

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
December 7, 2020

The Remote Regular meeting of the Connell City Council was called to order by Mayor Barrow at 6:00 pm in the City Hall.

ROLL CALL

ROLL CALL: (Remote) - Councilmember's: Mayor Pro Tem Joe Escalera, John White, Shelly Harper, and Katrina Kunkel.

EXCUSED: Mayor Pro Tem Escalera moved to excuse Councilmember Pat Barrera. Councilmember White seconded motion. Motion carried unanimously.

PRESENT: Mayor Lee Barrow, City Administrator Maria Peña, City Clerk Marissa Ortiz, City Treasurer Genesis Bernal, and Police Chief Chris Turner.
(Remote) - Public Works Director Hallie Tuck, Fire Chief Ken Woffenden and City Attorney Dan Hultgrenn.

CONSENT CALENDAR

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

- a) Minutes of the Remote Regular Council Meeting November 16, 2020
- b) Accounts Payable 12/7/2020 for \$50,965.27
- c) Check Register 11/18/20 for \$77,300.00
- d) Check Register 11/30/20 for \$300.00
- e) Check Register 12/1/20 for \$212.80
- f) Payroll Register 11/15/20 – 11/20/20 for \$63,155.40
- g) Payroll Register 11/30/20 – 12/04/20 for \$98,134.92

Councilmember Kunkel seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Councilmember Harper moved to approve the agenda as amended: (*swop of order items- #7 & #8*) Councilmember White seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

RESOLUTION NO 2020-10 SETTING the 2021 SALARY SCHEDULE

In conjunction with the adoption of the 2021 Budget, Resolution No. 2020-10 set the salary schedule for City employees in year 2021. The schedule set the monthly salary range that employees within the relevant classifications could be paid. Employees could be paid anywhere within the range limits of their classifications in accordance with the personnel policies, collective bargaining agreement, and administrative approval. The salary matrix presented reflected a 1% Cost of Living Adjustment (COLA) upon the current 2020 salary matrix which had been established by Council for non-union employees. The Union salary matrix reflected a 2.5% Cost of Living Adjustment upon the current 2020 Union salary matrix. Employee salaries were also reflective of the increase by range and step; and various other adjustments as presented by department heads or by contract and approved by Council.

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Motion: Councilmember Harper moved to approve Resolution No. 2020-10 setting the 2021 Salary Schedule. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

ORDINANCE NO. 1011-2020 – ADOPTION OF 2021 FISCAL YEAR BUDGET

The City’s 2021 Final Budget was presented to Council for consideration and adoption. State law required the legislative body to adopt the budget no later than December 31st. The Council held the required number and types of public hearings related to the budget and adopted an employee salary resolution and property tax levy ordinance for 2021. City Treasurer Genesis Bernal provided Council with a detailed final budget.

A summary of the 2021 Fiscal Year budget was as follows:

<u>Fund</u>	<u>Revenue Budgeted</u>	<u>Expense Budgeted</u>
• 001 General Fund	\$5,270,400.00	\$5,270,400.00
• 002 General Reserve Fund	\$1,742,200.00	\$1,742,200.00
• 101 Street	\$754,900.00	\$754,900.00
• 104 Hotel/Motel Tax	\$65,200.00	\$65,200.00
• 111 General Support Fund	\$1,647,425.00	\$1,647,425.00
• 300 Capital Facilities Fund	\$499,100.00	\$499,100.00
• 401 Water Fund	\$2,461,800.00	\$2,461,800.00
• 402 Sewer Fund	\$3,582,000.00	\$3,582,000.00
• 403 Solid Waste Fund	\$106,500.00	\$106,500.00
• 404 Water Emergency Fund	\$200,000.00	\$200,000.00
• 406 Sewer Emergency Fund	\$200,000.00	\$200,000.00
• 414 DWSRF Loan (CTED)	\$0.00	\$0.00
• 633 State Remittance Fund	\$57,550.00	\$57,550.00
Total	\$16,587,075.00	\$16,587,075.00

Motion: Councilmember Harper moved to approve Ordinance No. 1011-2020 adopting the 2021 Fiscal Year Budget. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

SELECTION OF ENGINEERING FIRM FOR 2020-2024 & AGREEMENT

A request for qualifications to furnish engineering services was posted and closed on November 20. Staff received four submittals: James A. Sewell & Associates LLC, Budinger & Associates, TD & H Engineering, and our current engineering firm Anderson Perry & Associates. Staff selected the most qualified firm by applying the following selection criteria: 1) Firm Experience, 2) Proposed consultant team, 3) Accessibility & Responsiveness, 4) Familiarity with Community, and 5) Past Performance/References. Public Works Director Hallie Tuck stated Anderson Perry had been the City’s engineering firm since the 1990’s and met all selection criteria as the most qualified. He recommended to continue to utilize their services. Provided to Council for review and approval was a new agreement for engineering services with Anderson Perry & Associates.

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Motion: Councilmember White moved to approve the selection of Anderson Perry & Associates as the City’s engineering firm. Councilmember Harper seconded motion. Motion carried unanimously.

Motion: Councilmember Kunkel moved to approve and authorize the Mayor to sign the Master Contract for Engineering Services with Anderson Perry & Associates. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

ANDERSON PERRY TASK ORDER – COUNTRY ESTATES SEWER IMPROVEMENT PROJECT

Public Works Director Hallie Tuck presented a Task Order from Anderson Perry & Associates which provided for engineering services for the installation of a new wastewater lift station and sewer lines. It would replace the chopper pumps and under sized lines in the Country Estates development. Servicing 5 homes, a church, and Striker Park off septic and five homes off the pressure line in Striker. This Task Order was not to exceed \$225,000 for engineering services outlined in the agreement.

Motion: Councilmember Kunkel moved to approve the Task Order providing for engineering services from Anderson Perry & Associates for the Country Estates sewer improvement project. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

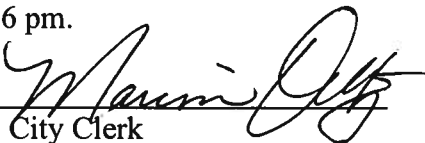
COUNTRY ESTATES SEWER IMPROVEMENT BID RESULTS

Provided for Council was a detailed memo from Adam at Anderson Perry & Associates regarding the bid results for the Country Estates Sewer Improvements Project. The Engineer’s Estimate was at \$1,672,588.06 and the bid totals ranged from \$1,334,783.60 to \$1,995,305.38. The lowest bidder was POW Contracting Inc. at \$1,334,783.60. Their bid was \$337,804.46 lower than the Engineers estimate.

Motion: Councilmember White moved to award the winning bid to POW Contracting Inc. for the Country Estates Sewer Improvement Project. Mayor Pro Tem 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 6:36 pm.

ATTEST: 
Marissa Ortiz, City Clerk


Lee Barrow, Mayor

