

MOSES LAKE CITY COUNCIL – SPECIAL MEETING
Wednesday, January 5, 2022

CALL TO ORDER

The meeting was called to order at 6:00 p.m. Special notice for remote attendance was posted on the meeting agenda.

ROLL CALL

Present: Council Members Martinez, Myers, Fancher, Eck, and Hankins. Council Member Madewell attended remotely and Council Member Swartz arrived at 6:05 p.m.

2022 WORK PLAN UPDATE

Human Resources Director Shannon Springer is working on a comprehensive leadership training program for management and will identify mandatory trainings for all employees. The HR Department will continue to improve the standards for onboarding new hires, negotiate new union contracts, establish a citywide safety committee, and strengthen processes for recruitment.

Interim Finance Director Gail Gray will assist in hiring a new department director, oversee rebuilding of accounting functions, monitor utility billing software transition, manage state audits, and assist with establishing financing for the police station remodel and water/sewer projects.

Police Chief Kevin Fuhr plans to continue his leadership on 2020 legislative reform, develop a regional training hub, establish a law enforcement ongoing training accreditation plan, strengthen community outreach, and initiate the police station remodel. Council Members were invited to sign up for a ride-along to observe the workday of a police officer.

Fire Chief Brett Bastian summarized the staffing levels and needs for succession planning, they are developing a standard of coverage needs assessment for facilities and equipment, preparing for a visit from the Washington State Survey and Ratings Bureau, and implementing a regional haz mat team with fire districts in neighboring counties. Council Members were also invited to sign up for observations with the workday of a firefighter.

Parks, Recreation, and Cultural Services Director Susan Schwiesow is working on completing the department's Comp Plan and Creative District Plan, and coordinating with other departments for construction of the new Larson Recreation Center. The department plans for two playground replacements, one ballfield renovation, sports tournaments, museum grants, a mobile sports programs grant, and tree plantings for the 40th celebration of the Yonezawa Sister City relationship.

Community Development Department information was covered by City Manager Allison Williams. The new Comp Plan will be implemented, the Shoreline Master Plan will be updated, there is a need to grow the Code Enforcement staff to educate the public, staff will continue to improve solutions for the homelessness Housing Program and establish a new Permit Center in the lobby of the current space shared with Engineering staff.

Municipal Services Director Dave Bren is working with Comm Dev on the online permit portal, improving reporting to the community on capital projects, updating the System Plans for

infrastructure, reorganizing engineering staff, and searching for a replacement to recently retired Public Works Superintendent Mike Moro.

City Attorney Katherine Kenison reviewed the Council-Manager form of government regulated under RCW 35A, division of legislative, executive, and judicial branches, the roles for each branch of government, as well as when there is need to engage with outside counsel.

Administrative Services Manager / City Clerk Debbie Burke summarized goals for IT staff being to continue implementations of new software, creating a two factor security login, server and internet updates, supporting the continuity of operations when the Larson Rec Center opens and during the police department remodel, new classroom training for employees, and maintaining an accurate equipment inventory and replacement program.

City Manager Allison Williams reviewed the City’s Mission, Values, and implementation of the updated Comprehensive Plan. A few housekeeping items that will need to be addressed with the current Council: start time for study sessions, budget amendment to consider Council requesting City cell phones, tradition of Mayor’s oath of office, and Council Committee assignments. Council concurred to have meeting packets distributed on Thursdays and to have larger items available to review in advance of the full meeting packet.

EXECUTIVE SESSION

City Attorney Katherine Kenison called an Executive Session at 7:30 p.m. to discuss litigation for 15 minutes pursuant to RCW 42.30.110(1)(i). The session was extended for 15 minutes.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.



Mayor Dean Hankins

Dean Hankins, Mayor

ATTEST *Debbie Burke*
Debbie Burke, City Clerk

Signature Certificate

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Debbie Burke Email: dburke@cityofml.com Shared via link Sent: 27 Jan 2022 18:09:34 UTC Viewed: 27 Jan 2022 21:08:39 UTC Signed: 28 Jan 2022 01:36:04 UTC		 IP address: 63.135.54.162 Location: Moses Lake, United States

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