48 pm to go into Executive session for 15 minutes to discuss union negotiations.

Councilmember Quinton recused herself from participating in the Executive session.

MEETING RECONVENED

Mayor Blackwell called the regular meeting back to order at 7:04 pm.

MEETING OF THE CITY OF CONNELL
Regular Meeting – April 17, 2017

CITIZEN COMMENT/NON-AGENDA ITEMS

John White-Voiced he attended the recent Town Hall Meeting and had a disagreement with Mayor Blackwell.

CITY COUNCIL CLOSING REMARKS

Councilmember Minor-
Stated he had not attended the Town Hall Meeting due to another commitment.

Mayor Pro Tem Huber-
Apologized for not attending Town Hall Meetings, he had to juggle his work schedule with the Council schedule.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Blackwell adjourned the meeting at 7:09 pm

ATTEST: _____
Marissa Canales, Accounting Clerk

Bruce Blackwell, Mayor

CHECK REGISTER

City Of Connell
MCAG #: 0286

04/20/2017 To: 04/20/2017

Time: 08:40:10 Date: 04/20/2017
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1402	04/20/2017	Claims	7	36224	Permit Services Jones Lang LaSalle Brokerage, Inc.	800.00	R.R.Permitt
401 Water Fund						800.00	
						800.00	Claims: 800.00

WE, the members of the City Council of the City of Connell, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Connell Council. DATED this ____ day of _____ 20__.

ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

ACCOUNTS PAYABLE

City Of Connell
MCAG #: 0286

As Of: 05/01/2017

Time: 16:53:43 Date: 04/28/2017
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16715	05/01/2017	05/01/2017 1776	BIAS	500.00	Annual Report Traingin In Yakima -Rose
16717	05/01/2017	05/01/2017 74	Bank Of America - Visa	664.57	Fire Dept - VISA - Lodging At Conference, Anchor Bolts
16742	05/01/2017	05/01/2017 74	Bank Of America - Visa	1,164.46	Police Department- VISA
16743	05/01/2017	05/01/2017 74	Bank Of America - Visa	2,083.68	Public Works- VISA
16744	05/01/2017	05/01/2017 74	Bank Of America - Visa	678.49	City Hall VISA
16745	05/01/2017	05/01/2017 74	Bank Of America - Visa	313.69	City Administrator- VISA
16732	05/01/2017	05/01/2017 89	Benton County Prosecutor's Office	288.20	1st QTR Kids Haven Fees
16738	05/01/2017	05/01/2017 99	Big Bend Electric Cooperative, INC.	2,609.32	
16718	05/01/2017	05/01/2017 140	Cascade Earth Sciences Ltd	3,513.02	ICMP And Soil Sampling
16739	05/01/2017	05/01/2017 515	CenturyLink	287.49	Centurylink
16713	05/01/2017	05/01/2017 4675	Cerna Parga, Julio	50.00	Customer Canceled Event On 4/19/17 Refund Is For \$50.00 Deposit Holding Fee Paid.
16710	05/01/2017	05/01/2017 155	City Of Connell	52,791.04	USDA Loan To Water Account Repayment
16731	05/01/2017	05/01/2017 2348	City Of Kennewick	1,864.25	2nd QTR BI-PIN Fee
16719	05/01/2017	05/01/2017 203	Cobalt Truck Equip. LLC	10,401.28	Service Body - Kim's Truck
16720	05/01/2017	05/01/2017 164	Columbia Grain & Feed Inc	392.42	Backpack Sprayers / Weed Eater Parts
16730	05/01/2017	05/01/2017 229	Dept Of Licensing-Firearm	108.00	CPL's
16734	05/01/2017	05/01/2017 3047	Desert Winds Wireless	45.00	WWTP Internet
16721	05/01/2017	05/01/2017 1820	Desmarais Excavation, Nick	3,456.00	Fill Washout At WWTP Circle
16722	05/01/2017	05/01/2017 4437	Eagle Rock Quarry, Inc.	370.05	Rock For WWTP Washout
16737	05/01/2017	05/01/2017 4679	Espana, Alejandra	900.00	Full Customer Refund For CC Rental Deposit For Event Date 04/22/2017
16723	05/01/2017	05/01/2017 4490	Fastenal	1,138.60	Miscellaneous Bolts/Nuts
16714	05/01/2017	05/01/2017 2101	Int'l Institute Municipal Clerks	185.00	IIMC Membership And Pro Development Fee 2017
16724	05/01/2017	05/01/2017 364	Irrigation Specialists,	672.18	Irrigation Parts/WWTP Service Call
16733	05/01/2017	05/01/2017 3351	JDT Sales and Repair	771.66	#178 LOF, #122 LOF, Tranny Service, Front Brakes
16725	05/01/2017	05/01/2017 401	Kuo Testing Labs Inc.	290.00	Water Testing
16712	05/01/2017	05/01/2017 3041	Mailfinance, Department 3682	200.87	Neopost Machine
16726	05/01/2017	05/01/2017 427	Marc	169.06	Janitorial Supplies
16728	05/01/2017	05/01/2017 462	NW HydroTech, LLC	1,128.61	Well #9 Cla-Valve Rebuild
16727	05/01/2017	05/01/2017 2147	Northstar Chemical, Inc.	4,889.81	Chlorine
16736	05/01/2017	05/01/2017 4678	Parra, Estela	814.38	Estela Parra Partial CC Deposit Refund For Event Date 4/15/2017
16708	05/01/2017	05/01/2017 519	QCL Inc.	576.00	Fire Dept Hearing Conservation Testing
16709	05/01/2017	05/01/2017 520	Quill	95.84	Office Supplies
16741	05/01/2017	05/01/2017 520	Quill	77.73	Supplies And Copy Paper
16716	05/01/2017	05/01/2017 469	State Auditor's Office	2,468.21	Accountability Audit
16729	05/01/2017	05/01/2017 3397	USABlueBook	1,188.95	Chlorinator Parts

ACCOUNTS PAYABLE

City Of Connell
MCAG #: 0286

Time: 16:53:43 Date: 04/28/2017
Page: 2

As Of: 05/01/2017

Accs Pay #	Received	Date Due	Vendor	Amount	Memo
16740	05/01/2017	05/01/2017	4680 Washington State University	1,150.00	PD I Professional Development Class 2017 Registration & Housing
				Report Total:	98,297.86

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Connell and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer _____ Date: _____
() Deputy Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

04/15/2017 To: 04/20/2017

Time: 11:59:08 Date: 04/18/2017
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1353	04/15/2017	Payroll	7	EFT		1,699.89	
1354	04/15/2017	Payroll	7	EFT		1,149.08	
1355	04/15/2017	Payroll	7	EFT		1,041.55	
1356	04/15/2017	Payroll	7	EFT		497.69	
1357	04/15/2017	Payroll	7	EFT		1,625.60	
1358	04/15/2017	Payroll	7	EFT		1,258.66	
1359	04/15/2017	Payroll	7	EFT		1,610.82	
1362	04/15/2017	Payroll	7	EFT		1,777.72	
1364	04/15/2017	Payroll	7	EFT		1,498.47	
1365	04/15/2017	Payroll	7	EFT		1,659.40	
1366	04/15/2017	Payroll	7	EFT		1,324.43	
1367	04/15/2017	Payroll	7	EFT		161.40	
1368	04/15/2017	Payroll	7	EFT		2,366.67	
1369	04/15/2017	Payroll	7	EFT		1,324.08	
1370	04/15/2017	Payroll	7	EFT		1,333.72	
1371	04/15/2017	Payroll	7	EFT		1,697.31	
1373	04/15/2017	Payroll	7	EFT		1,512.91	
1374	04/15/2017	Payroll	7	EFT		2,015.90	
1375	04/15/2017	Payroll	7	EFT		161.40	
1376	04/15/2017	Payroll	7	EFT		787.51	
1377	04/15/2017	Payroll	7	EFT		1,015.61	
1378	04/15/2017	Payroll	7	EFT		2,484.17	
1379	04/15/2017	Payroll	7	EFT		2,086.13	
1382	04/20/2017	Payroll	7	EFT	Community First Bank	12,746.05	941 Deposit For 04/15/2017 - 04/15/2017
1383	04/20/2017	Payroll	7	EFT	Department Of Retirement	7,903.25	04/15/2017 To 04/15/2017 - PERS 2; 04/15/2017 To 04/15/2017 - LEOFF 2; 04/15/2017 To 04/15/2017 - Deferred Comp; 04/15/2017 To 04/15/2017 - PERS 3
1384	04/20/2017	Payroll	7	EFT	MT457-306685	500.00	04/15/2017 To 04/15/2017 - ICMA-457
1360	04/15/2017	Payroll	7	36215		161.40	
1361	04/15/2017	Payroll	7	36216		1,354.82	
1363	04/15/2017	Payroll	7	36217		161.40	
1372	04/15/2017	Payroll	7	36218		161.40	
1380	04/15/2017	Payroll	7	36219		173.01	
1385	04/20/2017	Payroll	7	36220	Case # 2549720 WA State Support Registry	650.00	04/15/2017 To 04/15/2017 - Child Support
1386	04/20/2017	Payroll	7	36221	WSECU	275.00	04/15/2017 To 04/15/2017 - WSECU
						35,081.49	001 General Fund
						2,298.85	101 Street
						9,589.85	401 Water Fund
						9,206.26	402 Sewer Fund
						56,176.45	Payroll:
							56,176.45

CHECK REGISTER

City Of Connell
MCAG #: 0286

04/18/2017 To: 04/30/2017

Time: 15:36:08 Date: 04/18/2017
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1387	04/18/2017	Payroll	7	36222	Dept Of Labor/industries	11,280.89	1ST Quarter 01/01/2017 - 03/31/2017
1388	04/18/2017	Payroll	7	36223	Employment Security Dept	2,086.78	1ST Quarter 01/01/2017 - 03/31/2017
						9,648.08	
						1,035.51	
						1,405.65	
						1,278.43	
						<u>13,367.67</u>	
						13,367.67 Payroll:	13,367.67

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ATTEST:

Councilmember

Councilmember

Mayor

Finance Director



City of Connell

**EASTERN
WASHINGTON'S
HARVESTLAND**

MEMORANDUM

DATE: MAY 1, 2017
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: MISS CONNELL 2017

Kara Booker and the talented young women from this year's Miss Connell Scholarship Program will be in attendance to provide introductions and give an update on this year's float.

Madison Knight was selected as Miss Connell 2017 on March 18th at the annual Miss Connell Scholarship Program. Finalists included; Kaedyn Corrales, Alexandria Rigby, and Heather Hawkins. These young women will be representing the Connell/North Franklin area thought out the coming year.



City of Connell

**EASTERN
WASHINGTON'S
HARVESTLAND**

MEMORANDUM

DATE: MAY 1, 2017
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: EXECUTIVE SESSION

Staff will need a 10 minute executive session to discuss the latest proposal for the police collective bargaining agreement.



City of Connell

**EASTERN
WASHINGTON'S
HARVESTLAND**

MEMORANDUM

DATE: MAY 1, 2017
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: POLICE COLLECTIVE BARGAINING AGREEMENT

City staff and representatives from the Teamsters Union have worked together to provide a Police Collective Bargaining Agreement that covers the police officers from January 1, 2017 through December 31, 2019.

Options:

1. Council may move to approve the Collective Bargaining Agreement between the City of Connell, Washington and Teamsters Local Union NO. 839 as presented or,
2. Choose not to approve the Agreement.



MEMORANDUM

DATE: MAY 1, 2017
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: WA STATE DEPARTMENT OF CORRECTIONS – INMATE WORK CREW AGREEMENT

Attached you will find the annual renewal for the offender Work Project Description. The current agreement expires June 30, 2017 and aside from the date, there are no changes from the current agreement.

RECOMMENDATION:

Move to approve Agreement No. K11103 between Washington State Department of Corrections and City of Connell.

WASHINGTON STATE DEPARTMENT OF CORRECTIONS
Coyote Ridge Corrections Center

Prisons Division CLASS IV Work Project Description

Contract Number: K11103

RECIPIENT: City of Connell RECIPIENT L&I Account Number: 004545-00

RECIPIENT IS: Government Entity State Agency Public Benefit Nonprofit

RECIPIENT Contact: Bruce Blackwell Phone: (509)546-0062 Email: bblackwell@connellwa.org

Department Contact: Jeff Uttecht Phone: (509)543-5802 Email: jauttecht@doc1.wa.gov

Work Project Description: DOC offenders will do general labor, public works, grounds keeping, janitorial, mechanical, carpentry.

Crew: Each crew will consist of 8 – 10 offenders.

Project Location: Connell, WA

Project Period (One year maximum): 7/1/2017 through 6/30/18

Projected Number of Work Crew Hours: 28 hours per week / Monday - Thursday

Approximate Work Hours: Arrive at 8:00 a.m. Depart at 3:00 p.m.

Special Payment Terms. RECIPIENT will pay DOC:

1. Offender gratuity of \$ 1.25 per offender hour worked. Hours worked include travel time from CRCC to the job site and from the job site back to CRCC.
2. Fuel provided by Recipient.

Personal Protective Equipment provided by DOC: CRCC will provide offenders with the necessary work clothing.

Tools and Equipment provided by RECIPIENT: The contractor will provide all necessary tools and equipment required to complete the specific work project.

Hazard Assessment and PPE Selection Worksheet attached? Y N

Additional Terms: Crews may be held in or recalled early for facility needs at any time. Crews may also be held in or redirected in the event of a natural disaster; i.e. fire, earthquake, or flood.

CITY OF CONNELL

DEPARTMENT OF CORRECTIONS

Signature

Signature of Superintendent

Title

Coyote Ridge Corrections Center
Institution

Date

Date

State of Washington
Department of Corrections

K11103

Page 1 of 1

WASHINGTON STATE DEPARTMENT OF CORRECTIONS
Coyote Ridge Corrections Center

Prisons Division CLASS IV Work Project Description

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CITY OF CONNELL

DEPARTMENT OF CORRECTIONS

Bruce Blackwell
Signature

[Signature]
Signature of Superintendent

Mayor
Title

Coyote Ridge Corrections Center
Institution

May 3, 2016
Date

5-13-16
Date