

MINUTES REGULAR SOAP LAKE CITY COUNCIL MEETING

August 2, 2023

CALL TO ORDER

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

ROLL CALL

Council Members Present: Bryson, DuPuy, Rushton, and Wellein.

City Staff Members Present: Police Chief Cox, City Planner Kovach, Fire Chief Baker, Finance Clerk Treasurer Wade and Administrative Assistant Siebert.

AGENDA ITEMS

- **OATH OF OFFICE** – Officer Leenhouts
- **REPORT OF CITY OFFICERS**
- **CONSENT AGENDA**
 - A. Regular Council Meeting Minutes – July19, 2023
 - B. Claim EFTs & Claims #22592-22598 in the amount of \$47,479.01
 - C. Payroll EFTs & Claims #26364-26368 in the amount of \$28,082.92
- **MAYOR’S MESSAGE**
- **REPORTS OF STANDING/SPECIAL COMMITTEES**
- **PUBLIC COMMENT**
- **OLD BUSINESS**
- **NEW BUSINESS**
 - A. Interview of Applicants for Councilmember Position #2
 - B. Approval of ARPA Funds to Digitize City Records
- **NEXT ORDINANCE #1339; NEXT RESOLUTION #1001**
- **EXECUTIVE SESSION** – RCW 42.30.110(1)(h) – Qualifications of an applicant/candidate for appointment to elective office
- **OATH OF OFFICE** – New Councilmember Swearing In
- **COMMENTS**
- **ADJOURNMENT**

OATH OF OFFICE – Mayor Agliano administered Oath of Office to Officer Leenhouts.

REPORT OF CITY OFFICERS

Fire Chief Baker – the Department ran 73 calls for July: 26 EMS in the City, 1 downed power line, and 2 vegetation fires.

As the Department holds open houses through the fall, please stop by and learn more about the Department, meet the volunteers, get information on the ballot item needed for funding and have a cup of coffee.

The second ambulance will go into service tomorrow.

City Planner Kovach – permits have been received for two new single residences and one structure remodel. Some new legislation has passed, HB1337. The City has until 2027 to incorporate these changes into the zoning code. Also, working with Volunteer Code Enforcement Officer Ross, 3 stop work orders and 3 citations have been issued.

Volunteer Code Enforcement Officer Ross – currently has 16 open cases and 27 closed cases. As mentioned, he is working with City Planner Kovach with stop work orders.

Finance Clerk Treasurer Wade – City has new employee for Utility Billing Clerk. Brooke has been moved to Accounts Payable position.

Police Chief Cox – two officers have completed Academy and are currently on FTO: Officer Rowland has one week left and Officer Leenhouts will be complete around mid-October. The Department will hold interviews for Officer position next Tuesday. A lot of vehicles were tagged this week for removal. If your vehicle is tagged and you can not remove within 24 hours, please make contact with the Department to avoid a possible tow.

CONSENT AGENDA

M/Bryson, S/Rushton; to accept the consent agenda as presented with the following changes: New Business (A) will be carried over to next meeting along with the Executive Session and Oath of Office for new councilmember position. **Motion carried unanimously.**

Mayor Agliano asked that Councilmembers Woodhouse and Taylor be excused. **M/Bryson, S/Rushton**; move to excuse Councilmembers Woodhouse and Taylor from this evening's meeting. **Motion carried unanimously.**

MAYOR'S MESSAGE

Office Staff and Councilmembers DuPuy and Bryson will attend accounting training. It is nice to have the Office back to full staff.

REPORTS OF STANDING/SPECIAL COMMITTEES

Councilmember Bryson for the Creative District: Next meeting is August 24th. They are waiting on the MOU to be returned from the City. Progress is being done to assimilate the information that is required by the State.

Economic Development Committee: next meeting is tomorrow at 1:00 PM. Guest speakers will be from the Grant County Economic Development Committee.

Policy Committee: Judith Gorman reported that the committee has reviewed the drafted 1078 ordinance and it has been sent to the City Attorney for review. Councilmember DuPuy said they are also reviewing the junk vehicle removal process.

Lake Conservancy: Judith Gorman reminded everyone that the public comment period for the ORW is in progress. Anyone can participate and the link is posted on their website. Volunteers are available to help anyone needing assistance with leaving a public comment for the ORW at the Senior Center on Fridays and Saturdays. You may also get help at the library.

Representatives from the DOE will be at the Senior Center on September 19th to take public comments in person. A link to the public comment site will be posted on the City's website also.

Prevention Coalition: Mayor Agliano reminded everyone that the Coalition needs at least 100 surveys to be completed to qualify them for continued funding. The Coalition works within the community by providing resources to deter substance abuse in our youth population. A link to the survey will be posted on the City's website.

PUBLIC COMMENT

Rose Cornett, 120 3rd Ave SE – She wanted to commend Public Works workers for cleaning out the storm drain by her residence and would like to see continued maintenance around the area. She also wanted to know if the fire hydrant that was removed would be replaced. Chief Cox said it will be replaced across the street from it's original location.

Fred Slipper, 116 Fir St N – Asked the Mayor to review the process for applying for Councilmember open position #2 since this item was removed from the agenda. The Mayor explained that letters of interest will be accepted until Wednesday, August 9th. Letters will be sent out to Councilmember's for their review in the Council Agenda Packet. At the next meeting, those that submit letters will be interviewed. Then Councilmembers will attend an Executive Session to discuss candidate qualifications. Action can be taken to appoint a Councilmember to position #2 and the oath of office can be administered at that time.

Peter Sharp, 65 2nd Pl SE – Congratulated Officer Rowland for graduating Academy.

OLD BUSINESS

None

NEW BUSINESS

- A. Interview of Applicants for Councilmember Position #2 – item will be brought back to next council meeting since no letters of interest were received.
- B. Approval of ARPA Funds to Digitize City Records – M/Rushton, S/Bryson; to approve ARPA funds to bring us current in the digitizing of our records. After discussion by Councilmembers, Councilmember Rushton amended her motion to include not to exceed \$8000.00. **M/Rushton, S/Bryson**; to approve ARPA funds to bring us current in the digitizing of our records not to exceed \$8000.00 at this time. **Motion carried unanimously.** After archivable records are received at the State Archives in Ellensburg, a more accurate quote can be obtained and will then be shared with Council.

Next Ordinance #1339; Next Resolution #1001

COMMENTS

Councilmember Wellein thanked everyone for coming to the Luau at McKay's. He thanked Councilmember DuPuy for his help with the pergola. He informed Council that McKay's chose an architectural firm to start the expansion/remodel that is planned for near future development.

Councilmember DuPuy commented that it was nice to have a Public Works update included in the agenda packet. He then introduced the new Soap Lake School Superintendent, Aaron Chavez. He and his family are coming from the Spokane area where he last worked in the area's alternative schools. Before that, he worked in the ACH school district so he is familiar with this area.

ADJOURNMENT

M/Rushton, S/Bryson; move to adjourn at 6:12 PM. Motion carried unanimously.

Michelle Agliano, Mayor

Jody Siebert, Administrative Assistant