

## MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

February 21, 2024

### CALL TO ORDER

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

### ROLL CALL

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

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

### AGENDA ITEMS

- **CONSENT AGENDA**
  - A. Regular Council Meeting Minutes – February 7, 2024
  - B. Claim EFTs & Claims #23050-23084 in the amount of \$29,484.69
  - C. Payroll EFTs & Claims #26432-26433 in the amount of \$23,720.67
- **MAYOR'S MESSAGE**
- **REPORTS OF CITY OFFICERS**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
  - A. Ordinance Review, 1078 Setback
  - B. A Resolution Acknowledging the Importance of Soap Lake Elevation 1078' to the City of Soap Lake, Washington
- **NEW BUSINESS**
  - A. Lead Service Line Inventory – Amendment No. 7 – Gray & Osborne
  - B. A Resolution Updating the List of Persons Authorized to Sign Checks and Warrants on Behalf of the City
  - C. Award Construction Contract for the Daisy Street (SR 17) Sidewalk Phase 1 & Daisy Street Pedestrian Crossing
  - D. A Resolution Accepting a Bid and Awarding Contract for the Daisy Street (SR 17) Sidewalk Phase 1 and Daisy Street Pedestrian Crossing Project
  - E. Discussion for changing public comment time from 3 minutes to 5 minutes
- **NEXT ORDINANCE #1343; NEXT RESOLUTION #1008**
- **COMMENTS**
- **ADJOURNMENT**

Mayor asked for a motion to excuse Councilmembers Bryson and Carlson. **M/Sharp, S/Carson;** to excuse Councilmembers Bryson and Carlson from this evening's meeting. **Motion carried unanimously.**

Mayor asked to add an executive session to the agenda for performance of public employee. Item was added.

### **CONSENT AGENDA**

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

### **MAYOR'S MESSAGE**

Mayor visited the Food Bank recently. The President, Fred Wright, is heavily involved in picking up donations and delivering food to local families. The Food Bank serves over 200 families.

Public Works employee, Tim Babak, has completed his testing and is now certified for weed control.

The Mayor reached out to three companies for bids for tree trimming in Smokiam Park. He would like to see this done in two phases. The lowest bid was \$6200.00. Councilmembers Sharp and Carlson would like a certified arborist to give an opinion on trimming and/or maintenance that may be required for the health of the trees. Councilmember Sharp will reach out to a local arborist who will provide this service for free.

### **REPORTS OF CITY OFFICERS**

City Planner Kovach – is working with the Mayor and Councilmember Sharp to update the permit applications. These will be available online.

Police Chief Cox – gave out January stats. Last year a total of 130 criminal citations and 553 infractions were issued by the department and 18 municipal infractions were issued. Councilmember Carson asked about hiring an officer to bring staff level up. Chief said that he would need to fill position through Civil Service Board. This Board is one member short.

Deputy Clerk Olson – had nothing to report.

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

None

### **PUBLIC COMMENT**

Aaron Chavez, school superintendent, wanted to thank the Mayor, Councilmembers and residents for supporting the recent replacement levy which has passed.

Burr Beckwith, 33 N. Dogwood – he would like the Bureau of Reclamation to weigh in on the lake level and their support of keeping it at 1078’.

Thomas Page, 636 Aster St S – thanked the City for finally putting gravel down on Aster Street. It has made a big difference.

John Cho, 327 Main Ave E- he is working with the City to use his permit for water usage and will be exploring options for therapeutic use.

Donna (no last name provided), 39 Ginkgo St- stated her concerns about 5G towers and her belief of damage to persons/animals health over exposure to the 5G.

## OLD BUSINESS

- A. Ordinance Review, 1078 Setback- Planner Kovach has received mapping from G&O that could be used to show shoreline setbacks.
- B. A Resolution Acknowledging the Importance of Soap Lake Elevation 1078' to the City of Soap Lake, Washington- **M/Gorman, S/Sharp**; to accept the resolution acknowledging the importance of Soap Lake elevation 1078' to the City of Soap Lake, Washington. **Motion carried unanimously.** This resolution is numbered 2024-1010. The resolution allows the Mayor to notify the USBR and QCBID to make reasonable actions to return lake levels to between 1072' and 1076' in accordance with the 1976 Transfer Report.

## NEW BUSINESS

- A. Lead Service Line Inventory – Amendment No. 7- Gray & Osborne- **M/Gorman, S/Woodhouse**; to approve Amendment No. 7 with Gray & Osborne for lead service inventory assistance services. **Motion carried unanimously.** Mike Woodkey from G&O talked about the mapping services and records that G&O will provide to help Public Works document potential lead service pipes within the City. This should only affect homes built before 1986. Funding was not secured, so the cost to the City will be \$15,140.00
- B. A Resolution Updating the List of Persons Authorized to Sign Checks and Warrants on Behalf of the City- **M/Gorman, S/Sharp**; to pass a resolution updating the list of persons authorized to sign checks and warrants on behalf of the City. **Motion carried unanimously.** The list of authorized persons is: Mayor DuPuy, Deputy Clerk Brooky Olson and Mayor Pro-Tempore Taylor. This resolution is numbered 2024-1008
- C. Award Construction Contract for the Daisy Street (SR 17) Sidewalk Phase 1 & Daisy Street Pedestrian Crossing- See next agenda item.
- D. A Resolution Accepting a Bid and Awarding Contract for Daisy Street (SR 17) Sidewalk Phase 1 and Daisy Street Pedestrian Crossing Project- **M/Gorman, S/Taylor**; to accept a resolution accepting a bid and awarding contract for Daisy Street (SR 17) sidewalk phase 1 and Daisy Street pedestrian crossing project. **Motion carried unanimously.** Mike Woodkey from G&O gave an overview of the project and answered questions from Councilmembers. The crosswalk that will get the beacon is located at 3<sup>rd</sup> instead of Main at this time to promote safe walking to the local parks areas and student path for walking to school. A second beacon at Main could be added in the future. This resolution is numbered 2024-1009
- E. Discussion for changing public comment time from 3 minutes to 5 minutes – Councilmember Sharp would like to see the time extended. Mayor DuPuy said that the current policy and procedures for Council meeting conduct allows for 3 minutes and extra time as the Mayor may deem needed. The Policy Committee will review.

## EXECUTIVE SESSION – Performance of a public employee, RCW 42.30.110(1)(g)

Started at 6:44 for 15 minutes

Extended for 5 minutes

Stopped at 7:04

Action taken:

**M/Sharp, S/Gorman;** a motion to approve a 3% Cost of Living Increase in pay for Chief Cox and Public Works Supervisor Darrin Fronsman. **Motion carried unanimously.**

**M/Sharp, S/Carson;** a motion to recognize Timothy Babak's completion of training and certification for weed control and an increase in his hourly wage of \$1.00. **Motion carried unanimously.**

**M/Carson, S/Carson;** a motion to appoint Brooky Olson as the City's Clerk Treasurer by resolution. **Motion carried unanimously.** This resolution is numbered 1011.

**M/Taylor, S/Sharp;** a motion to set Clerk Treasurer hourly pay rate to \$30.00. **Motion carried unanimously.**

**Next Ordinance #1343; Next Resolution #1012**

**COMMENTS**

Councilmember Carson said ABATE and the Chamber will be sponsoring the Easter Egg Hunt again in a few weeks.

Councilmember Taylor said that the Policy Committee will be reviewing the Mineral Water sales policy. The City attorney will be reviewing and possibly asking the Department of Ecology to review also before being brought back to Council for discussion/approval.

**ADJOURNMENT**

**M/Sharp, S/Taylor;** move to adjourn at 7:10 PM. **Motion carried unanimously.**

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Allen DuPuy, Mayor

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Jody Siebert, Administrative Assistant