

## MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

July 5, 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, City Planner Kovach, Fire Chief Baker, Finance Clerk Treasurer Wade and Administrative Assistant Siebert.

### AGENDA ITEMS

- **CONSENT AGENDA**
  - A. Regular Council Meeting Minutes – June 21, 2023
  - B. Claim EFTs & Claims #22512-22524 in the amount of \$25,441.80
  - C. Payroll EFTs & Claims #26347-26353 in the amount of \$36,813.14
- **MAYOR'S MESSAGE**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
  - A. City Hall Servers
- **NEW BUSINESS**
  - A. Interview of Applicants for Councilmember Position #6
  - B. Recommendation from LLC Reference the 1078' Elevation
  - C. An Ordinance of the City Council of the City of Soap Lake Adopting Amendments to the City's Shoreline Master program Following Periodic Review Required by RCW 90.58.080(4)
  - D. A Resolution of the City Council of the City of Soap Lake Authorizing the Use of Electronic Signatures and Adopting a Policy Regarding Such Use
  - E. Purchasing Manual – For Review Only
- **REPORT OF CITY OFFICERS**
- **NEXT ORDINANCE #1338; NEXT RESOLUTION #1000**
- **EXECUTIVE SESSION** – RCW 42.30.110(1)(h) – Qualifications of an Applicant/Candidate for Appointment to Elective Office
- **COMMENTS**
- **ADJOURNMENT**

Mayor Agliano tabled Old Business item (A) and added New Business item (C).

### CONSENT AGENDA

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

## **MAYOR'S MESSAGE**

McKay Health will hold annual Luau on Thursday, July 27<sup>th</sup> at 5PM. All are invited to attend.

The Mayor commended Alison Gooding and the group of young volunteers that helped clean up the Park on Monday.

Grant County Health District will be addressing the landfill cleanup at their meeting on August 16<sup>th</sup>. The City is currently reviewing options for action. The City may acquire a permit for an initial cost of \$900.00 and then \$900.00 per month OR the City may clean up the land which would require an inspection, removal of all visible items and buried items over a two year period at an unknown cost to the City.

A Budget meeting needs to be scheduled. Council agreed to have a Budget Meeting on Wednesday, July 19<sup>th</sup> at 3 PM at the Senior Center. The Mayor asked that Public Works and the Police Department present large ticket items that are needed to be purchased during this meeting.

The City is applying for ROC Grants for park maintenance. The monies could be used for bathroom upgrades and refurbishing the cabanas and playground equipment. Grey & Osborne will be helping with the grant writing.

The Mayor asked City Councilmembers to volunteer this fall for the City wide cleanup. They would be helping check ID's of residents and making sure only allowable items were accepted at the dump station.

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

Lake Liaison Committee: Councilmember Taylor commented that the LLC will be looking for feedback from the community during the ORW public comment period.

Councilmember Bryson: the Creative District is working to finalize an MOU with Friends of the Lower Grand Coulee. Their next meeting is scheduled for July 20<sup>th</sup> at 6 PM at the Soap Lake Community and Senior Center.

## **PUBLIC COMMENT**

Judith Gorman, 207 Ginkgo St. – shared that the public comment period for the ORW will begin after July 17<sup>th</sup>. This will be available on-line only. Those needing assistance can come to the Soap Lake Community and Senior Center or to the Soap Lake Library.

Marcia Neihart, 419 Main Ave W – liked to see that the extra vehicles have been removed by the Lake Apartments.

## **OLD BUSINESS**

- A. City Hall Servers – this item was tabled by the Mayor.

## **NEW BUSINESS**

- A. Interview of Applicants for Councilmember Position #6 – Councilmembers interviewed applicant Steve Wellein. Mr. Wellein gave a brief history of his service to the local area. He believes he could be most helpful to the City by providing insight into the current financial stress that the City is facing.

- B. Recommendation from LLC Reference the 1078' Elevation – the LLC recommended that the Council adopt an ordinance that would maintain the historic 1078' elevation as the ordinary high-water mark for shoreline properties within the City of Soap Lake and do so as soon as possible so it may be referenced along with other documents in the SMP Section II: Shoreline Regulations – SLMC Chapter 14.08.040. **M/DuPuy, S/Taylor**; make a motion to have an ordinance drafted by the City's Attorney and brought back to Council for review/approval at the August 16<sup>th</sup> Council Meeting for an ordinance for a zoning regulation for the City of Soap Lake that maintains the historic 1078' elevation as the City's recognized shoreline marker elevation with an associated 50' development setback landward from said marker. **Motion carried unanimously.**
- C. An Ordinance of the City Council of the City of Soap Lake Adopting Amendments to the City's Shoreline Master Program Following Periodic Review Required by RCW 90.58.080(4) – **M/Bratton, S/Bryson**; to approve an ordinance of the City Council of the City of Soap Lake adopting amendments to the City's Shoreline Master Program following periodic review required by RCW 90.58.080(4). **Motion carried unanimously.** Ordinance is numbered 2023-1338.
- D. A Resolution of the City Council of the City of Soap Lake Authorizing the Use of Electronic Signatures and Adopting a Policy Regarding Such Use – **M/Bratton, S/Rushton**; move to approve the resolution of the City Council of the City of Soap Lake authorizing the use of electronic signatures and adopting a policy regarding such use. **Motion carried unanimously.** This resolution is numbered 2023-1000.
- E. Purchasing Manual – For Review Only – Councilmembers were provided a copy of the purchasing manual for review and approval at the next council meeting. This manual will replace the one adopted last year with recommended changes from the state auditor's office.

**REPORTS OF CITY OFFICERS**

**Fire Chief Baker** – he asked Councilmembers if this section of the agenda could be moved to the beginning of the meeting agendas. The department ran 75 calls in the month of June: 45 in the City, 37 EMS calls, 2 vehicle fires, 3 brush fires and 1 extrication of an infant from a vehicle at the park. The building has received a fresh coat of paint and the fleet has been added to with updated equipment and vehicles.

**Volunteer Code Enforcement Officer Ross** – has 9 open cases and has closed 16 YTD. Recommended that the policy committee review SLMC 10.28.030 as the procedure needs to be updated.

**Finance Clerk Treasurer Wade** – handed out a draft of the current budget. A final second quarter budget should be available by the scheduled budget meeting in two weeks.

**Police Chief Cox** – the department had 51 calls in the last two weeks. He feels that the Suds n Sun event went well and there were only a couple of fireworks complaints. He encouraged

residents to stop by and thank Officer Jones for his service to the Soap Lake Community, his last day with the department is this Friday. He will then be at the Grant County Sheriff's Office.

**City Planner Kovach** – the month of June brought 2 permits: one for a single-family residence and one for a porch addition. Currently, there are four permits for review. He discussed the standard shoreline buffer with Councilmember DuPuy.

**Next Ordinance #1339; Next Resolution #1001**

**EXECUTIVE SESSION** - RCW 42.30.110(1)(h) – Qualifications of an Applicant/Candidate for Appointment to Elective Office

Start: 7:06 PM for 15 minutes

End: 7:20 PM

Action taken: M/Bratton, S/DuPuy; motion to appoint Steve Wellein to fulfill Council Position #6 current term.

**COMMENTS**

Mayor Agliano announced that Councilmember Bratton will be resigning. Letters of interest to fulfill Councilmember Position #2 will be accepted at the City until close of business on July 26<sup>th</sup>.

Councilmember DuPuy apologized to City Planner Kovach for comments made earlier.

Councilmember Bryson thanked the Chamber for the Suds n Sun Event. She was pleased by all the people who came out for the festivities.

Councilmember Bratton thanked the Council for allowing him to serve the community. The Council also thanked Bratton for his time of service.

**ADJOURNMENT**

**M/Bryson, S/Woodhouse;** move to adjourn at 7:23 PM. **Motion carried unanimously.**

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Michelle Agliano, Mayor

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Jody Siebert, Administrative Assistant