

## MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

February 7, 2024

### CALL TO ORDER

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

### ROLL CALL

Council Members Present: Bryson, Carlson, Carson, Gorman, Sharp, Taylor and Woodhouse.

City Staff Members Present: Police Chief Cox, City Planner Kovach, City Attorney Sears, Fire Chief Baker, Deputy Clerk Olson and Administrative Assistant Siebert.

### AGENDA ITEMS

- **CONSENT AGENDA**
  - A. Regular Council Meeting Minutes – January 17, 2024
  - B. Public Meeting Minutes – Utility Rates- January 25, 2024
  - C. Claim EFTs & Claims #23007-23049 in the amount of \$249,261.64
  - D. Payroll EFTs & Claims #23013, 26424-26430 in the amount of \$52,063.18
- **MAYOR’S MESSAGE**
- **REPORTS OF CITY OFFICERS**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
  - A. Weekend Vendor Fees
  - B. Ordinance Review, 1078 Setback, supporting documents at: <https://bit.ly/3Hvj1EA>
- **NEW BUSINESS**
  - A. Infrastructure Update- Presentation from G&O
  - B. EVOC Use Agreement 2024
  - C. Agreement between the City of Soap Lake and Grant County Technology Services
  - D. A Resolution Authorizing the Mayor to Sign Agreement for Shared Technology Services, Equipment and Personnel Between Grant County and Municipalities of Grant County
  - E. Acceptance of Body Worn Camera Grant from Washington Association of Sheriffs & Police Chiefs
  - F. Agreement with the City of Soap Lake and Clark Nuber P.S. for Accounting Services
- **NEXT ORDINANCE #1343; NEXT RESOLUTION #1007**
- **COMMENTS**
- **ADJOURNMENT**

### CONSENT AGENDA

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

### MAYOR’S MESSAGE

Mayor talked about the upcoming WDOT slope clearing project that will take place over the several months between Soap Lake and Blue Lake. Highway closures will impact travelers during this time.

City Hall staff continues efforts to collect on past-due utility accounts.

### **REPORTS OF CITY OFFICERS**

Fire Chief Baker – provided Councilmembers with department report of February Meeting , call stats for January and January training. The department had 55 incident calls in January and 35 were in the City of Soap Lake.

He attended the meeting, along with Chief Cox, with Washington DOT project managers for the slope clearing project along Hwy 17. They both feel confident that emergency vehicles will be able to access the area when needed.

City Planner Kovach – no new building permits were received in January, just a couple of projects and one porch remodel. He will talk about the 1078 ordinance on Old Business item (B).

Police Chief Cox – assault cases are up this last month. Recruit Jensen is doing well at the academy.

Deputy Clerk Olson – is working on correcting BARS codes and setting up BARS codes for tracking incoming grant monies. She is also correcting payroll entries to reflect employee expenses.

### **REPORTS OF STANDING/SPECIAL COMMITTEES**

Prevention Coalition Coordinator, Ryan Boldman, talked about the Coalitions outreach programs in the City and recent results of a survey showing average ages of youth exposure to substances in Soap Lake. He encouraged the public to attend meetings held every 4<sup>th</sup> Tuesday of the month.

Councilmember Gorman for the Lake Liaison Committee, said that the committee is reviewing the bio-swale information from the 2017 G&O report. She also reached out to the WDOT director of the upcoming slope clearing project, and was satisfied with their projected efforts to protect the debris from entering the Lake during the project.

Councilmember Carlson for the Utility Rate Committee, wanted to correct an error made during the presentation- utility rates were increased in 2021 and 2022 but not in 2023. He feels confident that the committee will be ready to present their recommendation by the end of the first quarter.

### **PUBLIC COMMENT**

Marcia Neihart, 419 W Main- she would like the City to look at the garbage rates. She believed that the rate was supposed to be increased and has not seen this reflected on her bill.

Burr Beckwith, 33 N. Dogwood – he thinks that the supporting data for the proposed ordinance supports not using 1078 as a measure of the water mark for the lake.

Janet Leonard, 212 2<sup>nd</sup> Ave- encouraged the City to put signage along the Highway and on 2<sup>nd</sup> Ave directing visitors to the PD, City Hall, Schools and McKays.

Eileen Beckwith, 33 N. Dogwood- she has posted information on the upcoming Highway slope clearing project, but would like the City to post information also.

Thomas Page, 636 Aster St S – is still not happy with the condition of Aster St. He would volunteer to dump gravel himself.

The Mayor responded to Mr. Page (Mr. Page had left abruptly): the City has received equipment and will grade the roadway and then add gravel. He hears Mr. Page’s concern and will be coordinating this with Public Works to get done as soon as possible along with other gravel roadways in the City.

### **OLD BUSINESS**

- A. Weekend Vendor Fees – Councilmembers reviewed a revised and updated Special Event Permit. Discussion of this permit along with permits for crafters and non-profits was had. **M/Gorman, S/Sharp**; motion to accept the Special Event Permit as presented to Councilmembers. **Motion carried unanimously.** Councilmember Sharp will continue to update/revise other permits to make the process clearer and more accessible to the public.
- B. Ordinance Review, 1078 Setback, supporting documents at: <https://bit.ly/3Hvj1EA> - City Planner Kovach gave an overview of how and why this ordinance was developed. He asked that Councilmembers would allow a public hearing to be scheduled to give the public a forum to express any concerns and have questions answered. Councilmembers discussed the difference between the 1078 elevation line and the OHWM set by the SMP. City Planner Kovach explained that the property owner would have to follow whichever delineation that is more restrictive. Council would like to see how these “lines” would look along the shoreline. This item will be brought back soon with this added information. Then, it may be possible to schedule the public hearing that would also include this information.

### **NEW BUSINESS**

- A. Infrastructure Update- Presentation from G&O – Representatives from Gray & Osborne gave a presentation showing upcoming projects in the City and needed infrastructure updates.
- B. EVOC Use Agreement 2024 – **M/Bryson, S/Carlson**; to approve the Mayor to sign the agreement between the Port District No. 9 of Grant County and the Soap Lake Police Department for use of the Runway for EVOC for the year of 2024. **Motion carried unanimously.** Cost is \$200.00
- C. Agreement between the City of Soap Lake and Grant County Technology Services – **M/Bryson, S/Sharp**; motion to accept the agreement for IT services between Grant County Technology Services and the City of Soap Lake. **Motion carried unanimously.**
- D. A Resolution Authorizing the Mayor to Sign Agreement for Shared Technology Services, Equipment and Personnel Between Grant County and Municipalities of Grant County – **M/Gorman, S/Taylor**; motion to accept the resolution

authorizing the Mayor to sign agreement for shared technology services, equipment and personnel between Grant County and the City of Soap Lake. **Motion carried unanimously.** Resolution is numbered 2024-1007.

- E. Acceptance of Body Worn Camera Grant from Washington Association of Sheriffs and Police Chiefs – **M/Sharp, S/Carson**; motion to accept the grant from WASPC for body worn cameras. **Motion carried unanimously.** Grant is for the amount of \$10,423.61 and will help pay for the annual cost of the body cameras worn by SLPD Officers.
- F. Agreement with the City of Soap Lake and Clark Nuber P.S. for Accounting Services – **M/Sharp, S/Taylor**; to accept the agreement between the City of Soap Lake and Clark Nuber P.S. for accounting services. **Motion carried unanimously.** City Attorney Sears stated that the agreement does have a 60-day term and expects a written summary of findings to be provided.

**Next Ordinance #1343; Next Resolution #1008**

**COMMENTS**

Councilmember Sharp commented on the quick response of SLPD Officers. He would also like to see Public Works Director Fronsman attend the Council meetings.

Councilmember Bryson thanked G&O representatives for their presentation.

**ADJOURNMENT**

**M/Bryson, S/Gorman**; move to adjourn at 8:15 PM. **Motion carried unanimously.**

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Allen DuPuy, Mayor

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Jody Siebert, Administrative Assistant