

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
November 5, 2018

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

ROLL CALL

PRESENT: Mayor Lee Barrow and Councilmember's: Mayor Pro Tem Ray Minor, John White, Kathie Silva and Patricia Barrera.

EXCUSED: Mayor Pro Tem Minor moved to excuse Councilmember Joe Escalera. Councilmember Silva seconded motion. Motion carried unanimously.

STAFF: City Administrator Maria Peña, Deputy City Clerk Marissa Ortiz, Assistant Public Works Director Assistant Hallie Tuck, Police Chief Chris Turner, Fire Chief Chris Schulte and City Attorney Dan Hultgrenn.

CONSENT CALENDAR

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

- a) Minutes of the Regular Council Meeting October 15, 2018
- b) Accounts payable 11/5/18 for \$60,669.14
- c) Check Register 11/01/18 for 211.12
- d) Payroll Register 10/15/18 – 10/19/18 for \$57,685.50

Councilmember White seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Mayor Pro Tem Minor moved to approve the agenda as presented. Councilmember Silva seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

PUBLIC HEARING – 2019 FY PRELIMINARY BUDGET

Mayor Barrow recessed the regular meeting at 6:02 pm and opened a Public Hearing to allow for comment and discussion in regards to the 2019 fiscal year preliminary budget.

STAFF REPORT: City Administrator Maria Peña reviewed the 2019 Fiscal Year Preliminary Budget funds: revenues, expenditures and overages/shortages. Also included was the 2019 Budget Message; it provided an explanation of the budget document, the financial policies, up to date totals for 2018 and projections for 2019. The total Preliminary Budget total for 2019 was \$14,143,600.00

PUBLIC COMMENT:

Kara Booker gave suggestions for improvement items at the Connell Community Center. She stated the flooring needed repairs and the refrigeration space was inadequate.

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COUNCILMEMBERS COMMENT PORTION OF THE HEARING:

Councilmember Barrera agreed with Mrs. Booker's suggestions on making adjustments and maintaining the Connell Community Center. She stated the building was an asset to the City of Connell.

Mayor Barrow closed the hearing and opened the regular meeting at 6:45 pm.

RESOLUTION NO. 2018-09 SALARY SCHEDULE 2019

In conjunction with the adoption of the 2019 Budget, Resolution No. 2018-09 set the salary schedule for City employees in the coming year. The schedule sets the monthly salary range that employees within the relevant classifications may be paid. Employees may 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 reflected a 2% Cost of Living Adjustment (COLA) upon the current 2018 matrix for non-union employees and for union employees. 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 approval by council.

Motion: Councilmember Silva moved to approve Resolution No. 2018-09 authorizing the 2019 Salary Schedule. Councilmember Barrera seconded motion. Motion carried unanimously.

ORDINANCE NO. 995-2018 – ESTABLISHING FUND 406 – SEWER EMERGENCY FUND

Provided for review and discussion was Ordinance No. 995. It would establish Fund 406, a fund for emergency reserves for the sewer fund. The intent was to set aside \$200,000 in the sewer fund to be used solely for an emergency. Having these funds designated for only emergency use would help strengthen applications when applying for grant funds.

Motion: Mayor Pro Tem Minor moved to approve Ordinance No. 995-2018 authorizing the establishment of Fund 406 Emergency Sewer Fund. Councilmember White seconded motion. Motion carried unanimously.

CONNELL PARK ESTATES EASEMENT – UPDATE

City Administrator Maria Peña stated that in 2015 the City, Connell Estates (CPE), and Columbia Basin Health Association (CBHA) signed an agreement in regards to the alley running along the east side of the CPE. City Staff had been working with the owner of CPE to try and complete the agreement. After further review and discussion with all the parties involved it was determined that the agreement was not the best solution. Instead the City requested that CPE clear the city's alley right of way to establish an actual city owned alley along most of the east side of the CPE. Attached was a map that demonstrated the new alley. It would be graveled once CPE had completed clearing the alley way.

HVAC SERVICE AGREEMENT

Public Works Director Assistant Hallie Tuck reminded Council as per their request at the last meeting he gathered further information and requested for new bids to include the Fire Station. Staff recommended approving the HVAC service contract with Jordan Mechanical Group.

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The three quotes were:

Campbell & Co. - \$1,226.72/quarter, \$4,906.87/year
Total Energy Management - \$2,214.58/quarter, \$8,891.08/year
Jordan Mechanical Group (JMG) - \$875.34/quarter, \$3,501.36/year

Motion: Councilmember Silva moved to approve the HVAC service contract for a 2-year period with Jordan Mechanical Group. Councilmember White seconded motion. Motion carried unanimously.

DEPARTMENT REPORTS

FIRE CHIEF – Chris Schulte

1. Introduced the newly selected City of Connell Fire Chief, Ken Woofenden. He lived in the community over 20 years and served as a volunteer fire fighter and also for the EMT services.

MEETING RECESSED

Mayor Barrow recessed the regular meeting at 7:14 pm to go into Executive session for 20 minutes to consider the minimum price at which real estate will be offered for sale and to discuss the acquisition of property in regards to the real estate that is being offered for sale.

MEETING RECONVENED

Mayor Barrow called the regular meeting back to order at 7:34 pm.

CITIZEN COMMENT/NON-AGENDA ITEMS

Burl Booker – Announced the Harvest Festival (formerly Wine & Brew) would be held on Friday, November 9th, 2018 at the Connell Community Center.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 7:36 pm.

ATTEST: _____
Marissa Ortiz, Deputy City Clerk

Lee Barrow, Mayor