

MEETING OF THE CITY OF CONNELL, WASHINGTON  
CONNELL, FRANKLIN COUNTY, WASHINGTON  
November 1, 2023

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: Pat Barrera, Shelly Harper, Katrina Kunkel, and John White.

**STAFF PRESENT:**

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

**EXCUSED:**

Councilmember White moved to excuse the absence of Councilmember Joe Escalera. Pro Tem Barrera seconded the motion. Motion carried unanimously.

CONSENT CALENDAR

**Motion:** Pro Tem Barrera moved to approve the consent calendar as presented:

- a) Minutes of the Regular Council Meeting October 18, 2023
- b) Accounts Payable 11/1/23 for \$103,463.17
- c) Payroll Register 9/20/23-9/20/23 for \$76,444.11

Councilmember Kunkel seconded the motion. Motion carried unanimously.

APPROVAL OF AGENDA

**Motion:** Councilmember Kunkel moved to approve the agenda as presented. Councilmember White seconded the motion. Motion carried unanimously.

ORDER OF BUSINESS

**PUBLIC HEARING – 2024 FY PRELIMINARY BUDGET**

Mayor Barrow recessed the regular meeting at 6:02 pm and opened a Public Hearing to allow for comment and discussion of the 2024 Fiscal Year Preliminary Budget.

**STAFF REPORT:**

City Treasurer Teresa Steele provided the City Council with the detailed 2024 proposed preliminary budget.

The projections for the 2024 preliminary budget totals were as follows:

<u>Fund</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
001 General Fund	\$2,919,273.79	\$3,224,447.79
002 General Reserve Fund	\$231,700.00	\$145,000.00
101 Street	\$567,900.00	\$552,450.00

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<u>Fund</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
104 Hotel/Motel Tax	\$21,800.00	\$25,000.00
111 General Support Fund	\$67,330.00	\$0.00
300 Capital Facilities Fund	\$74,300.00	\$0.00
401 Water Fund	\$4,448,000.00	\$4,054,253.55
402 Sewer Fund	\$970,500.00	\$1,010,150.00
403 Solid Waste Fund	\$2,320.00	\$25,000.00
404 Water Emergency Fund	\$0.00	\$0.00
406 Sewer Emergency Fund	\$0.00	\$0.00
633 State Remittance Fund	\$16,825.00	\$13,650.00

**PUBLIC COMMENT:**

None heard.

**COUNCILMEMBERS COMMENT PORTION OF THE HEARING:**

None heard.

Mayor Barrow closed the hearing and opened the regular meeting at 6:10 pm.

**RESOLUTION NO. 2023-09 ADOPTION OF THE BFCOG INTERLOCAL AGREEMENT**

The City of Connell was a long time member of the Benton Franklin Council of Governments (BFCOG). In 2021, the Board of Directors established a Bylaws Review Committee to review and rectify inconsistencies in the documents to ensure organizational effectiveness. The Bylaws were analyzed by the BFCOG Bylaws Committee, the BFCOG Executive Committee, and state and federal program officers of stakeholder organizations. Following the review, the Board adopted updated Bylaws and related documents on May 19, 2023. The new documents were a complete replacement for all previous Interlocal Agreements and Bylaws of BFCOG. Benton Franklin Council of Governments requested the member jurisdictions to adopt resolutions to amend the Interlocal Cooperation Agreement and Bylaws of BFCOG. All documents pertaining to the Interlocal were provided for the City Council's consideration and adoption.

**Motion:** Councilmember Kunkel moved to adopt Resolution No. 2023-09 amending the BFCOG Interlocal Agreement, Bylaws, Policies and Organizational documents as presented.

Councilmember Harper seconded the motion. Motion carried unanimously.

**RESOLUTION NO. 2023-10 AMENDING PUBLIC WORKS STANDARD SPECIFICATIONS & STANDARD PLANS**

The City identified an issue within the Public Works Standard Specification and Standard Plans. It appeared to permit 20-foot streets in local access areas. In examining the residential streets, they were not considered local access, instead they were neighborhood collectors or neighborhood arterials. Staff recommended updating the specifications and plans with Resolution 2023-10 to clarify that 20-foot streets were not permitted in local access areas of streets. The standard specifications and plans would be updated by removing local access from the street names in the Standard Plan 2-3 page 1-1. It would alleviate the potential traffic problems in the future to ensure satisfactory traffic flow within the City of Connell.

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**Motion:** Pro Tem Barrera moved to approve Resolution 2023-10 amending the City’s Public Works Standard Specification and Standard Plans document. Councilmember Kunkel seconded the motion. Motion carried unanimously.

DEPARTMENT REPORTS

Police Chief, Chris Lee – Reported that a raised concern regarding someone living in an accessory building had been investigated.

Mayor, Lee Barrow – Provided the City Council with a timeline of results regarding the use of the former building known as Camp Outlook.

COUNCILMEMBERS REMARKS

Councilmember White – Spoke on the issue of Clark Park bathrooms being closed and locked in winter.

Councilmember Kunkel – Reminded everyone to vote and submit ballots.

COMMENTS/NON-AGENDA ITEMS

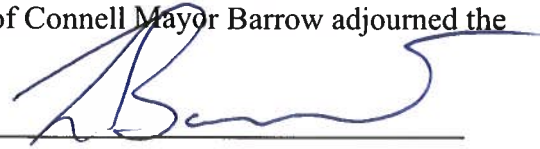
Joe Schmick - Reported a few changes that were coming soon, regarding fees to public records inquiries and making modifications to the Comprehensive Plan when reviewing during the open period.

Pam Welch – Thanked staff for the follow up information regarding her two concerns.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 6:26 pm.

ATTEST:   
Marissa Ortiz, City Clerk

  
Lee Barrow, Mayor