

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, October 10, 2018

ROLL CALL AND FLAG SALUTE Councilmembers Richey, Huff, Heller, Blankenship and Iversen were in attendance.

ABSENT None.

STAFF PRESENT Present at the meeting were Director of Public Works Todd Baun, Clerk-Treasurer Wendy Collins, Police Chief Steve Blumer and Attorney Chris Coker.

PUBLIC HEARING The Public Hearing on revenue sources opened at 6:31 PM. No questions or comments were made. The hearing closed at 6:31 PM.

The Public Hearing on the Property Tax Levy opened at 6:31 PM. No questions or comments were made. The hearing closed at 6:32 PM.

VOUCHERS Accounts Payable checks approved were 44916 - 44969, including EFT's, in the amount of \$67,389.91 and 44970 - 45034, including EFT's, in the amount of \$221,536.35.

Payroll checks approved were 44912 - 44993, including EFT's, in the amount of \$170,815.18.

Bank reconciliation for September 2018.

It was moved by Councilmember Richey, seconded by Councilmember Heller to approve the vouchers. Motion Carried 5-0.

MINUTES APPROVED **It was moved by Councilmember Iversen, seconded by Councilmember Huff to approve the minutes from the meeting held on September 12, 2018. Motion Carried 5-0.**

PUBLIC COMMENTS Sue Portschey spoke on behalf of Sherrie Hamilton, resident of Rainbow Park Apartments. She has concerns regarding the absence of signage at Rainbow Park for the blind residents that live there and like to walk around the park. Mayor Orffer asked Todd Baun if that is something he could look into and he confirmed he would check into signage.

MAYOR COMMENTS Mayor Orffer stated the staff has been working on the budget. She has been continuing to meet with business owners and local people. She thanked Mayor Pro Tem Huff for covering for her while she was out of the country.

CITY ATTORNEY REPORT Chris Coker provided a written report.

DIRECTOR OF PUBLIC WORKS REPORT Todd Baun provided a written report. He provided a copy of a notice from the State Cannabis and Liquor Control Board informing the city of an operation planned for a location approximately four-miles outside the city limits. He added that this won't affect McCleary.

POLICE CHIEF REPORT Chief Blumer provided a written report for the Council. He reported he received a grant award for two ballistic vests.

The City seized a vehicle and the owner signed it over to the City so they wouldn't have to pay the associated fees. The vehicle will be sold as surplus.

The City received three applicants for the entry level officer. The Chief will be performing agility testing in two-weeks.

MUSEUM DISCUSSION Last month, the City Council determined replacing the roof on the museum was not the route to go. Wendy, Todd, Mayor Orffer and some people around town got together and came up with some ideas that might help the museum. Linda Thompson is the new President of the Historical Society. She spoke with Wendy this morning and shared that the whole new board is excited about moving forward with the possibility of the church being a new museum site. The McCleary Methodist Church has offered to house museum items in their upstairs rooms. She asked Todd if the current museum is still safe for people to walk through and Todd said it is fine for now. Linda directed the church to contact the city directly. Sue Portschey said everyone on the church board is in favor of this and is excited and supportive of the idea.

Mayor Orffer wanted to thank everyone involved with the Historical Society, the museum, and everyone involved with the Methodist Church for thinking outside the box, for Wendy who happened to be in the conversation and started to connect some dots. She also thanked the City Council for making a difficult decision on behalf of the City of not re-roofing the museum. It's really fun to see collaboration taking place. Linda Thompson added that Joy, Brycen and Wendy all attended the Historical Society meeting and the members really appreciated that. She said there is talk about it also becoming a visitor center along with the museum and they are all excited about that, as well. Mayor Orffer will have the appropriate people check the building to see what condition it is in and what work it might need.

LEMAY RATE INCREASE

Lemay met with the city regarding their annual fee increase. The city-wide clean-up has a fee included in the garbage cost. To cover the whole clean-up cost, and assist in code enforcement clean-up cost, Todd suggested adding twenty-five cents to the increase to cover those costs. The Council agreed to the extra cost. Todd will have Lemay update their rate sheet and will bring it back to the Council at the next meeting.

CCAP AGREEMENT

It was moved by Councilmember Iversen, seconded by Councilmember Huff to authorize the Mayor to sign the annual agreement with Coastal Community Action Program (CCAP). Motion Carried 5-0.

ITRON ANNUAL AGREEMENT

It was moved by Councilmember Iversen, seconded by Councilmember Huff to authorize the Mayor to sign the annual agreement with Itron for meter services in the amount of \$2,559.59. Motion Carried 5-0.

BIAS AGREEMENT

It was moved by Councilmember Richey, seconded by Councilmember Iversen to authorize the Mayor to sign the annual agreement with BIAS Software as presented. Motion Carried 5-0.

SHORELINE INTERLOCAL AGREEMENT

It was moved by Councilmember Blankenship, seconded by Councilmember Huff to authorize the Mayor to sign the Shoreline Interlocal Agreement for the purchase of Scott SCBA and equipment. Motion Carried 5-0.

PARK PLAYGROUND GRANT

Todd Baun reported the City applied for a grant for playground equipment and was awarded a grant up to \$20,000. He provided three examples of playground equipment for consideration. The purchase must be made by October 31, 2018. The City match will be approximately \$25,000 to \$26,000. Todd prefers the Rockaway style. Councilmember Richey is going to take it to his daughter's classroom to get the children's perspective. Councilmember Heller has concerns about spending money on playground equipment because the park sidewalk has hazardous issues and he has received complaints from the community. Todd Baun stated he has money in the 2019 budget for sidewalk repairs. Councilmember Richey really wants to see a swing set added to the park equipment. Todd stated they are very expensive. Councilmember Richey asked if we could look into a swing set because our current one is in terrible shape and it would be nice to purchase a new one, especially since we are getting other new equipment. **It was moved by Councilmember Huff, seconded by Councilmember Iversen to accept the grant with matching funds for playground equipment. Motion Carried 5-0.**

DRAFT BUDGET

The Council scheduled a workshop for October 27, 2018 from 9:00 am - 10:30 am. Councilmember Blankenship asked about the reserve funds and how to keep a replacement fund separate from the reserve fund. Mayor Orffer stated Wendy has been looking into this and has received confirmation she can create a separate equipment replacement fund for police, fire, park, cemetery and the utility funds.

ORDINANCE 843, AMENDING MMC 13

In 2009, the city stopped taking utility deposits. The municipal code needs to be updated to reflect the elimination of deposits and address current operations. This ordinance is being updated for that reason. **It was moved by Councilmember Blankenship, seconded by Councilmember Richey to adopt Ordinance 843, AN ORDINANCE RELATING TO THE UTILITIES AMENDING TITLE 13 OF THE McCLEARY MUNICIPAL CODE, PROVIDING AN EFFECTIVE DATE AND SEVERABILITY. Roll Call taken in the affirmative. Ordinance Adopted 5-0.**

ORDINANCE 844, INTERFUND
LOAN BETWEEN THE WATER
FUND AND THE CURRENT
EXPENSE FUND FOR FIRE
EQUIPMENT

Todd Baun reported the REED Fund total, which will be used as part of the fire equipment purchase, will lower the need of requesting two loans to cover the overall cost, which was requested at the last meeting. In addition, the actual cost was less than the original quote. Todd recommends one loan for \$65,000 from the water fund since it is in a healthier position than the light and power fund. The Council discussed the options of taking the loan from the water fund or the light and power fund. Councilmember Blankenship prefers taking the loan from the light and power because the water fund has loans against it. Chris Coker added that we have to be careful to not put a fund in jeopardy and the water fund is healthy enough to not be impacted by the loan. Councilmember Iversen stated the water fund has more cash in it. Councilmember Blankenship asked why the water fund doesn't use the extra money in the fund to pay down the outstanding loan.

Councilmember Blankenship asked when the water loans would be paid off. Todd Baun stated one loan would be paid off in 2030 and the other in 2031. Mayor Orffer stated that this interfund loan is temporary and the fund will be getting the money back. If we use the money to pay off a portion of the outstanding debt, the money is gone and the city won't have access to it. Todd added if we use the money to pay off the loan, we won't be able to fund our capital improvements that are planned. Councilmember Iversen asked Wendy Collins what she thought about this and Wendy stated she and Todd have discussed this and she agrees with the loan coming from the water fund. The impact will be minimal and the loan will be paid back very quickly, most likely in two-years, or less. The City is receiving approximately \$69,000 this year for the levy lid lift so it won't take long to pay this loan off. Knowing the water fund has a healthier ending balance, it makes sense to take the loan out of the water fund. **It was moved by Councilmember Richey, seconded by Councilmember Iversen to adopt Ordinance 844, AN ORDINANCE OF THE CITY OF MCCLEARY AUTHORIZING AN INTERFUND LOAN FROM THE WATER FUND TO THE CURRENT EXPENSE FUND TO PROVIDE FUNDING FOR THE CITY OF MCCLEARY FIRE DEPARTMENT FOR THE PURCHASE OF SAFETY AND LIFESAVING EQUIPMENT, AND PROVIDING FOR REPAYMENT. Roll Call taken in the affirmative. Ordinance adopted 4 - 1 with Councilmember Blankenship voting against.**

RESOLUTION 719, BAD DEBT
COLLECTION POLICY AND
REPEALING RESOLUTION 592

Wendy has been working with the Utility Accounts Manager on bad debt collection to give another option other than going to a collection agency. This would put something in place to notify the customer that we will take the appropriate steps toward collection until the final option of filing a lien, if the customer fails to pay the outstanding utility debt. We have had very high outstanding bills left on accounts after a tenant moves out. After a tenant moves out, the process is to put the account back into the landlords name. By having the option of placing a lien on their property, it would give us a way of collecting the money when they try to sell the home and have failed to pay off their tenants past debt. Councilmember Richey asked Chris Coker if they have to go to court after 90-days. Chris is looking into that and believes he would need to do a utility lien on the houses involved. This allows the City to sue on and get a judgement, which sits on the home for ten years. **It was moved by Councilmember Richey, seconded by Councilmember Huff to adopt Resolution 719, A RESOLUTION RELATING TO BAD DEBT COLLECTION POLICY, AND REPEALING RESOLUTION 592. Resolution Adopted 5-0**

Mayor Orffer thanked everyone for their hard work. She stated we have a great team, a great City Council, and it's been a great experience working with each and everyone of them and she appreciates what everyone has contributed.

EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

MEETING ADJOURNED

After no objection, the Mayor moved to adjourn the meeting at 8:05 pm. The next meeting will be Wednesday, October 24, 2018 at 6:30 pm. Motion Carried 5-0.

Approved by Mayor Brenda Orffer and Clerk-Treasurer Wendy Collins.