

City of Connell, Washington
CITY COUNCIL AGENDA

Connell City Hall - 104 E. Adams Street
Regular Meeting
May 1, 2024, 6:00 PM

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PRESENTATION

a. BFCOG Presentation

5. CONSENT CALENDAR

All matters 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, 2024
- b) Accounts payable 5/1/2024 for \$73,204.62
- c) Payroll Register 4/17/24 – 04/17/24 for \$23,913.58
- d) Payroll Register 4/19/24 – 4/19/24 for \$50,256.85

6. APPROVAL OF AGENDA

ORDER OF BUSINESS

7. Fire Mobilization Interagency Agreement
8. Surplus 1950 Fire Truck – Resolution No. 2024-04

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



THE MISSION OF THE CITY OF CONNELL IS:

To partner with the community, enriching the quality of life and delivering a range of services in a fiscally sustainable manner.

Engaging the public and embracing diversity, we maintain a focus on the future, remaining flexible and responsive, to foster a small-town character that supports growth.



Solutions for Shared Regional Problems

Benton-Franklin Council of Governments convenes local governments to collaboratively plan, fund, and administer solutions to shared community needs. BFCOG facilitates the flow of state and federal funds into the region for transportation and economic development through planning activities and administration of related programs.

Benton-Franklin Council of Governments (BFCOG) was established by voluntary association of the local units of government in 1966 with the vision of providing a forum for improved communication, multi-jurisdictional decision-making, regional planning, and lead agency capacity for the provision of multi-jurisdictional programs. The services currently provided to the Member Jurisdictions are outlined by the Interlocal Agreement and can evolve with the needs of the Member Jurisdictions. BFCOG currently fulfills the following designations on behalf of the Benton-Franklin region:

- **Regional Planning Commission** (RCW 36.70.60)
- **Conference of Governments** (RCW 36.64.80)
- **Regional Transportation Planning Organization** (RCW 47.80.20)
- **Metropolitan Planning Organization/Transportation Management Area** (Federal Highway Administration, Federal Transit Administration)
- **Economic Development District** (US Department of Commerce, Economic Development Administration)

*Since 2018, federal and state Transportation (FHWA/FTA/WSDOT) and Economic Development (EDA/EPA) programs have provided **direct project funding** to local jurisdictions of **\$35.7M** compared to the combined local assessment invested of just **\$1.18M**. That's an average of **\$30 direct return for every \$1 of local funds invested in BFCOG!***

Summary of Support Provided to:

City of Connell

Transportation Planning & Funding:

- **\$184,508** in Transportation Project funding 2019 – 2023, Arterial Bituminous Surface Restoration Project (2019)
- Traffic Count Data for 8 locations within Connell for Comprehensive Plan Update support
- Participation in the Transportation Technical Advisory Council (TAC)

Economic Development:

- 2011 EDA Grant - \$34,060 Industrial Area Master Plan.
- Connell Rail Interchange, Community Center Parking Lot, and Southside Mains Improvement Projects included in the **2023 Comprehensive Economic Development Strategy** to support the acquisition of future funding.
- Congressional Connection meetings are available for participation to connect municipal staff with congressional delegation staff.
- The Brownfields Program is available to support all member jurisdictions in identifying potential brownfields, conducting assessments, and connecting to remediation resources if necessary.

Fiscal Impact to: **City of Connell**

2023 Annual Dues Assessment: \$2,912 (Federal Program Matching Only – 1.12% of Assessment Budget)

5-Year ROI: \$13.51 direct return for every \$1 invested in BFCOG

2022-2023 BFCOG Highlights

Approved and Ratified **Updated the Interlocal Agreement, Bylaws, and Standing Committee Policies** with all 13 Member Jurisdictions

Fully Staffed Planning Department with 6 Planning Professionals

Obligated **\$12.724M** to Local Transportation Projects

Completed the 2022 and 2023 annual updates to the **2021-2025 Comprehensive Economic Development Strategy** (CEDs), incorporating regional jurisdictional projects and regional economic data

Defederalization of \$847,000 in former EDA Regional Revolving Loan Fund dollars for future economic development use

Received a 3-year **\$600,000 EPA Brownfields Assessment Coalition Grant** and provided environmental assessments or reuse planning to 12 sites to date.

Received **\$400,000** in ARPA Funding to Support Economic Recovery and Resiliency Planning

Adopted **2024-2025 Unified Planning Work Program** (UPWP) for MPO/RTPO with **\$3.16M** Budget for Planning Programs

Provided over **75 Technical Assistance Services** for Regional Jurisdictions

50 Facilitated Congressional Connection Meetings between Jurisdictions and Federal Delegation Staff

Serving as **Record of Information Source** for federal funding opportunities from Senators Murray and Cantwell's Offices

Updated **Regional Traffic Count** Data for **715 + locations**

Updated Travel Demand and Land Use Modeling Data to include Freight Traffic Information

Conducted over **70 Modeling and Mapping Services** for Jurisdictions and Developers

Provide Contracted Administration to the **Tri-City Regional PFD** and **Benton County PFD**

Distributed over **4,000 Regional Bike Maps** (English and Spanish) to date

4 Years of **Clean SAO Audits**

Co-Facilitate the **Benton-Franklin Broadband Action Team** and their Infrastructure, and Digital Equity Sub Committees. Received **\$102,000** in **Broadband Equity, Accessibility & Deployment (BEAD) Planning** funds to conduct planning activities to support future BEAD infrastructure funding applications.

Partnering with TRIDEC, Visit Tri-Cities, and the Regional Chamber to form the **Tri-Cities Strategic Alliance** to intentionally collaborate on regional scale projects, including BFCOG's **Internet for All** initiative.



Ongoing Planning Services, Data Collection, and Technical Support provided by BFCOG

Metropolitan Planning Organization/Regional Transportation Planning Organization

Call for Projects: Funding Allocation makes available roughly \$5M annually to local jurisdictions for local multi-modal projects through a competitive process in cooperation with WSDOT. This funding is only available to jurisdictions through the regional MPO.

Comprehensive Plan Growth Management Act Certification: Review of the transportation element of local jurisdiction comp plans to ensure consistency with GMA requirements, then issue required GMA certification.

Travel Demand Modeling Data and Land Use Scenarios for developments and comprehensive planning are provided to local jurisdictions and regularly updated on behalf of the region. This service would have to be procured by each individual jurisdiction if not supplied by BFCOG.

Regional Traffic Count Program collects data from over 630 regional locations identified by Jurisdictions, including average daily traffic, vehicle type, peak hour flows, freight data, etc. Local jurisdictions use this information to assess the impact of proposed new developments, among other things.

Transportation Improvement Program (TIP) Assistance is provided to local jurisdictions to ensure projects are entered into the WSDOT project software. Projects not entered are not eligible for state or federal pass-through funds.

Regional Transportation Priorities is an annually compiled list of collaborative transportation projects for the Tri-Cities region highlighting the highest priority projects adopted by the BFCOG. This listing is helpful to local, state, and federal agencies in accomplishing planning tasks and provides information to support the pursuit of projects and funding, including grant applications.

Active Transportation Planning provides comprehensive bicycle and pedestrian planning for the region. The most recent Regional Active Transportation Plan provided a Level of Traffic Stress (LTS) rating for all regional roads and a best practices toolbox section to help implement multimodal improvements.

Federal Functional Classification (FFC) Reclassification requires coordination with local jurisdictions, ensuring that desired roadway reclassification meets regional transportation goals. Without BFCOG, it would fall to each individual jurisdiction to ensure their roadways do not interfere with other local jurisdictions' roadways.

Congestion Management Process (CMP) provides a shared vision, goals, objectives, and strategies for the region to guide future improvements for all forms of transportation. The CMP involves developing objectives and performance measures to support those objectives, data collection and analysis, identifying strategies, and evaluating effective strategy implementation to plan for effective congestion management. As a migratory region with regular commuting between closely located communities, this is an essential regional undertaking.

Human Services Transportation Plan (HSTP) ensures coordinated transportation planning between local agencies, WSDOT, MPO, and the community to improve transportation services for persons with special needs and those who cannot transport themselves due to physical or mental limitations, income, or age. Projects identified in the HSTP are eligible for funding through a statewide selection process known as the Consolidated Grant Program.

Metropolitan Transportation Plan (MTP) is a long-range, multi-modal planning document that identifies the region's mobility needs for 20+ years. It provides a policy framework for investing anticipated federal, state, and local funds based on the projected needs, regional goals, and objectives. Transportation projects not part of the MTP are not eligible for state and federal transportation funding.

Title VI/Equity Plan provides important regional data analysis related to equity and transportation.

Additional services available upon request by local jurisdictions include **Land Use Planning, Land Suitability Analysis, Mapping Services,** and **Equity Data Support.**

Economic Development District

BFCOG produces a **Comprehensive Economic Development Strategy (CEDS)** for the region. The CEDS, which showcases projects and regional economic areas of emphasis, is a requirement of the Economic Development Administration (EDA) to support investment of EDA grant funding in the region. Since 2009 more than \$12M has been invested by the EDA for projects in this region.

Economic Resiliency and Recovery is a new addition to the CEDS. BFCOG coordinates with local jurisdictions and state/federal agencies to evaluate and recommend resiliency and recovery planning to coincide with regional emergency planning. COVID-19 has highlighted nationally how unprepared communities are to affect economic resilience and recovery during and after a disaster.

Funding Technical Assistance is provided to local jurisdictions to facilitate the flow of state and federal funding into the region through grants and ongoing programs. EDA has over \$3.5B available nationally for community-building programs. Each program strongly advocates partnership with the local Economic Development District for consideration. 2021's federal Infrastructure Investments and Jobs Act (IIJA) includes significant funding opportunities, especially in the Transportation sector.

Lead Agency Capability is available for BFCOG to by the applicant and administrator for state or federal programs that allow collaboration and impact to more than one jurisdiction in the region. One such program is the EPA Brownfields Program, which awarded BFCOG a \$600K competitive grant for Brownfields Assessments across the region.

Regional Brownfields Program is an initiative to identify and prioritize brownfield sites to facilitate potential redevelopment or reuse through environmental assessment, remediation, and site-specific planning. An environmental consulting firm has been contracted to support these activities and identify other funding support for related activities.

Equity Analysis/Data Support can be provided including data and third-party analysis to support the new expectations of the WA "HEAL" Act and increasing federal funding requirements.

Multi-Jurisdictional Programs

BFCOG can help two or more local governments partner to their mutual benefit by administering a multi-jurisdictional program or service. **How might this benefit your jurisdiction by reducing duplication of efforts, saving money, or improving collaboration?**

REGULAR MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
April 17, 2024

The Regular meeting of the Connell City Council was called to order by Mayor Lee Barrow at 6:01 pm in the City Hall and was opened with the Pledge of Allegiance.

ROLL CALL

Mayor Lee Barrow and Councilmember's: Pat Barrera, Shelly Harper, and Preston Hart.

EXCUSED:

Councilmember Hart moved to excuse Councilmembers Joe Escalera and John White.
Councilmember Barrera seconded the motion. Motion carried unanimously.

Councilmember White joined the meeting at 6:06 pm.

STAFF PRESENT:

Fire Chief Ken Woffenden, City Treasurer Teresa Steele, City Administrator Cathleen Koch, City Clerk Marissa Ortiz, Public Works Director Hallie Tuck, Police Chief Chris Lee, and City Attorney Heidi Ellerd.

CONSENT CALENDAR

Motion: Mayor Pro Tem Harper moved to approve the consent calendar as presented:

- a) Minutes of the Regular Council Meeting April 03, 2024
- b) Accounts Payable 4/17/24 for \$123,224.66
- c) Check Register 4/01/24 for \$319.52
- d) Payroll Register 4/05/24-4/05/24 for \$113,873.41

Councilmember seconded the motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Mayor Pro Tem Harper moved to approve the agenda as amended: (*Added Memo #9a – Street Closure Request*). Councilmember Hart seconded the motion. Motion carried unanimously.

ORDER OF BUSINESS

AGREEMENT WITH CONNELL CHAMBER OF COMMERCE

Following conversations with the Chamber of Commerce, it was determined that they would take ownership of the trailer and manage the costs. City Attorney Heidi Ellerd proposed an agreement for City Council's consideration. The agreement would declare the trailer surplus and the title would be transferred to the Chamber. For a minimum of 2 years, the Chamber would be required to ensure the trailer would continue to be used to promote economic development, trade, and tourism in the City. In addition, the float committee and volunteers could reach out to the Chamber to discuss details about the float expenses.

MEETING OF THE CITY OF CONNELL
Regular Council Meeting – April 17, 2024

Motion: Mayor Pro Tem Harper moved to approve the agreement between the Connell Chamber of Commerce and the City of Connell to promote economic development and tourism, as well as surplus the float trailer and all accompaniments to the Chamber of Commerce. Councilmember Hart seconded the motion. Motion carried unanimously.

BASIN DISPOSAL FUEL SURCHARGE

Basin Disposal, Inc. proposed a 1.46% fuel surcharge for the billing invoices for the months of May and June 2024 as fuel prices remained high. For the Council’s consideration the new proposed fuel surcharge and rate sheet was provided. Staff recommended that the fuel surcharge be approved at the 1.46% rate and any future increases would be considered separately.

Motion: Councilmember Barrera moved to approve a fuel surcharge of 1.46% be added to garbage bills for the months of May and June 2024. Mayor Pro Tem Harper seconded the motion. Motion carried (3-1 vote).

STREET CLOSURE REQUEST FOR 10-YEAR CLASS REUNION

Parker Dolezal and Frankie Meraz reached out to city staff on behalf of Connell High School Class of 2014. They requested to close North Columbia Avenue from East Borah Street to East Adams Street on Saturday, June 8, 2024, from 4pm to 10pm. The area would hold various events, including vendors. The consumption of alcohol would not be consumed outside any establishments. They stated that businesses along those streets were all in agreement except for one who was not available to speak with.

The council was not opposed, and the consensus was to allow the street closure. City staff requested they work with the Police Chief to verify all details.

KAFFRIN’S COFFEE – PROPOSED STREET CLOSURE ON APRIL 27, 2024

Katrina Kunkel, the owner of Kaffrin's Coffee, joined the meeting and requested a street closure. The planned closure was Borah Street between Kaffrin’s Coffee and C Street Vault buildings. Ms. Kunkel explained the closure space was for a vendor market event taking place on April 27, from 4pm to 8pm.

The council was not opposed, and the consensus was to allow the street closure.

COMMENTS/NON-AGENDA ITEMS

Charles Nicodemus - Expressed his concerns regarding several items in the city including sidewalks, lack of ADA accessibility on curbs, parks, and cars violating the speed limit.

Lauren Smith – Reported that Pioneer Park had a large amount of tackweed and needed to be remedied.

Pam Welch – Thanked the Mayor and City Administrator and encouraged others to speak to city staff in person when addressing concerns.

MEETING OF THE CITY OF CONNELL
Regular Council Meeting – April 17, 2024

COUNCILMEMBERS REMARKS

Councilmember Barrera – Thanked Mr. Nicodemus for his comments and stated it was best to come in and converse with concerns in person.

DEPARTMENT REPORTS

Mayor, Lee Barrow – Reported that he and city staff took a field trip to all city parks. They inspected the conditions and conducted an inventory of items in need of repair.

Public Works Director, Hallie Tuck – Reminded City Council of the all city clean-up scheduled for two Saturdays on April 20 & 27, from 8 am to 4 pm.

Fire Chief, Ken Woffenden – Addressed the comments posted on social media involving the City Parks. He recommended that the public refer issues to City Hall so that staff could be aware and deal with them effectively.

City Clerk, Marissa Ortiz – Announced on behalf of the Association of Washington Cities (AWC) recipient Jorge Gaytan Garcia, a senior from Connell High School was selected for a \$3,000 AWC Center for Quality Communities scholarship. The Center for Quality Communities (CQC) scholarship supported high school seniors who were active in leadership in their city government, community, or school and planned to pursue post-secondary education.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 6:29 pm.

Lee Barrow, Mayor

ATTEST: _____
Marissa Ortiz, City Clerk

ACCOUNTS PAYABLE

City Of Connell

As Of: 10/04/2101

Time: 11:40:31 Date: 04/25/2024
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
27252	04/18/2024	05/01/2024 4967	AHBL, Inc	1,620.00	Lep-re-kon Harvest Foods Land Use Planning Services T&E \$2,700 3/1/24-3/25/24
27253	04/18/2024	05/01/2024 4967	AHBL, Inc	3,606.25	Connell Lamb Weston Raw Storage Replacement Land Use Planning Services T&E \$4,800 3/1/24-3/25/24
27254	04/18/2024	05/01/2024 4967	AHBL, Inc	4,228.18	Connell On-Call Planning Support Land Use Planning Services 3/1/24-3/25/24
27266	05/01/2024	05/01/2024 31	Anderson Perry & Assoc.	3,852.50	Engineering Fees
27267	05/01/2024	05/01/2024 92	Benton Franklin District Health	631.00	Water/W/W Labs
27260	04/23/2024	05/01/2024 135	Casaday Bee-Line Service & Towing LLC	744.88	PD - Evidence Per Connell PD For Franklin Co. Vehicle Impound
27279	04/24/2024	05/01/2024 515	CenturyLink EFT, Centurytel of Washington	380.42	CenturyLink For April 2024. City Hall, PD, Fire Hall, Water & Sewer, And Community Center.
27265	04/23/2024	05/01/2024 2348	City Of Kennewick	3,130.00	PD - BIPIN Computer Support Law Enforcement 2nd QTR 2024 (\$8.00 Additional Due To 1st QTR 2024 Being Incorrect)
27237	04/12/2024	05/01/2024 5016	City of Richland, WA	14,808.50	PD - Dispatch Services. 2nd QTR 2024 (Apr, May, Jun) SECOMM Assessment For Police Dispatch
27238	05/01/2024	05/01/2024 5016	City of Richland, WA	386.50	Dispatch Services
27268	05/01/2024	05/01/2024 4356	Core & Main	263.01	Irrigation Meter Repair Parts
27269	05/01/2024	05/01/2024 1802	Dept Of Ecology - Permit	1,661.83	WWTP Solids Permit
27281	04/25/2024	05/01/2024 5810	Firstnet, ATT	766.91	PD - Wireless Services For 2/27/24-3/26/24
27234	04/10/2024	05/01/2024 280	Franklin Co Auditor	19.00	Release Of Lien. George Hall AFN# 1984456
27256	05/01/2024	05/01/2024 6067	Franklin Co Communications	74.39	Radio Support Fees
27235	04/11/2024	05/01/2024 284	Franklin Co Corrections	3,784.56	Inmate Housing For March 2024
27241	04/16/2024	05/01/2024 284	Franklin Co Corrections	571.05	Inmate Medical For March 2024
27264	04/23/2024	05/01/2024 284	Franklin Co Corrections	218.33	Inmate Medical For September 2023
27242	05/01/2024	05/01/2024 287	Franklin Co Election	1,628.28	2023 General Election Costs / Equipment Replacement Fee
27255	04/19/2024	05/01/2024 296	Franklin County E911	2,297.90	PD - Radio Support Fees Q1 Jan-Mar 2024
27239	04/16/2024	05/01/2024 3051	Franklin County, Office Of Public Defense	2,138.81	Q1 2024 Defendant's District Court Public Defense Contract
27280	04/24/2024	05/01/2024 6157	Hesla, Alex	600.49	PD - Travel Expense Reimbursement. Training For Alex Hesla. Lodging 4/2/24 & Meals For 4/2/24-4/6/24
27270	05/01/2024	05/01/2024 346	IBS	1,904.04	Nitrile Gloves, Drill Bits, Safety Glasses Part Cleaner
27263	04/23/2024	05/01/2024 4436	Intermedia.net Inc.	121.19	Voip/Voicemail Services For March 10, 2024 - April 10, 2024

ACCOUNTS PAYABLE

City Of Connell

Time: 11:40:31 Date: 04/25/2024
Page: 2

As Of: 10/04/2101

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
27250	04/18/2024	05/01/2024 3351	JDT Sales and Repair	399.25	PD - Synthetic Oil Change With Filter. 10-9243 Mercon LV ATF Fluid. Drain/Refill Transmission. FP68 Cabin Filter. FA 1884 Air Filter.
27271	05/01/2024	05/01/2024 5168	Jordan Mechanical Group	930.30	HVAC Maintenance
27273	05/01/2024	05/01/2024 3156	Legacy Telecommunications, Inc.	8,420.37	Generator Testing
27259	04/22/2024	05/01/2024 427	MARC	475.15	Cleaning Supplies. Neutron Neutral Disinf Clnr 1G. Waffle Microfiber Clning Cloths.
27236	04/12/2024	05/01/2024 5212	Office Depot OfficeMax	80.54	1099NEC 4PT ENV 20PK
27261	04/23/2024	05/01/2024 5212	Office Depot OfficeMax	71.25	HP Ink Refill, Multicolor 1qty Item #533334 T0A39AN#140
27262	04/23/2024	05/01/2024 5212	Office Depot OfficeMax	2.14	Staple Remover 2qty. Item #726362 UNV00700
27274	05/01/2024	05/01/2024 476	Oxarc Inc	73.73	Respirator Mask And Cartridges
27248	04/17/2024	05/01/2024 2467	Pump Tech, LLC, Dept #2362	9,656.21	Service Call For Lift Station #7
27275	05/01/2024	05/01/2024 519	QCL Inc.	295.00	EAP Program
27251	04/18/2024	05/01/2024 5525	Quadient, Dept. 3682	327.21	Lease Payment 5/16/2024-8/15/2024
27278	04/24/2024	05/01/2024 6029	Ruiz, Tomasa	500.00	Community Center Refund Deposit For Use On 4/13/2024
27240	04/16/2024	05/01/2024 546	Signs By Sue	871.20	PD - Graphics For Patrol Vehicle - All NON-reflective Black Cut Vinyl TRUCK VIN: LKE44651
27277	05/01/2024	05/01/2024 546	Signs By Sue	424.71	PW Decals
27257	04/22/2024	05/01/2024 667	TWG Consulting	300.00	PD - Police Labor Relations Consultation - Hourly
27258	04/22/2024	05/01/2024 667	TWG Consulting	100.00	PD - Police Labor Relations Consultation - Hourly
27282	05/01/2024	05/01/2024 4017	Verizon Wireless	824.54	City Cell Bill
27249	05/01/2024	05/01/2024 6324	WA State Dept. of Licensing, Driver Records	15.00	Pre-Employment Driver's Abstract Report For (Gerardo Reyes)
Report Total:				73,204.62	

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

04/17/2024 To: 04/17/2024

Time: 10:02:02 Date: 04/17/2024

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1506	04/17/2024	Payroll	7	EFT	Dept Of Labor/industries	13,654.11	1ST Quarter L&I: 01/01/2024 - 03/31/2024
1507	04/17/2024	Payroll	7	EFT	Employment Security Dept-PFML	5,452.51	Pay Cycle(s) 01/01/2024 To 03/31/2024 - PFML: Pay Cycle(s) 01/01/2024 To 03/31/2024 - WA State LTC
1508	04/17/2024	Payroll	7	EFT	Employment Security Dept	4,806.96	1st Quarter Unemployment: 01/01/2024 - 03/31/2024
						19,780.93	
						825.46	
						1,645.10	
						1,662.09	
						<u>23,913.58</u>	Payroll: 23,913.58


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

CHECK REGISTER

City Of Connell

Time: 10:13:34 Date: 04/17/2024

04/19/2024 To: 04/19/2024

Page: 1

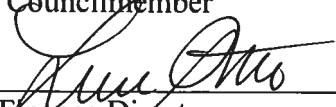
Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1479	04/19/2024	Payroll	7	EFT		2,128.56	
1480	04/19/2024	Payroll	7	EFT		2,408.92	
1481	04/19/2024	Payroll	7	EFT		297.15	
1482	04/19/2024	Payroll	7	EFT		1,165.76	
1483	04/19/2024	Payroll	7	EFT		1,944.28	
1484	04/19/2024	Payroll	7	EFT		297.15	
1485	04/19/2024	Payroll	7	EFT		1,982.04	
1486	04/19/2024	Payroll	7	EFT		1,453.11	
1487	04/19/2024	Payroll	7	EFT		2,748.87	
1488	04/19/2024	Payroll	7	EFT		297.15	
1489	04/19/2024	Payroll	7	EFT		306.98	
1490	04/19/2024	Payroll	7	EFT		2,358.28	
1491	04/19/2024	Payroll	7	EFT		1,653.22	
1492	04/19/2024	Payroll	7	EFT		1,614.80	
1493	04/19/2024	Payroll	7	EFT		2,064.93	
1494	04/19/2024	Payroll	7	EFT		1,313.16	
1495	04/19/2024	Payroll	7	EFT		3,635.60	
1496	04/19/2024	Payroll	7	EFT		3,817.65	
1497	04/19/2024	Payroll	7	EFT		2,435.61	
1498	04/19/2024	Payroll	7	EFT		2,098.54	
1499	04/19/2024	Payroll	7	EFT		2,328.14	
1500	04/19/2024	Payroll	7	EFT		2,550.74	
1501	04/19/2024	Payroll	7	EFT		2,434.30	
1502	04/19/2024	Payroll	7	EFT		1,553.51	
1503	04/19/2024	Payroll	7	EFT		2,167.35	
1504	04/19/2024	Payroll	7	EFT		297.15	
1505	04/19/2024	Payroll	7	EFT		2,903.90	

001 General Fund	29,543.82
101 Street	1,792.39
401 Water Fund	9,165.46
402 Sewer Fund	9,755.18

50,256.85 Payroll: 50,256.85

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

 Finance Director

 Councilmember

 Mayor



MEMORANDUM

DATE: MAY 1, 2024
TO: CITY COUNCIL
FROM: KEN WOFFENDEN, FIRE CHIEF
RE: FIRE MOBILIZATION INTERAGENCY AGREEMENT

The State of Washington has created a Fire Service Mobilization Plan that allows them to provide personnel, equipment and other resources when a wildland fire or other emergency exceeds the firefighting capacity of nearby local jurisdictions. Connell has participated in such firefighting services and has provided mutual aid when needed. This agreement helps others around Connell and, if Connell was ever in need of assistance, the same agreement would be in place with other jurisdictions to assist Connell.

The interagency agreement would require Connell Fire Department to follow the State's mobilization plan when assisting with fires and would allow the City to be reimbursed for allowable costs incurred while the City's assets are mobilized, according to state law. The City would be required to fill out claim forms in order to receive reimbursement and must be registered as a Statewide Payee. (It's likely that the City is already considered a Statewide Payee.)

The agreement begins in 2024 and would end on January 1, 2029, unless terminated sooner in accordance with the agreement.

RECOMMENDATION: Approve the Fire Mobilization Agreement between the State of Washington - Washington State Patrol and the Connell Fire Department and authorize the Mayor to sign and execute the documents necessary.

FIRE MOBILIZATION INTERAGENCY AGREEMENT
BETWEENSTATE OF WASHINGTON
WASHINGTON STATE PATROL

AND

CONNELL FIRE DEPARTMENT

This Interagency Agreement (Agreement), pursuant to RCW 43.43.960 through RCW 43.43.964 (State Fire Service Mobilization) and Chapter 39.34 RCW (Interlocal Cooperation Act), is made and entered into by and between the Washington State Patrol, hereinafter referred to as "WSP," and **Connell Fire Department**, a statutorily authorized fire agency within the State of Washington, hereinafter referred to as "Fire Agency."

The purpose of this Agreement is to provide for the reimbursement of allowable Fire Agency costs incurred while its assets are mobilized in accordance with RCW 43.43.960 through RCW 43.43.964 and the Washington State Fire Services Resource Mobilization Plan (Mobilization Plan). The Mobilization Plan and any subsequent versions adopted pursuant to RCW 43.43.962 are incorporated herein by this reference and can be found at: <https://www.wsp.wa.gov/all-risk-mobilization/>

Therefore, it is mutually agreed that:

- 1. Mobilization Plan.** The Mobilization Plan provides a process to quickly notify, assemble and deploy fire service personnel and equipment to any local fire jurisdiction in Washington State that has expended all local and mutual aid resources in attempting to manage, mitigate and control an emergency incident or situation for the protection of life and property. If the Fire Agency responds with its available assets to an incident mobilization, both parties shall comply with the procedures detailed in the Mobilization Plan.
- 2. Period of Performance.** The period of performance of this Agreement begins on 1/01/2024 and ends on 1/01/2029 unless terminated sooner as provided herein.
- 3. Billing Procedures.** WSP shall reimburse the Fire Agency upon the receipt of properly executed claim forms submitted by the Fire Agency according to the Mobilization Plan. Claims for payment submitted by the Fire Agency to WSP for costs due and payable under this Agreement shall be paid by WSP if received by WSP within 45 days from the end of each respective fire mobilization. The Fire Agency is required to be registered as a Statewide Payee prior to submitting a request for payment under this Contract. The Washington State Office of Financial Management (OFM) maintains the Statewide Payee Registration System; to obtain registration materials go to <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>
- 4. Compliance with Civil Rights Laws.** During the period of performance for this Agreement, both parties shall comply with all federal and state nondiscrimination laws.
- 5. Records Maintenance.** Both parties shall maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. Both parties shall retain all books, records, documents, and other material relevant to this Agreement for six (6) years after expiration, and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.
- 6. Agreement Management.** The work described herein shall be performed under the coordination of the parties' Contract Managers listed below, or their successors. They shall provide assistance and guidance to the other party necessary for the performance of this Agreement. The parties shall notify each other within ten (10) business days of a change in Contract Manager.

Contract Manager for CONNELL FIRE DEPARTMENT: Ken Woffenden Chief 605 S Columbia Ave Connell WA 99326 (509) 234-5451 kwoffenden@connellwa.org	Contract Manager for the WASHINGTON STATE PATROL: Brian Briscoe State Deputy Fire Marshal PO Box 42642 Olympia WA 98504-2642 (360) 596-3925 Brian.Briscoe@wsp.wa.gov
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7. **Hold Harmless.** Each party shall defend, protect and hold harmless the other party from and against all claims, suits and/or actions arising from any negligent or intentional act or omission of that party's employees, agents, and/or authorized subcontractor(s) while performing under this Agreement.
8. **Agreement Alterations and Amendments.** This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
9. **Termination.** Either party may terminate this Agreement upon thirty (30) calendar days' written notification to the other party. If this Agreement is so terminated, the terminating party shall be liable only for performance in accordance with the terms of this Agreement for performance prior to the effective date of termination.
10. **Appeals of Denied Claims.** In the event that WSP denies payment of claim(s) submitted by the Fire Agency under this Agreement, the Fire Agency may appeal the denial according to the Mobilization Plan. The process contained in the Mobilization Plan is the sole administrative recourse available to the Fire Agency for the appeal of denied claims.
11. **Order of Precedence.** In the event of any inconsistency in the terms of this Agreement, the inconsistency shall be resolved by giving precedence in the following order:
 1. Applicable federal and state statutes and regulations;
 2. Terms and Conditions contained in this Agreement
 3. Any other provisions of the Agreement, whether incorporated by reference or otherwise.
12. **All Writings Contained Herein.** This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement.

CONNELL FIRE DEPARTMENT		WASHINGTON STATE PATROL	
Signature	Date	Signature	Date
Print Name and Title		For: John R. Batiste, Chief	

APPROVED AS TO FORM BY THE OFFICE OF THE ATTORNEY GENERAL 2/5/2008



MEMORANDUM

DATE: MAY 1, 2024
TO: CITY COUNCIL
FROM: KEN WOFFENDEN, FIRE CHIEF
RE: RESOLUTION 2024-04 TO SURPLUS 1950 FIRE TRUCK

The Connell Heritage Museum has had possession of the City's 1950 Fire Truck for quite some time. The truck has not even seen a parade in a number of years. The City has been paying insurance and tracking the truck as an asset, which does not make a lot of sense. The best place for the fire truck at this point is at the museum.

City staff recommends the Council approve surplusizing the fire truck to the Connell Heritage Museum. The truck will continue to be a treasured piece that can be enjoyed at the museum.

RECOMMENDATION: Adopt Resolution 2024-04 surplusizing the City's 1950 Ford Fire Truck to the Connell Heritage Museum.

City of Connell Washington
RESOLUTION NO. 2024-04

**A RESOLUTION OF THE CITY OF CONNELL, WASHINGTON,
RELATING TO SURPLUS EQUIPMENT OWNED BY THE CITY.**

WHEREAS, City Staff has reviewed the condition of the fire truck owned by the City, said review relating to the condition of the truck and the needs of the City, and has determined that said truck is surplus to the City's needs and has recommended to the City Council that said property be declared surplus and disposed of by donating said truck to the Connell Heritage Museum; and

WHEREAS the City has determined and has recommended that the fire truck is surplus;

WHEREAS, the City Council has determined that the following fire truck is surplus:
1950 Ford Fire Truck, License Plate No. 4622MX, Serial No. 615465GEX

**NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF CONNELL,
WASHINGTON DOES RESOLVE AS FOLLOWS:**

The 1950 Ford Fire Truck is declared to be surplus to the needs of the City, and City Staff is directed to donate the fire truck to the Connell Heritage Museum.

PASSED AND ADOPTED by the City Council of the City of Connell and **APPROVED** by the Mayor this ____ day of _____, 2024.

ATTEST:

Lee Barrow, Mayor

Marissa Ortiz, City Clerk

APPROVED AS TO FORM:

Heidi Ellerd, City Attorney

INTRODUCED: _____
ADOPTED: _____
APPROVED: _____