

MEETING OF THE CITY OF CONNELL, WASHINGTON  
CONNELL, FRANKLIN COUNTY, WASHINGTON  
December 5, 2022

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

ROLL CALL

Mayor Lee Barrow and Councilmember's: Joe Escalera, Pat Barrera, Shelly Harper, Katrina Kunkel and John White.

STAFF PRESENT:

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

PRESENTATION

Officer Milkar Gutierrez was promoted and sworn in by Police Chief Chris Lee to Sergeant for the Connell Police Department.

CONSENT CALENDAR

**Motion:** Councilmember Harper moved to approve the consent calendar as presented:

- a) Minutes of the Regular Council Meeting November 21, 2022
- b) Accounts Payable 12/5/22 for \$24,328.57
- c) Check Register 12/1/22 for \$286.44
- d) Payroll Register 12/05/22 – 12/05/22 for \$50,953.53

Councilmember Kunkel seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

**Motion:** Pro Tem Barrera moved to approve the agenda as presented. Councilmember Escalera seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

PUBLIC HEARING – 2022 COMP PLAN AMENDMENT AND AREA WIDE REZONE  
Mayor Barrow recessed the regular meeting at 6:03 pm and opened a Public Hearing for the purpose of considering the 2022 Comprehensive Plan Annual Amendment.

STAFF REPORT:

Nicole Stickney from AHBL on behalf of the City, presented a power point, reviewing the 2022 annual amendment to the Comprehensive Plan. Amendments to the Comprehensive Plan were processed in accordance with the State of Washington Growth Management Act (WAC Chapter 365-196) and the City of Connell Municipal Code (CMC) 16A.02.060.

COUNCILMEMBERS COMMENT PORTION OF THE HEARING:

None Heard

MEETING OF THE CITY OF CONNELL  
Regular Meeting – December 5, 2022

PUBLIC COMMENT:  
None Heard

City Council gave staff direction to prepare ordinances for adoption of the proposed amendments. Mayor Barrow closed the hearing and opened the regular meeting at 6:27 p.m.

AHBL AGREEMENT – AMENDMENT NO. 2

In 2019, the City approved a professional service agreement with AHBL, Inc. for on-call general planning services. Amendment No. 1 was authorized in 2021 with a termination date of December 31, 2022. The City continued to be busy with planning and land use activities and needed the expertise assistance that was provided by AHBL. Amendment No. 2 only changed the termination date to December 31, 2023. All other terms and conditions remained the same. Staff recommended Council to approve the amendment to allow AHBL to continue providing the same or similar services throughout 2023.

**Motion:** Councilmember Kunkel moved to approve Amendment No. 2 to the professional Services Agreement with AHBL for on-call general planning services. Councilmember Escalera seconded motion. Motion carried unanimously.

BASIN DISPOSAL INC. FUEL SURCHARGE

BDI proposed a 3.39% fuel surcharge for the billing invoices for the months of January and February as fuel prices remained high. They indicated that if fuel prices remained high, they would submit a new fuel surcharge for consideration during the month of January for the March and April billing invoices. Provided was a new proposed fuel surcharge and rate sheet for those months.

**Motion:** Councilmember Kunkel moved to approve a fuel surcharge of 3.39% rate for the months of January and February 2023. Pro Tem Barrera seconded motion. (Vote 4-1) Motion passed.

MEALS ON WHEELS – MEMORANDUM OF UNDERSTANDING

The Mid-Columbia Meals on Wheels provided a renewal contract to continue hosting a nutrition site Tuesday through Friday during the hours of 8:00 am to 1:30 pm for senior citizens at the Community Center. This agreement commenced January 1, 2023 and continued through December 31, 2023.

**Motion:** Councilmember Escalera moved to approve the Memorandum of Understanding between the City of Connell and Senior Life Resources, Mid-Columbia Meals on Wheels Program regarding the use of space. Councilmember Escalera seconded motion. Motion carried unanimously.

LOW-INCOME WATER ASSISTANCE PROGRAM

For Council's review was a renewal agreement between the Community Action Connections (CAC) agency and the City of Connell agreeing the agency could make assistance payments to the City on behalf of eligible households. The Low-Income Household Water Assistance Program provided funds to assist low-income households in Washington through a network of

MEETING OF THE CITY OF CONNELL  
Regular Meeting – December 5, 2022

community action agencies and local partners. The CAC agency would accept and review applications and determined eligibility of households who met the requirements.

The revisions to the new agreement were as follows:

- Agency Water Payment Eligibility – 1.2
- Water Vendor Responsibilities – 1.2.3
- Required Records for Audit Purposes – 4
- Credit Balances – 1.2.3

**Motion:** Pro Tem Barrera moved to approve the Renewal of the Low-Income Household Water Assistance Program Vendor Agreement with Community Action Connections (CAC). Councilmember Escalera seconded motion. Motion carried unanimously.

#### 2023 IRRIGATION CROP MANAGEMENT PLAN AND SOIL MONITORING

Public Director Hallie Tuck stated that Valley Science and Engineering, formerly Cascade Earth Sciences had performed the city's annual crop management plan for the past several years. Provided to Council was the Valley Science Engineering's proposal for soil sampling and preparation of the City's 2023 Irrigation and Crop Management Plan as required in the City's State Waste Discharge Permit. The total estimated cost was \$13,050.00.

**Motion:** Councilmember Escalera moved to approve the contract with Valley Science and Engineering. Councilmember Kunkel seconded motion. Motion carried unanimously.

#### ENERGY NORTHWEST INTERLOCAL AGREEMENT FOR ELECTRIC VEHICLE CHARGING STATION

In 2018 the City entered into a lease agreement with Zeco Systems, Inc. dba Greenlots, currently named Shell Recharge Solutions to allow for an Electric Vehicle Charging Station (EVCS). Shell and Energy Northwest (EN) requested the lease be transferred to EN and since then Shell transitioned all ownership to EN. Therefore, EN requested the City to enter into a new lease/interlocal for the EVCS. The agreement with EN would provide more revenue to the City since it would be based on actual use, with the City receiving 15% of the gross revenue from the charging station. The previous agreement was for \$100 per year.

**Motion:** Councilmember Kunkel moved to approve the Interlocal Cooperative Agreement between Energy Northwest and the City of Connell for a lease agreement and Electric Vehicle Charging Station Maintenance. Councilmember White seconded motion. Motion carried unanimously.

#### FRANKLIN PUD STREETLIGHT MAINTENANCE INTERLOCAL AGREEMENT

Provided to Council was an interlocal agreement between the City and Franklin PUD for the street light maintenance. This agreement would ensure that our streetlights were maintained and repaired in a timely manner, keeping the city streets safely lit. The agreement had a 5-year term and would renew for one year after that.

**Motion:** Councilmember Kunkel moved to approve the interlocal agreement between the City of Connell and Franklin County PUD for street light maintenance. Councilmember Escalera seconded motion. Motion carried unanimously.

MEETING OF THE CITY OF CONNELL  
Regular Meeting – December 5, 2022

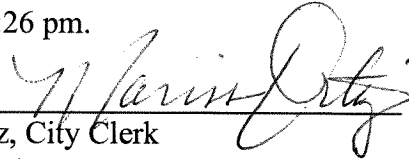
EAST FORD AVENUE & WEST DATE WATER MAIN REPLACEMENT PROJECT  
COMPLETED

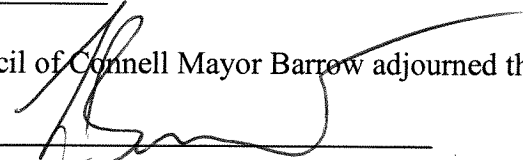
Public Works Director Hallie Tuck reported the East Ford and West Date water main replacement project was completed on October 4<sup>th</sup>. The original bid was for \$276,130.56. Two change orders were provided, change order #1 was for \$11,967.15 for a fire hydrant on Date Street which was approved by Council on September 6<sup>th</sup>, and change order #2 for \$22,744.92 due to unforeseen circumstances. The total cost of the project was \$270,458.48 included in that total was a 5% retainage of \$12,486.54 that would be released upon notice from the three reporting agencies.

**Motion:** Pro Tem Barrera moved to approve the Final Acceptance of this contract and release payment for \$257,971.94 upon notice from the three reporting agencies, release of the 5% retainage payment in the amount of \$12,486.54. Councilmember Escalera seconded motion. Motion carried unanimously.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 7:26 pm.

ATTEST:   
Marissa Ortiz, City Clerk

  
Lee Barrow, Mayor