

# MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

June 7, 2023

## CALL TO ORDER

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

## ROLL CALL

Council Members Present: Bratton, Bryson, DuPuy, Rushton, Taylor and Woodhouse.

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

## AGENDA ITEMS

### ➤ **CONSENT AGENDA**

- A. Regular Council Meeting Minutes – May 17, 2023
- B. Soap Lake City Council Workshop Minutes – May 31, 2023
- C. Claim EFTs & Claims #22464-22472 in the amount of \$6,961.83
- D. Payroll EFTs & Claims #26326-26337 in the amount of \$38,147.42

### ➤ **MAYOR'S MESSAGE**

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

### ➤ **PUBLIC COMMENT**

### ➤ **OLD BUSINESS**

- A. Six Year Transportation Improvement Program 2023 to 2028
- B. Spring & Fall Clean Up
- C. Status of High Hill Property/GCHD Letter
- D. Suds N Sun Special Event Application
- E. Weekend Vendor Change

### ➤ **NEW BUSINESS**

- A. WCIA – Full Board Delegate Job Description
- B. Chickens – Municipal Code 6.07.010 Section M
- C. A Resolution Declaring Certain Personal Property Surplus and Authorizing the Sale and or Disposal Thereof
- D. Fire Fly – City Hall Servers
- E. Unused/Unneeded Tourism Funds
- F. Overtime Pay, Finance
- G. A Resolution of the City Council of the City of Soap Lake, Washington, Designating the Official Newspaper of General Circulation for Publication of Legal Notices; and Repealing Prior Inconsistent Resolutions

### ➤ **REPORT OF CITY OFFICERS**

### ➤ **NEXT ORDINANCE #1338; NEXT RESOLUTION #997**

### ➤ **COMMENTS**

### ➤ **ADJOURNMENT**

Mayor Agliano asked for changes to be made to this evening's agenda:  
New Business (A) WCIA – Full Board Delegate Job Description, remove from agenda  
New Business (D) Fire Fly – City Hall Servers, table because of need for second bid  
New Business (G) A Resolution of the City Council of the City of Soap Lake, Washington, Designating the Official Newspaper of General Circulation for Publication of Legal Notices; and Repealing Prior Inconsistent Resolutions, add to agenda

### **CONSENT AGENDA**

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

### **MAYOR'S MESSAGE**

Mayor Agliano spoke with the Grant County Elections Office to clarify the number of Councilmember positions that are open for election come this November. Since the City has had Councilmember positions resign and/or be appointed, the normal schedule of having 3 or 4 open positions has shifted to 5 this year.

The Mayor would like to post the open position left by Kat Sanderson's resignation. The City will accept letters of interest until close of business on Tuesday, June 27, 2023. Councilmembers will review letters and interview applicants at the July 5, 2023 Council Meeting. At that time, a Councilperson will be appointed to fulfill the remaining Position #6 Term.

Public Works will be hiring two Maintenance I Positions and City Hall will be hiring for Billing Clerk Position. Applications are available on-line. All of these positions are Union and full-time positions.

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

Councilmember Bryson: the Creative District will meet on June 15<sup>th</sup> from 6:00-7:30 PM at the Community & Senior Center.

Councilmember DuPuy: the Parks & Rec. Committee is still waiting to hear from the Lauzier Foundation reference the grant seeking funds for the lighting on the basketball court.

### **PUBLIC COMMENT**

Nell Kovach, 913 3<sup>rd</sup> Ave NW – Thanked everyone for coming to and supporting the performance of "Dry Falls" on May 20<sup>th</sup>. The event was well received.

Susan Carson, 114 Gladiola St. – Encouraged the City to have a better system for opening the park bathrooms, especially on the weekends. This past holiday weekend the bathrooms were not opened until after 11:00 am. She also wanted to make sure that the agenda for the Council Meetings is being posted 24 hours before the meeting on the City's website.

### **OLD BUSINESS**

- A. Six Year Transportation Improvement Program 2023 to 2028 – Gray and Osborne representatives discussed the TIP with Councilmembers. The annual review of the plan will be done at the next Council Meeting as a Public Hearing. The TIP Public Hearing will cover the next six years, 2024 to 2029. Councilmember DuPuy asked

- that Evergreen St N be considered for repaving. Council also discussed the options of sidewalks on both sides of the road and using swales in some areas to catch ground run-off and the cost effectiveness of these options.
- B. Spring & Fall Clean Up – **M/Bryson, S/Rushton**; move to proceed with the Spring Clean Up with dates to be determined to occur as soon as possible, after which Council will review the effectiveness of the clean-up and further decide whether to hold a Fall Clean Up and impose a .35 cents/month fee on utility bills to facilitate that clean up. **Motion carried unanimously.** Funds to pay for the Spring Clean Up will be transferred from the General Fund.
  - C. Status of High Hill Property/GCHD Letter – Mayor Agliano and Councilmember DuPuy went to look at the property. The property is fenced and has a locked gate. Some illegal dumping has taken place. The City will be posting “No Trespassing” signs. The City is also exploring the option to purchase a solid waste permit so limited grading could be done to the property and then the permit could be closed out.
  - D. Suds N Sun Special Event Permit – **M/Rushton, S/Bratton**; to approve the Suds N Sun Special Event Permit. **Motion carried unanimously.** Councilmember Bryson asked about insurance. Susan Carson said once the permit is approved, the insurance certificate is purchased since it is non-refundable.
  - E. Weekend Vendor Change – **M/Taylor, S/Bratton**; move to change the weekend vendor permit fee to \$25.00 per event for the remainder of 2023. **Motion carried unanimously.** The fee will be lowered for the remainder of the year and then reviewed by Council in January.

### **NEW BUSINESS**

- A. WCIA – Full Board Delegate Job Description – item was taken off agenda by Mayor Agliano.
- B. Chickens – Municipal Code 6.07.010 Section M – Taylor Bailey discussed receiving a code violation letter from the City concerning her chickens. She feels that having a chicken run attached to her coop is within the City’s code. After discussion to include the City Attorney’s opinion on the interpretation of the code, Ms. Bailey’s coop was found to be in compliance as the code is written.
- C. A Resolution Declaring Certain Personal Property Surplus and Authorizing the Sale and or Disposal Thereof – **M/Bratton, S/Woodhouse**; to approve the sale of items outside the normal Public Surplus sales. **Motion carried unanimously.** Items will be sold directly to Grant County Fire District 7. **M/Bryson, S/Bratton**; to authorize the Mayor, or her 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.** Items will be sold directly to Grant County Fire District 7 for the amount of \$341.46. This resolution is numbered 2023-997.
- D. Fire Fly – City Hall Servers – this item was tabled so the City can receive a second bid for cost.

- E. Unused/Unneeded Tourism Funds- **M/Rushton, S/Bratton**; motion to move unused/unneeded tourism funds in the amount of \$4000.00 back to the tourism fund. **Motion carried unanimously.** These funds were originally marked for the Hydroplane event. This event is no longer taking place.
- F. Overtime Pay, Finance – Councilmembers and the Mayor discussed overtime payments made to City Hall Staff. There was discussion of employee Ruth Wade’s position as some Councilmembers believe she is the Finance Clerk Treasurer. The Mayor said she had not promoted her to that position and she is the current City Clerk Finance Director with Teamster Union representation.
- G. A Resolution of the City Council of the City of Soap Lake, Washington, Designating the Official Newspaper of General Circulation for Publication of Legal Notices; and Repealing Prior Inconsistent Resolutions – **M/Rushton, S/Bratton**; move to approve the resolution of the City Council of the City of Soap Lake, Washington, designating the official newspaper of general circulation for publication of legal notices and repealing prior inconsistent resolutions. **Motion carried unanimously.** This resolution is numbered 2023-998.

**REPORTS OF CITY OFFICERS**

**Police Chief Cox** – The Chief for a Day Event is tomorrow at the Grant County Courthouse from 1:00-3:00 PM. Officers at the academy are enjoying EVOC training this week. Officer Blair has finished FTO and is on solo patrol.

Chief Cox shared stats for the Fire Department because the Fire Chief was called out during the meeting. The department ran 63 calls, 35 in the City: 28 were EMS, 4 were fire alarms and 3 were outside fires. Fire Chief Baker is working on a grant to fund a new ambulance.

**Volunteer Code Enforcement Officer Ross** – has a total of 10 open cases and has closed 8 cases this year. His response to complaints received is to investigate any possible violation and document with photos and send out a warning letter citing code violations. The resident is asked to contact the PD with a plan to correct the violations. If no response is received, the Chief will review the case and if necessary, an Officer will issue a citation for the code violation. Other times, the complaint may be forwarded to the City or to the City Planner for further action.

**Mayor Agliano** – City Planner Kovach submitted an update for monthly permits issued. Public Works installed 17 water connections in the last two months. GTA was able to paint the curb to address parking issue that did not allow riders with disabilities to easily access bus stop on Main Street.

**Next Ordinance #1338; Next Resolution #999**

**COMMENTS**

Councilmember Bryson gave reminders for:

Creative District – meeting on June 15<sup>th</sup> from 6:00-7:30 pm at the Soap Lake Community and Senior Center

Trash Mob – meeting on June 10<sup>th</sup> at 9:00 am at West Beach  
Garden Club – meeting June 12<sup>th</sup> at 1:00 pm at the Soap Lake Community and Senior Center  
Chamber of Commerce – meeting June 12<sup>th</sup> at 6:00 pm at the Visitor Center

**ADJOURNMENT**

**M/Bryson, S/Bratton; move to adjourn at 7:29 PM. Motion carried unanimously.**

---

Michelle Agliano, Mayor

---

Jody Siebert, Administrative Assistant