

Regular Council Meeting of December 20, 2022

Present were: Mayor Neal, Councilmembers Naillon, Marthaller, Werner and Moser; Councilman Hart attended via speakerphone. Absent: None.

Meeting called to order at 7:00 pm by Mayor Neal. Pledge of Allegiance given. Copies of the December 6th council meeting minutes were read and approved.

Public Hearing on the 2023 Budget Adoption Ordinance #928. Review of ordinance. Total 2023 budget is \$9,685,200.00. Motion by Marthaller, second by Werner to adopt the 2023 Budget Ordinance #928; motion carried.

Industrial Park Building Lease with Veranda Beach Homeowners Association update given by Clerk Denney. Denney stated that the VBHOA proposed an alternative to the Personal Guaranty in the draft agreement; the VBHOA will provide a bond of \$20,000 towards the performance of duties and obligations under the lease. Denney stated that the proposal was reviewed by Mayor Neal, City staff, the Industrial Park Committee and Attorney Howe; all agreed that the alternative was acceptable. Councilman Naillon stated that the VBHOA will still be required to pay the \$2,500 security deposit and provide a certificate of insurance showing the City as an additional insured, as identified in the lease. Motion by Naillon, second by Moser that Mayor Neal and Clerk Denney be authorized to sign the Industrial Park Building Lease Agreement with the Veranda Beach Homeowners Association on the condition that the \$20,000 bond be submitted; motion carried.

Planner Kurt Danison was present to explain the Critical Areas Updates; Letter of Transmittal, Title 18 Updates, Comp Plan – GMA Updates and SEPA Checklist were sent out for review prior to the December 6th meeting and Danison wanted to discuss the updates in person. In connection with the overall update of the Comp Plan, Planner Danison wanted to thank City staff for responding so quickly on the Facilities portion of the Comp Plan. Danison explained the background for the needed CAO updates and went through draft updates from the Comp Plan, Maps and the Critical Areas Update Checklist. Danison stated that adoption will take place after the 60-day review period; looking at January/February timeframe for adoption. Council thanked Danison and the Planning Commission on their work on the updates.

Okanogan County Transit Authority proposed Draft Franchise Agreement for bus shelter construction in the spring reviewed by Council; Councilmembers had no suggested changes to the draft. Clerk Denney to notify Trango General Manager Brent Timm.

Police Clerk Rounds vacation buyout request further discussed by Chief Langford; letter from Rounds was provided to the Council. Councilman Naillon questioned if hours go back to the November 2020 buyout that was approved due to staff shortages; Chief Langford was unable to determine if the time is tied to that time period. Clerk Denney stated that Rounds had taken 26 hours of vacation time during the last pay period and brought her balance down to 341.5; Rounds will accumulate 8.5 hours during the next pay period and her letter states that she will be taking time off in January. Council determined that no action will be taken.

2023 – 2025 Petroleum Products Bid Opening. Two bids were received and opened by Superintendent Thompson; bids received from Coleman Oil and CO-Energy. Due to the discrepancy in bid prices, award tabled to the January 3rd meeting to allow Superintendent Thompson time to clarify bids submitted.

Transportation Improvement Board (TIB) Award letter received for improvements on Ironwood Street from 12th Avenue to 17th Avenue; review of Award Letter, Fuel Tax Grant Agreement and Project Funding Status Form. Project explained by Superintendent Thompson; project to take place in 2024. Motion by Naillon, second by Moser that Mayor Neal be authorized to sign the funding status form and fuel tax grant agreement; motion carried.

Xerox Non-Appropriations Amendment received for the recently approved copier lease for the Police Department; Clerk Denney stated that the agreement protects the City in the event that funding is not available to continue the lease. Motion by Werner, second by Marthaller that Clerk Denney be authorized to sign the amendment; motion carried.

Request received from NCW Librarian Heather Burnell that a handicap parking space and a 15-minute parking space be designated on Appleway for library patrons; Superintendent Thompson explained where the spaces should be located. Discussed that an ordinance is needed to designate the spaces; request tabled to the January 3rd meeting to allow staff time to provide an ordinance for Council approval.

Councilman Marthaller requested that the \$250 registration fee for Heather Marthaller to attend the IACC Conference be reimbursed to the Marthaller's out of the Planning Commission travel budget; Mayor Neal reminded the Council that pre-approval is required. Clerk Denney stated that the Planning Commission travel budget is \$500 and further explained that the process for attendance to conferences by PC members is for the PC to determine who will attend and request Council approval prior to attendance; as the Marthaller's attendance was last minute, an opportunity for prior approval was not an option. Councilman Naillon asked if the Planning Commission had approved Heather Marthaller's representation of the PC; they had not due to the short notice of the conference. Councilman Naillon would like to know the percentage of Planning Commission related topics at the IACC Conference to possibly allow that portion of the registration fee to be reimbursed; Clerk Denney to look into. Request tabled until more information is received.

2023 Mayor Selection. Mayor Neal stated that Councilman Naillon is Mayor Pro-Tempore and recommended that he serve as Mayor effective January 1st. Naillon stated that he is willing to serve with the full support of Council and would be honored to be selected; discussion. Councilman Naillon selected to serve as Mayor effective January 1st.

Mayor Neal stated that representatives will need to be selected for Trango and OCOG, as he currently sits on both boards. Discussion on requirements for each. Councilman Moser to serve on Trango and incoming Mayor Naillon will serve on OCOG.

Discussion on Council vacancy in 2023; letters of interest to be submitted before the January 17th meeting. Clerk Denney to advertise and have the notice posted on the City's website.

Motion by Naillon and second by Werner the vouchers \$68,451.96, #31426-31452, DOR-EFT1, be paid, the December 15, 2022 payroll of \$48,050.23, #31410-31421, Direct Deposit Run, EFT #202250-202251, be approved and the meeting be adjourned at 8:02 pm. Motion carried.

Minutes approved _____

Mayor

Clerk