

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
December 17, 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: John White, Mayor Pro Tem Ray Minor and Pat Barrera.

EXCUSED: Councilmember Barrera moved to excuse Councilmember's Kathie Silva & Joe Escalera. Mayor Pro Tem Minor seconded motion. Motion carried unanimously.

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

Councilmember Joe Escalera arrived late at 6:24 pm.

COMMITTEE RE-APPOINTMENTS

<u>Name</u>	<u>Committee</u>	<u>Re/Appointed</u>	<u>Expires</u>
Burl Booker	Hotel/Motel	1/1/2019	12/31/2019
Cassandra Hart	Hotel/Motel	1/1/2019	12/31/2019
Jim Paul	Hotel/Motel	1/1/2019	12/31/2019
Patrice Hebel	Hotel/Motel	1/1/2019	12/31/2019

<u>Name</u>	<u>Committee</u>	<u>Re/Appointed</u>	<u>Expires</u>
Lilly McBride	Park & Rec Board	1/2/2018	12/31/2023

<u>Name</u>	<u>Committee</u>	<u>Re/Appointed</u>	<u>Expires</u>
Evangline Ellwein	Planning Commission	1/1/2019	12/31/2024

<u>Name</u>	<u>Committee</u>	<u>Re/Appointed</u>	<u>Expires</u>
Kim Phanthavong	Tree Advisory Board	1/1/2019	12/31/2021
Carol Linder	Tree Advisory Board	1/1/2019	12/31/2021

<u>Name</u>	<u>Committee</u>	<u>Re/Appointed</u>	<u>Expires</u>
John White	Mosquito Board	1/1/2019	12/31/2020

Motion: Mayor Pro Tem Minor moved to re-appoint all members to each committee as presented. Councilmember Barrera seconded motion. Motion carried unanimously.

CONSENT CALENDAR

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

- a) Minutes of the Regular Council Meeting December 03, 2018
- b) Accounts payable 12/17/18 for \$135,688.12
- c) Check Register 12/03/18 for \$208.88
- d) Check Register 12/07/18 for \$9,471.02
- e) Check Register 12/10/18 for \$15,172.38
- f) Payroll Register 11/30/18 – 12/05/18 for \$97,861.32
- g) TIB Consultant Agreement – East Birch Street Reconstruction
- h) TIB Consultant Agreement – East Davis Street Reconstruction
- i) TIB Consultant Supplemental Agreement - South Columbia Ave. Sidewalk
- j) Task Order – 5th Ave/Franklin Street Water Line Improvements

Councilmember White seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Councilmember Barrera moved to approve the agenda with the addition of agenda item #13 – Purchase and Sale Agreement. Mayor Pro Tem Minor seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

PUBLIC WORKS – PROJECT UPDATES

Assistant Public Works Director Hallie Tuck briefed Council with project updates:

- East Davis Reconstruction – The City received a grant of \$111,492 and had a City match of \$12,388.
- East Birch Street Reconstruction – The City received a grant of \$774,000 and had a City match of \$86,000.
- South Columbia Ave. Sidewalk – The City received \$136,200 in TIB funds and would provide a match of \$20,000.
- 5th Ave/Franklin St. Water Line Improvements – This project was to replace the old steel water main at this location. Staff was looking into funding sources and hoped to complete in 2020.

Mr. Tuck pointed out that the first three projects were TIB funded and scheduled for 2019. They would be bid out together as one project in the spring and would be completed by end of August 2019.

TIB AGREEMENT – E. DAVIS STREET

Provided for Council's review and approval was Transportation Improvement Board (TIB) Agreement for the construction of E. Davis Street along the north side of Clark Street Park. A sidewalk would be constructed along the Park side. This was listed as number #6 on our Six year Transportation Improvement Plan (STIP). The agreement was for \$111,492 of TIB funds. The City's match for this project was expected to be approximately \$12,388.

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Motion: Councilmember White moved to approve the Transportation Improvement Board Agreement for E. Davis Street Reconstruction in the amount of \$111,492. Councilmember Barrera seconded motion. Motion carried unanimously.

N. COLUMBIA WATER/SEWER PROJECT – RELEASE OF RETAINAGE

Assistant Public Works Director Hallie Tuck confirmed that the City had received all certificates to release retainage to Watts construction for the N. Columbia Water/Sewer project. The total retainage amount was \$24,626.21.

Motion: Councilmember Barrera moved to approve the release of retainage to Watts construction in the amount of \$24,626.21. Mayor Pro Tem Minor seconded motion. Motion carried unanimously.

VITALANT – BLOOD DRIVE COMMUNITY CENTER

Deputy City Clerk Marissa Ortiz stated throughout every year the American Red Cross had been hosting Blood Drives the first Tuesday of every other month at the Connell Community Center. They notified the City that they no longer would be in 2019. Vitalant a nonprofit organization which provided blood supply and special services to patients reached out and requested to partner with the City and utilize the Community Center at no cost. The Facility Use Agreement application listed city-sponsored events as fees waived and Community Blood Drive events were not included. Staff requested to amend the Facility Use Agreement to include nonprofit sponsored Blood Drives to the list of events.

Motion: Mayor Pro Tem Minor moved to amend the Community Center Facility Use Agreement Application to include nonprofit sponsored Blood Drives to the list of events as fees waived. Councilmember Barrera seconded motion. Motion carried unanimously.

CES – PROPOSAL FOR 2019 ICMP AND SOIL MONITORING

Public Works Director Assistant Hallie Tuck provided Council with a proposal for the 2019 Irrigation and Crop Management Plan (ICMP) and soil monitoring prepared by Cascade Earth Sciences (CES). The total estimated cost was \$10,400.00. Cascade Earth Sciences prepared the City of Connell's ICMP and soil monitoring as required in the City's State Waste Discharge Permit. CES had been assisting the City with these tasks since 2005.

Motion: Mayor Pro Tem Minor moved to approve the contract with Cascade Earth Sciences in the amount of \$10,400. Councilmember White seconded motion. Motion carried unanimously.

CITY OF CONNELL MISSION STATEMENT

City Administrator Maria Peña reported that while working on a grant application she came across a question that asked for the City's Mission Statement. After searching in many places she was not able to find it and stated it was time to come up with a new one. Provided for Council was an article from Municipal Research and Service Center MRSC in regards to mission statements along with sample mission statements from other cities. City Administrator Peña asked Councilmember's to take some time to come up with a mission statement for the City. Also discussed were ideas to hold a Council Workshop to discuss goals and priorities.

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PURCHASE AND SALE AGREEMENT

City Administrator Maria Peña reported the City received an offer to purchase six lots located by the Coyote Run RV Park for \$225,000. A Special Council Meeting was previously held and Council approved to accept the offer. Provided for Council was the agreement to purchase and sell real estate for parcels #109880097, #109880104, #109880107, #109880108, #109880109, & #109880119.

Motion: Councilmember Barrera moved to authorize the Mayor to sign all documents associated with closing all transactions. Councilmember Escalera seconded motion. Motion carried unanimously.

DEPARTMENT REPORTS

Assistant Public Works Director – Hallie Tuck

1. Reported the flag with flag pole was installed outside the Connell Community Center building.

City Administrator– Maria Peña

1. Presented each Councilmember with a name badge when representing the City, made by city staff.

MEETING RECESSED

Mayor Barrow recessed the regular meeting at 6:40 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 consider the acquisition of real estate.

Mayor Barrow extended the Executive session 15 minutes.

MEETING RECONVENED

Mayor Barrow reconvened the regular meeting at 7:15 pm and the following was heard:

The City received an offer for \$10,000 for parcel #109831362.

Motion: Councilmember Barrera moved to reject an offer for Real Estate purchase for parcel #109831362 in the amount of \$10,000. 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 7:17 pm.

ATTEST: _____
Marissa Ortiz, Deputy City Clerk

Lee Barrow, Mayor