

MEETING OF THE CITY OF CONNELL, WASHINGTON  
CONNELL, FRANKLIN COUNTY, WASHINGTON

March 6, 2017

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

ROLL CALL

**PRESENT:** Mayor Bruce Blackwell, Councilmember's: Mayor Pro Tem Huber, Ray Minor, Katherine Silva, Rhonda Quinton, and Joe Escalera.

**STAFF:** City Administrator Maria Peña, City Clerk/Treasurer Rose Courneya, Public Works Director Larry Turner, Fire Chief Chris Schulte, and City Attorney Dan Hultgrenn.

**VISITORS:** Citizens; John White, Pat Barrera, Pam Moon, and Manny Choi. Franklin County Graphic; Katherine Bingham Trowbridge.

CONSENT CALENDAR

**Motion:** Councilmember Silva moved to approve the Consent Calendar as listed:

- a) Minutes of the Regular Council Meeting February 21, 2017
- b) Accounts Payable March 6, 2017 for \$39,346.79
- c) Check Register March 1, 2017 for \$211.01
- d) Payroll Register 2/28/17-3/05/17 for \$92,915.08

Councilmember Escalera seconded motion. Motion carried unanimously.

CORRESPONDENCE

Pamela Welch Moon presented and read a letter to Council expressing her great concern over the recent process the City Administrators had chosen to take with regards to water payment delinquencies and shut off procedures.

Mayor Blackwell stated Franklin County Planning and Building department sent the city a notice of a pending short plat Public Hearing for the approval of a two-lot short plat.

APPROVAL OF AGENDA

**Motion:** Councilmember Minor moved to approve the agenda. Councilmember Quinton seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

BENTON-FRANKLIN COUNCIL OF GOVERNMENTS-STEPHANIE SEAMANS, TANA DOLE AND GEOFF WAGNER

Stephanie Seamans introduced herself as the Community & Economic Development Manager for Benton Franklin Council of Governments. Ms. Seamans addressed the Council and gave an

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overview of the organization. Benton-Franklin Council of Governments was able to provide a help with a wide range of services and programs on Economic Development. She explained that Council of Governments was 50 years old and it had come together as different jurisdictions that needed a way to work together on important issues of the whole region. She provided that there were two main agency functions with three separate pieces which are Transportation, Economic Development, and Community Development.

Ms. Seamans continued to describe the work the Community and Economic Development Departments provided. In Economic Development they operate with community partners and their projects and provide economic guidance to local businesses, to help create new opportunities for the communities they serve. They also help with loan programs for small businesses. Those loans could be used to finance a wide variety of business needs including the purchase of land, buildings, equipment, and more. In Community Development the department provided resources that contributed to community development, improving quality of life for area residents.

In the Transportation Department Tana Dole, Transportation Programs Manager, spoke along with Geoff Wagner, Transportation Planning Specialist II, on the agency's achievements. They mentioned the office serves as the Metropolitan Planning Organization (MPO) for the Tri-Cities area in southeastern Washington State.

### INDIRECT COST ALLOCATION PLAN-APPROVAL

Attached for Council was a proposed indirect cost allocation plan for the City. City Administrator Maria Peña stated this was a recommendation from the City's last audit. The auditors had asked the City to provide an indirect cost allocation plan in writing stating how staff allocated indirect cost. City Clerk Treasurer Rose Courneya had been working with State Auditors on this plan and it was also sent to them for their review. This plan was a way to allocate the cost for services and salaries of employees that performed job functions that affected several funds. The State Auditor's Office audit and monitor this closely and made sure the City was not taking money from one fund to benefit another fund they preferred to see a basis for calculating those percentages. Staff did track their own time and made a great effort in properly allocating the cost of all expenses.

**Motion:** Councilmember Silva moved to approve the City adopt the Indirect Cost Allocation Plan as presented. Councilmember Minor seconded motion. Motion carried unanimously.

### COST BENEFIT ANALYSIS-SELECTION OF CONSULTANT

City Administrator Maria Peña explained that in moving forward with the Railroad Interchange Project she had submitted a grant to Franklin County for 09 Economic Development Funds for a Cost/Benefit Analysis. She stated that the City was awarded the grant in the amount of \$10,000 and the next step was to select a consultant to provide the Analysis.

Mrs. Peña requested proposals from three consultants off the MRSC Roster and all had rail experience. She received two proposals. One was received from BST Associates and the other was from The Beckett Group. Mrs. Peña stated they both were excellent consultants and had experience with rail projects. BST's proposal came in at \$9,840 and included one trip to Connell for \$1,800 to meet with key individuals. The Beckett Group's proposal came in at \$7,500 for the

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CBA and then offered other services in support of the CBA. City Administrator Peña recommended selecting The Beckett Group as the consultant for the Rail Interchange Cost Benefit Analysis.

**Motion:** Councilmember Mayor Pro Tem Huber moved to select The Beckett Group as the consultant for the Rail Interchange Cost Benefit Analysis. Councilmember Escalera seconded motion. Motion carried unanimously.

APPOINTMENTS

Mayor Blackwell appointed Jay Patel to the Planning Commission Board.

**Motion:** Councilmember Silva moved to approve the appointment for Jay Patel to the Planning Commission Board. Councilmember Minor seconded motion. Motion carried unanimously.

COMMITTEE / DEPARTMENT REPORTS

CITY ADMINISTRATOR- Maria Peña

- 1) Announced to Council that Accounting Clerk Jeri Reinauer had resigned from the City and new employee Ivan Barragan was hired.
- 2) AWC Scholarship was due by March 9; students interested could contact City Hall or Esther Daza Bailie at Connell High School for more information.
- 3) In regards to Pam Moon’s letter due to staff changes, communication was missed in between duty transitions. The City had enforced the code stricter than in the past.

CITY COUNCIL CLOSING REMARKS

Councilmember’s Remarks:

- 1) Councilmember Escalera commented in regards to Pam Welch Moon’s letter. He asked how many delinquent tags were sent out to be delivered. He stated he would not change the code to keep as is.
- 2) Councilmember Quinton asked if staff sent out a notice to The Connell Graphic to notify residents that city utility code would be enforced.
- 3) Councilmember Minor stated if there was a way to change the code to fix it for everyone he would but that could end up always changing the code.
- 4) Councilmember Silva thanked staff for all their hard work.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Blackwell adjourned the meeting at 7:22 pm

ATTEST: \_\_\_\_\_  
Marissa Canales, Accounting Clerk

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Bruce Blackwell, Mayor