

MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

November 1, 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 and Administrative Assistant Siebert.

AGENDA ITEMS

- **REPORT OF CITY OFFICERS**
- **CONSENT AGENDA**
 - A. Regular Council Meeting Minutes – October 18, 2023
 - B. Claim EFTs & Claims #22770-22793, 22800-22801 in the amount of \$62624.49
 - C. Payroll EFTs & Claims #26390-26391 in the amount of \$31,579.51
- **MAYOR'S MESSAGE**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
- **NEW BUSINESS**
 - A. FCS Group High Level Financial Condition Review
 - B. Preliminary Budget 2024
 - C. TIB and City of Soap Lake Agreement – Red Town Initiative
- **NEXT ORDINANCE #1340; NEXT RESOLUTION #1002**
- **COMMENTS**
- **ADJOURNMENT**

Mayor Pro Tempore Taylor asked that items (A) and (B) under Old Business be brought back in December.

CONSENT AGENDA

M/Bryson, S/DuPuy; to accept the consent agenda as presented with items under Old Business removed. **Motion carried unanimously.**

MAYOR'S MESSAGE

Mayor Pro Tempore Taylor thanked Andrew Arnold with Sage Brush customs for sanitizing and steam cleaning the playground equipment at the park. She also thanked the Public Works employees for their quick response during the recent power outage. The generator did fail at the lift station, but since power was restored quickly, the impact to the system was minimal.

She thanked all those who participated in the Trunk r Treat and believes it was a good community event.

She will be forwarding the link to Councilmembers for the required training that should be completed within 90 days of becoming a Councilmember.

REPORTS OF STANDING/SPECIAL COMMITTEES

Councilmember Bryson reported that the Creative District has been working on their 1st Phase. They participated in the Family Night event at the Elementary School. And, the survey is still available to fill out at the City's website or City Hall to prioritize community values.

Judith Gorman for the Policy Committee reported that copies of many policies have been gathered and the Committee is reviewing these for relevancy.

PUBLIC COMMENT

Susan Carson, on behalf of the Chamber – they will not be submitting an event permit for Winterfest since the event will be held at local business locations. They are working on planning events for next year and welcome residents who would like to volunteer.

OLD BUSINESS

None

NEW BUSINESS

- A. FCS Group High Level Financial Condition Review – Marin Chaw gave Councilmembers a presentation showing 2022 actuals and projected 2023 values for the General Fund and the Utility Funds. In his opinion, the General Fund is healthy but the Utility Funds may need to be adjusted since the projected ending values for 2023 are not near what was budgeted.
- B. Preliminary Budget 2024 – Mayor Pro Tempore Taylor handed out packets to Councilmembers showing 2023 Budget Position Totals and the 5 Year Budget Comparison from 2020-2024. A Public Hearing will be scheduled for next Council Meeting.
- C. TIB and City of Soap Lake Agreement – Red Town Initiative – this grant cost is covered by TIB with a minimum cost to the City. This is for a chip sealing product that can last 5-7 years once applied. There is no cost identified for the striping of the roadway. This will be reviewed by the City Attorney and brought back at a later meeting.

REPORT OF CITY OFFICERS

Chief Cox- he will be attending WASPC next week in Tri-Cities. A final job offer was presented and accepted. This new officer will start on December 18th and will start the Academy on January 9th. He thanked everyone for their participation and help with Trunk r Treat event.

City Planner Kovach- Permits for October were: 1 manufactured home, 2 single family residences and 2 reroofing projects. He would like to ask Councilmembers for permission to move forward with having the City Attorney draft a generic contract for a 3rd Party Reviewer.

This would come into effect anytime a potential conflict of interest could develop when Kovach Architect's would be involved in a local project. The Council agreed to have the Attorney draft a contract to come to Council for approval at a future meeting.

Fire Chief Baker was not in attendance, but Chief Cox encouraged everyone that is voting to consider items on the ballot affecting the Fire Department.

Next Ordinance #1341; Next Resolution #1002

COMMENTS

Councilmember Wellein had registration forms for the Gathered in Gratitude Event coming on November 19th and presented by the Columbia Basin Foundation to raise funds for McKay Healthcare. If interested, more information is available at the foundation's website: www.cbcommunity.org

Councilmember Bryson thanked Mayor Pro Tempore Taylor for all her hard work and time she has spent at City Hall helping staff prepare the budget.

ADJOURNMENT

M/Rushton, S/Bryson; move to adjourn at 6:58 PM. Motion carried unanimously.

Leslie Taylor, Mayor Pro Tempore

Jody Siebert, Administrative Assistant