

MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

October 18, 2023

CALL TO ORDER

Mayor Pro Tempore Taylor called the regular council meeting to order at 5:30 pm.

ROLL CALL

Council Members Present: Bryson, DuPuy, Rushton, Slipper, Wellein and Woodhouse.

City Staff Members Present: Police Chief Cox, City Planner Kovach, City Attorney Norton, Clerk Treasurer- Finance Director Wade and Administrative Assistant Siebert.

AGENDA ITEMS

- **REPORT OF CITY OFFICERS**
- **CONSENT AGENDA**
 - A. Regular Council Meeting Minutes – October 4, 2023
 - B. Special Council Meeting Minutes – October 9, 2023
 - C. Claim EFTs & Claims #22742-22769 in the amount of \$56228.65
 - D. Payroll EFTs & Claims #22744-26389 in the amount of \$27,855.39
- **MAYOR'S MESSAGE**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
- **NEW BUSINESS**
 - A. Winterfest Special Event Permit
 - B. Building & Maintenance Contract between the City of Soap Lake and NCWL
 - C. Interior Remodel of Soap Lake Library
- **NEXT ORDINANCE #1340; NEXT RESOLUTION #1002**
- **COMMENTS**
- **ADJOURNMENT**

REPORT OF CITY OFFICERS

Police Chief Cox – Reminded everyone about Trunk r Treat event coming up on October 31st from 5-7 PM. One new hire Officer should start with SLPD around mid-December and start the Academy in January.

City Planner Kovach – The SMP is still under review by the Department of Ecology. He has worked with City Staff to add verbiage to the building permits that now have a requirement to be posted on/at the job site.

Finance Clerk Treasurer Wade – working with City Staff to send out letters to accounts that are past 90 days due. The preliminary budget will be ready to present to Council at the next meeting.

Volunteer Code Enforcement Officer Ross – presented handout to Council showing open/closed cases for the year. Currently has 2 open cases and 55 closed.

CONSENT AGENDA

M/Rushton, S/Woodhouse; to accept the consent agenda as presented. **Motion carried unanimously.**

MAYOR’S MESSAGE

Mayor Pro Tempore Taylor will be acting Mayor until the election is certified mid to late November. She will present Councilmembers with budget position report and list of past due utility billing. She has contacted department heads to discuss budget needs for 2024.

REPORTS OF STANDING/SPECIAL COMMITTEES

Tourism Committee – Councilmember Rushton announced that forms for 2024 funding can be picked up at City Hall and the deadline should be October 31st.

Creative District – Councilmember Bryson said that members will attend the Family Night event at the Elementary School tomorrow evening and the Shop-About event this weekend. Their next meeting is next Thursday at the Community & Senior Center from 6-7:30 PM. They also have their “Values” survey out. Surveys can be found on the City’s website or hardcopies at the library or at City Hall.

Policy Committee- Judith Gorman reported that the committee is still looking for residents to sit on the committee. They are prioritizing the list of policies to be worked on and have received recommendations from Volunteer Code Enforcement Officer Ross.

Lake Liaison Committee- their recommendations and additional information for the 1078 ordinance, regarding lake levels, has been given to City Planner Kovach.

PUBLIC COMMENT

Janet Leonard, on behalf of the Community & Senior Center- she would like Councilmembers to consider placing signage for the Center and other Community based buildings along the highway and 2nd Ave SE.

Susan Carson, on behalf of the Chamber – gave a reminder for the Shop-About event this weekend from 9am-5pm. There will be sidewalk sales, Fire Dept. fund raiser, Hands-n-Paws food drive, food bank donations and many local organizations will have booths at the event.

Judith Gorman, 207 Gingko St – she wanted to say thank you to all those who participated in the public comments for the ORW. The Dept. of Ecology is answering individual questions that were submitted during this time and will review and should approve the application.

Mike Bozman, RV camper- is disappointed in the management of the RV park and believes the City is missing opportunities to generate revenue.

OLD BUSINESS

None

NEW BUSINESS

- A. Winterfest Special Event Application – **M/Bryson, S/Wellein**; to approve the application contingent on resolving any issues arising from using lighting and City property use. **Motion carried unanimously.** Event will take place on December 2nd and Santa will be inside the resort’s conference room.
- B. Building & Maintenance Contract between the City of Soap Lake and NCWL- Contract is ready to be renewed at the end of the year. A copy will be sent to be placed onto the next agenda for Council to review.
- C. Interior Remodel of Soap Lake Library- an MOU will be presented to Council at the next meeting. NCWL has funding to use to remodel the interior of the building to include new flooring, paint and shelving. Community input will be taken and the Library will have representatives at upcoming local events

Next Ordinance #1341; Next Resolution #1002

COMMENTS

Councilmember Wellein said that McKay’s has chosen an architecture firm to start the design process for their expansion.

Councilmember Bryson urged residents to participate in the Shop-About event and to support the Food Bank.

ADJOURNMENT

M/Woodhouse, S/Rushton; move to adjourn at 6:22 PM. **Motion carried unanimously.**

Leslie Taylor, Mayor Pro Tempore

Jody Siebert, Administrative Assistant