

MEETING OF THE CITY OF CONNELL, WASHINGTON  
CONNELL, FRANKLIN COUNTY, WASHINGTON  
November 21, 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, and John White.

**EXCUSED:**

Pro Tem Barrera moved to excuse Councilmember Kunkel. Councilmember Escalera seconded motion. Motion carried unanimously.

**STAFF PRESENT:**

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

CONSENT CALENDAR

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

- a) Minutes of the Regular Council Meeting November 7, 2022
- b) Accounts Payable 11/7/22 for \$83,788.93
- c) Accounts Payable 11/21/22 for \$149,782.82
- d) Payroll Register 11/04/22 – 11/04/22 for \$87,845.82

Councilmember Escalera seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

**Motion:** Pro Tem Barrera moved to approve the agenda as amended. (*Added agenda item – To discuss the use of the Special Council Project fund*). Councilmember Harper seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

**PUBLIC HEARING – 2023 FINAL BUDGET PRESENTATION**

Mayor Barrow recessed the regular meeting at 6:03 pm and opened a Public Hearing to allow for the purpose of considering the 2023 Fiscal Year Budget.

**STAFF REPORT:**

City Treasurer Teresa Steele provided Council with a power point presentation reviewing the 2023 fiscal year budget.

**PUBLIC COMMENT:**

None Heard

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Mayor Barrow closed the hearing and opened the regular meeting at 6:20 pm.

**ORDINANCE NO. 1026-2022 AD VALOREM PROPERTY TAXES**

City Treasurer Teresa Steele presented the Ad Valorem Property Tax Ordinance setting the property tax levy. The allowable 1% increase would amount to \$5,635. The City's assessed valuation was currently estimated to be \$221,167,620 and the levy rate was estimated at \$2.18 per 1,000 of assessed value, which included the 1% increase.

**Motion:** Councilmember Harper moved to adopt Ordinance No. 1026-2022 authorizing a 1% property tax increase of \$5,635. Councilmember White seconded motion. Motion carried unanimously.

**RESOLUTION NO. 2022-11 PROPOSED SALARY SCHEDULE 2023**

Provided to City Council was Resolution No. 2022-11 proposing the salary schedule for 2023. The cost of living or consumer price index (CPI) the city utilized for nonunion employees was at 8.5% in September due to inflation. Therefore, it was recommended that the salary schedule and matrix be increased by 4% to help keep up with the higher cost of living.

**Motion:** Councilmember Harper moved to adopt Resolution No. 2022-11 authorizing the 2023 Salary Schedule. Councilmember Escalera seconded motion. Motion carried unanimously.

**ORDINANCE NO. 1027-2022 ADOPTING THE 2023 BUDGET**

City Treasurer Teresa Steele reported that Council had held the required number and types of public hearings as of November 21, 2022. Budget adoption could occur, but Council could decide to continue discussions about the budget and adopt at a later date. State law required the legislative body to adopt the budget no later than December 31.

A summary of the 2023 Budget was as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
• 001 General Fund	\$5,148,100	\$5,148,100
• 002 General Reserve Fund	\$3,011,500	\$3,011,500
• 101 Street Fund	\$977,120	\$977,120
• 104 Hotel/Motel Tax Fund	\$102,450	\$102,450
• 111 General Support Fund	\$1,512,350	\$1,512,350
• 300 Capital Facilities Fund	\$712,900	\$712,900
• 401 Water Utility Fund	\$4,311,500	\$4,311,500
• 402 Sewer Utility Fund	\$2,844,500	\$2,844,500
• 403 Solid Waste Fund	\$110,740	\$110,740
• 404 Water Emergency Fund	\$200,000	\$200,000
• 406 Sewer Emergency Fund	\$200,000	\$200,000
• 633 State Remittance Fund	\$27,250	\$27,250
Total	\$19,158,410	\$19,158,410

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**Motion:** Pro Tem Barrera moved to adopt Ordinance No. 1027-2022 approving the 2023 Budget. Councilmember Escalera seconded motion. Motion carried unanimously.

RESOLUTION NO. 2022-12 AMENDING PW STANDARD SPECIFICATIONS & STANDARDS PLANS

Public Works Director Hallie Tuck informed Council that an issue was identified within the Public Works Standard Specification and Standard Plans document. It appeared to allow 20-foot streets in residential and local access types of streets. In looking at the city's residential streets they were not considered residential or local access. Instead, they were neighborhood collectors or arterials. Provided was Resolution No. 2022-12, it permitted clarification of the standard specs and plans by removing "residential or" from the street designation. This would alleviate any potential traffic problems in the future to ensure good traffic flows within the City of Connell.

**Motion:** Councilmember Harper moved to approve Resolution No. 2022-12 amending the City's Public Works Standard Specification and Standard Plans document. Pro Tem Barrera seconded motion. Motion carried unanimously.

SECOND AMENDMENT TO PURCHASE AND SALE REAL ESTATE AGREEMENT

On May 16, 2022, Council approved a purchase and sale agreement with Montemayor Properties, LLC for \$30,000 to allow a new grocery store to be built in Connell. On September 6, 2022, Council approved an amendment to the purchase and sale agreement to allow the Montemayor's to apply for a Boundary Line Adjustment, which allowed the closing to be completed by October 31, 2022. The Boundary Line Adjustment took longer than expected and delayed the process. Additional time was needed to allow both parties to work through the issues to get to closing. A second amendment to the Purchase and Sale Agreement was presented for Council's consideration.

**Motion:** Pro Tem Barrera moved to approve the Second Amendment to the Purchase and Sale Agreement between the City of Connell and Montemayor Properties, LLC with a closing date on or before February 28, 2023, and authorize the Mayor to sign the agreement. Councilmember Escalera seconded motion. Motion carried unanimously.


DISCUSS THE USE OF THE SPECIAL COUNCIL PROJECT FUND

Councilmember Harper reported discussions were held by the Connell Community Club regarding raised funds to purchase a town clock. The proposal to install a town clock was brought up a few years back but never achieved. Councilmember Harper requested to utilize funds from the Special Council Project Fund to purchase and install this clock in the city. City Council was not opposed but requested further details on cost and placement before making a final decision.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 7:10 pm.

ATTEST:   
Marissa Ortiz, City Clerk

  
Lee Barrow, Mayor