

MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

February 16, 2022

CALL TO ORDER

Mayor Kovach called the regular council meeting to order at 5:30 pm.

ROLL CALL

Council members present: Mayor Kovach, Agliano, Arnold, Bratton, Bryson, Taylor and Woodhouse.

City Staff Members Present: City Administrator Tijerina, Police Chief Cox, City Attorney Norton and Administrative Assistant Siebert.

AGENDA ITEMS

➤ **CONSENT AGENDA**

- A. Regular Council Meeting Minutes – February 2, 2022
- B. Claim EFTs & Claims #21553-21586 & #26157 in the amount of \$62,871.62
- C. Payroll EFTs & Claims #26156-26159 in the amount of \$66,852.68
- D. Final Progress Estimate 3: West Beach Park Access Improvements G&O Job Number #20815 & #21816
- E. Progress Estimate 1, Water and Sewer (Phase III) Improvements City of Soap Lake, Grant County, Wahington G&O #18045

➤ **MAYOR'S MESSAGE**

➤ **REPORTS OF STANDING/SPECIAL COMMITTEES**

➤ **PUBLIC COMMENT**

➤ **OLD BUSINESS**

➤ **NEW BUSINESS**

- A. Consultant Agreement for Design Engineering for Marinas Drive and 1st Avenue NE Improvements Project
- B. Review of Special Event Permit Policy & Application
- C. A Resolution Declaring Certain Personal Property Surplus and Authorizing the Sale and or Disposal Thereof – Knox Boxes
- D. A Resolution Declaring Certain Personal Property Surplus and Authorizing the Sale and or Disposal Thereof – Radar Units

➤ **REPORT OF CITY OFFICERS**

➤ **NEXT ORDINANCE #1326; NEXT RESOLUTION #971**

➤ **EXECUTIVE SESSION – Potential Litigation RCW 42.30.110(1)(i)**

➤ **COMMENTS**

➤ **ADJOURNMENT**

M/Arnold, S/Taylor; to excuse Councilmember Ruston from this evening's meeting. **Motion carried unanimously.**

Mayor Kovack asked that an executive session be added to the agenda for potential litigation, RCW 42.30.110(1)(i). **M/Bryson, S/Arnold**; to add an executive session for potential litigation to the meeting agenda. **Motion carried unanimously.**

CONSENT AGENDA

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

MAYOR'S MESSAGE

Longtime resident, Dorothy Downing, passed away. She was instrumental in the downtown Sundial project and active in the Garden Club.

Work on the basketball court should be able to continue this spring. Project was delayed because of the power line that crosses overhead.

The TBD 0.2% Sales Tax was recently passed by voters. Revenue will begin to be collected in July.

Work continues on the City Hall. The electrician is finishing up and an inspection will follow. Then work on insulation and drywall can start. A quote for the roof will be presented at next council meeting.

REPORTS OF STANDING/SPECIAL COMMITTEES

Kayleen Bryson for the Lake Liasian Committee: the next meeting will be on Friday, February 25th at the Senior Center. Also, the Conservatory Group is meeting on Saturday, February 19th at the Senior Center.

Bill Bratton for the Policy Committee: a president and secretary have been appointed for this committee. They are both current students at Soap Lake High School.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

- A. Consultant Agreement for Design Engineering for Marinas Drive and 1st Avenue NE Improvements Project – **M/Agliano, S/Bratton**; to approve the Consultant Agreement for design engineering services related to the Marinas Drive and 1st Avenue NE Improvements project with Gray & Osborne. **Motion carried unanimously.** This will include public meetings conducted through 2022 and construction in 2023. TIB Grants will fund 97% of the project and the City will match with 3%.
- B. Review of Special Event Permit Policy & Application – **M/Arnold, S/Bryson**; to accept the Special Event Permit Application as presented with changes and updates and including a two-week grace period with a \$25.00 penalty fee for

late applications and notification from the City will be sent to current event planners of the new changes. **Motion carried unanimously.** Updates included the fee schedule to include charges for extra garbage dumpsters, porta-potties and electrical outlets; allows restrictions to some grassy areas in the parks; notifies applicants of other permits that may be required; and city maps will be available to the event planners.

- C. A Resolution Declaring Certain Personal Property Surplus and authorizing the Sale and or Disposal Thereof – Knox Boxes – **M/Arnold, S/Bratton**; to authorize the Mayor or his designee to sell the personal property items in any commercially reasonable manner and to execute necessary documents to complete the sale and conveyance of the personal property items. **Motion carried unanimously.** The Knox boxes will be sold directly to Fire District 7 for \$50.00 total. Resolution is numbered 2022-971.
- D. A Resolution Declaring Certain Personal Property Surplus and authorizing the Sale and or Disposal Thereof – Radar Units – **M/Arnold, S/Taylor**; to authorize the Mayor or his designee to sell the personal property items in any commercially reasonable manner and to execute necessary documents to complete the sale and conveyance of the personal property items. **Motion carried unanimously.** The radar units will be sold directly to Kittitas Police Department for \$100.00 each. Resolution is numbered 2022-972.

REPORTS OF CITY OFFICERS

City Administrator Tijerina – The financial and accountability audits will start soon. He will be contacting City Councilmembers for a date/time to review.

Police Chief Cox – The purchasing, asset tracking and surplus policies have been updated and sent to the Mayor and City Administrator for review.

Chief gave a year-in-review power point presentation. Highlights included DOJ grant for officers, continued training, community events, fundraisers from PD patch sales, and Shop with a Cop Event. Crime statistics will be posted on the City's website.

Public Works -Supervisor Fronsman completed classes geared toward water distribution.

Gray & Osborne engineers toured the lift stations.

Public works employees coordinated work with construction sites.

Councilmember Bryson thanked the public works employees with their help in storing winter decorations.

Next Ordinance #1326; Next Resolution #973

EXECUTIVE SESSION – Potential Litigation RCW 42.30.110(1)(i).

Start: 6:27 pm for 10 minutes.

Extended 10 minutes.

Stop: 6:47 pm

No action taken by council.

COMMENTS

Councilmember Bryson – a reminder that classes are available through Association of Washington Cities. Mayor Kovach said that some classes are reimbursable.

ADJOURNMENT

M/Arnold, S/Agliano; move to adjourn at 6:49 PM. Motion carried unanimously.

Alex Kovach, Mayor

Jody Siebert, Administrative Assistant