

MOSES LAKE CITY COUNCIL
March 13, 2018

CALL TO ORDER:

The regular meeting of the Moses Lake City Council was called to order at 7:00 p.m. by Mayor Liebrecht in the Council Chambers of the Civic Center, 401 S. Balsam, Moses Lake, Washington.

ROLL CALL:

City Clerk Debbie Burke called the roll. The following were present:

Mayor Liebrecht, Deputy Mayor Curnel, Council Members Myers, Jackson, Riggs, and Leonard. There is currently one vacant position.

PLEDGE OF ALLEGIANCE:

Captain Williams led the Council in the pledge of allegiance.

SUMMARY REPORT:

CITY MANAGER'S REPORT

New City Employee Introduction. City Manager John Williams introduced Carlos Salazar who has been hired to fill the Director of Human Resources position.

Council Pay Dates. Council payroll is currently processed one time per month as a stand-alone payroll. Staff proposed to process payments two times per month in conjunction with the regular payroll periods. Council concurred to have two pay dates each month.

Council Vacancy. Due to the recent resignation of Council Member Mike Norman, the Council will need to establish the procedure and content of the application form in accordance to the Governance Policy. A draft application was distributed to Council at the meeting. Council concurred to use the application with a modification to the question about interest of the position and establishing an application due date of Monday, March 30, 2018 at 5:00 p.m. Council will determine the interview forum and questions at their March 27th meeting.

CITIZEN'S COMMUNICATIONS

LODGING TAX GRANT

Anne Fisher, 2225 S Crestmont Dr, Moses Lake, provided an update on the Chamber of Commerce Freedom Festival event being partially funded through the Lodging Tax program and distributed advertisement flyers to the Council. The event will be held July 7th and 8th at McCosh Park.

CHAMBER SIGN

Jackie Kule, 1214 Arlington Dr, Moses Lake, commented on the deteriorated sign located at the Chamber of Commerce building and shared a book on ways to grow your community.

CONSENT AGENDA

- #1
- a. Meeting minutes dated February 27, 2018.
 - b. Claims in the amount of \$495,252.59; prepaid claim checks in the amount of \$97,694.79; claim checks in the amount of \$771,595.54; and payroll checks in the amount of \$359,143.51.
 - c. Claims Agent Designation Resolution 3720
 - d. Sun Terrace Easement Resolution 3721
 - e. Boeing Water Service Easement Resolution 3722

Action taken: Deputy Mayor Curnel moved to approve Consent Agenda items a through e, second by Council Member Jackson. The motion carried 6 – 0.

CONTINUED BUSINESS

#2 Ordinance 2891 – Amend MLMC 10.12 Parking Regulations

The proposed amendment will delete the “No Parking” requirement for the Grant Transit Authority (GTA) on Fourth Avenue. City Clerk Debbie Burke read the ordinance title into the record.

Action taken: Council Member Leonard moved to adopt Ordinance 2891, second by Deputy Mayor Curnel. The motion carried 6 – 0.

NEW BUSINESS

#3 Ordinance – Amend MLMC Chapter 10.18 Off-Road Vehicles & WATV’s

Council requested a one-year update when the regulation was adopted in 2017. With no reported enforcement incidents, the only proposed change from the Police Department is to add a helmet requirement for youth. Resident Derek Smith spoke in favor of the amendment and pledged a donation of \$2k for signage. Council discussion ensued. 1st presentation of the ordinance. No action taken.

#4 Ordinance – 1st Quarter Budget Amendment

The proposed budget amendment is a combination of 2017 programs being carried forward, correction of errors, as well as new grants and Council initiatives since the 2018 budget was set. 1st presentation of the ordinance. No action taken.

#5 Ordinance – Amend MLMC Chapters 1.12, 2.10 and 2.12 Finance Director and City Clerk Duties

The amendment will separate the positions of Finance Director and City Clerk and eliminate the duplicate designation of Claims Agent. 1st presentation of the ordinance. No action taken.

#6 GTA Bus Stop Sign License Agreement

GTA was authorized to install eleven signs without an agreement in 2009. The current agreement will establish indemnification for their current request to install 97 signs in the right-of-way for transit stop locations. A revised agreement was presented to the Council at the meeting.

Action taken: Council Member Myers moved to authorize the City Manager to execute the GTA Bus Stop Sign License Agreement, second by Deputy Mayor Curnel. The motion carried 6 – 0.

#7 Review MLMC 2.50 Airport Commission

Council Member Jackson requested the 1994 ordinance be presented for review due to recent discovery of ambiguous content. City Attorney Kenison explained that the ordinance was poorly drafted and does not clearly state the residency required by state statute for the members of this advisory commission. Council and staff discussion ensued.

Action taken: Council Member Leonard moved to have staff present an amendment to MLMC 2.50.010 to be consistent with the state statute by requiring residency, allow for ex-officio members and allow existing non-resident members to finish their appointed term as ex-officio members on the Airport Commission, as well as add ‘if minutes are taken’ to MLMC 2.50.030, second by Council Member Jackson. The motion carried 6 – 0.

ADMINISTRATIVE REPORTS

Finance Director Cindy Jensen plans to have the Year End Financial report presentation to Council at the next Council Meeting. She also advised that the fee for recycling is going to double, details will be included in the City Manager’s weekly report to Council.

Parks Director Spencer Grigg is working with the Moses Lake School District to establish a formal Joint Use Agreement for recreation activity space.

Deputy City Manager Gil Alvarado has met with consulting firms regarding establishing impact fees. The Spokane Home Builders Association Director of Government Affairs was in attendance when this was discussed at the Planning Commission Meeting, he met with staff and a representative from the local development community yesterday.

City Manager John Williams advised that a new Public Records Policy has been drafted to incorporate changes by the legislature to allow additional fees when processing requests electronically that were also adopted by Council Resolution on February 27th.

COUNCIL COMMUNICATIONS AND REPORTS – no action taken.

EXECUTIVE SESSION

Mayor Liebrecht called an Executive Session at 8:25 pm to be held for 15 minutes pursuant to RCW 42.30.110(c) to consider the minimum price at which real estate will be offered for sale and advised that there will be no action to follow.

ADJOURNMENT: The regular meeting was adjourned at 8:40 p.m.


Karen-Liebrecht, Mayor

ATTEST


Debbie Burke, City Clerk