

**CITY OF PATEROS
COUNCIL MEETING MINUTES
FOR NOVEMBER 21, 2016**

Mayor Anders called the meeting to order at 6:00 p.m. Councilmembers present included Ryan Greene, Christine Perry, Megan Sherrard and George Brady. Adam Fritz arrived at 6:15 pm. Staff present was Jord Wilson, Seth Lopez, Mike Lambert and Kerri Wilson. Community present was: Tracey Price, Richard Markley, Gail Howe Jennings, Ros Jennings, Barb Kincaid, Kris Erlandsen and Chief Keith Zweigle.

CONSENT CALENDAR

Councilmember Sherrard moved to accept payment of checks numbers 27925 to 28023. Voided checks 27967 and 27980. Claim checks total amount of \$291,114.59 and payroll checks total amount of \$36,564.30. Approval of the minutes for the meeting held October 5th & 17th & 24th, November 7, 2016 and approval of the mayor's monthly meeting plan. Seconded by Brady. Motion carried unanimously.

AUDIENCE INPUT:

- Richard Markley with WA State Department of Ecology presented the city with the outstanding performance award for the treatment plant. Plant manager, Mike Lambert was present to receive the award.
- Mayor Howe stated the Christmas lights and banners looked great and thanked the city staff for getting them up so soon.

COMMITTEE REPORTS:

- Perry stated the Fire & Safety Committee met and went over the Volunteer Firefighter Board regulations and Pateros City Ordinance. Committee agreed to meet when the need arises.
- Perry stated that Councilman Fritz and she met with the Street Committee to go over the Snow Removal Plan and Policy.

CITY REPORTS

Police: Report was submitted in council packets.

Fire Chief, Keith Zweigle: Chief Zweigle reported it was quiet this last month with only a few mutual aid calls with Brewster. Training continues for the department with a high attendance of volunteers involved. Chief Zweigle updated council that he would be attending the National Fire Academy in Maryland in February 2017. Pateros Volunteer Firefighters Association paid for his airfare and hotel, meals and transportation would be paid by the city.

Mayor's Report: Mayor Anders stated she attended the OCCAC, IACC and AWC trainings this month. She attended several meetings at city hall on different projects. She also worked with Clerk Wilson on the budget and met with Mayor Howe. Report was handed out to council.

Long Term Recovery: Anders stated they received \$14,000 grant from NCW Community Foundation and informed public of the Give Now campaign trying to raise \$30,000.

School: In continued communication with Lois Davis on upcoming projects in the city and working with school employees.

City Administrator: Jord Wilson submitted a report in packets for council. His report consisted of updates on grant projects, public works, parks and training.

Clerk-Treasurer, Kerri Wilson:

- General Fund Revenues & Expenditures were on track.
- Hotel Motel Revenues are higher than last year at this time
- Sale & Use Revenues closed \$11,224.44 higher than last year at this time.
- Property Tax Revenues are on track
- Staff/Council Christmas Potluck will be held at the Pateros Fire Hall December 12, 2016 at 6pm.

PUBLIC HEARINGS:

- **Ordinance 741-2016 Budget Amendment:** Mayor Anders opened the public hearing on the 2016 Budget Amendment at 6:30pm. No public comments. Public hearing closed at 6:31 pm.
- **Resolution 2016-29 2017 Fee Schedule:** Mayor Anders opened the public hearing on the 2017 Fee Schedule at 6:31 pm. Former Mayor Howe asked what changes for the coming year. Clerk Wilson stated that the CPI was at 2.1% so as per Pateros Municipal Code, Water & Sewer rates will raise 2.1% and Business licenses will also increase for 2017. No further comments. Public hearing closed at 6:33 pm.
- **Ordinance 742- 2017 EMS, Property Tax and Budget:** Mayor Anders opened the public hearing on the 2017 EMS, Property Tax and Budget at 6:33 pm. No public comments. Public hearing closed at 6:34 pm.

ORDINANCES AND RESOLUTIONS:

- **Ordinance #741 2016 Budget Amendment:** Perry moved to adopt Ordinance 741, amending Ordinance 740 by changing the 2016 budget appropriations for the Hotel/Motel Fund and Street Fund,. Seconded by Brady. Motion carried unanimously.
- **Resolution 2016-29 2017 Fee Schedule:** Greene moved to approve Resolution 2016-29, a resolution setting the fees for the year 2017 with the understanding that the garbage charges will be adjusted in May of 2017. Seconded by Sherrard. Brady asked about outside the city limit water rates. Clerk Wilson stated that council would need to address the ordinance and decide how to move forward. Motion carried unanimously.
- **Ordinance #742 EMS Tax:** Sherrard moved to adopt Ordinance #742, determining and fixing the amount of EMS Tax to be levied for the year 2017 and establishing an effective date. Seconded by Perry. Motion carried unanimously.
- **Ordinance #743 Property Tax:** Brady moved to adopt Ordinance #743, an ordinance fixing the amount for the property taxes upon all taxable property, both real and personal, within the City of Pateros for the year of 2017 and providing for an effective date and double checking with the county on amount of property tax. Seconded by Greene. Motion carried unanimously.
- **Ordinance #744 2017 Budget:** Greene moved to adopt Ordinance #744, an ordinance adopting a budget for the year of 2017 for the City of Pateros in the amount of \$7,174,276. Seconded by Fritz. Brady asked about the Rural Development Loan and why it wasn't in the budget. Clerk Wilson stated all the grant money had to be used first before the RD Loan. If all grant money is expended before the end of 2017, a budget amendment would be done for the RD Loan. Motion carried unanimously.
- **Resolution 2016-29 Downtown Business Plan:** Brady moved to adopt Resolution 2016-21, a resolution adopting the Downtown Business District Plan as a guide to the

redevelopment of the Central Business District of Pateros. Seconded by Perry. Brady stated this was previously tabled and that some changes were made. Motion carried unanimously.

OTHER BUSINESS:

- **Snow Removal Plan/Policy:** The street committee met and reviewed the draft of the Snow Removal Policy and Response Plan. This plan has been submitted to the city attorney for review and to amend current city code to incorporate the policy/plan. Ordinance will be ready by December or January council meeting. .
- **Land Acquisition:** The city was looking at vacant land at 101 Edna for a potential well site. The city had the property appraised and also reviewed the assessed value. Mayor Anders and City Administrator Wilson met with the land owner and come settled on an amount of \$20,000 with city paying closing costs. **Perry moved to have the city attorney draw up the Land Purchase & Sale Agreement for Parcel #2310040100 in the amount of \$20,000 with city paying closing costs and authorize the mayor to sign all documents. Seconded by Sherrard.** Motion carried unanimously.

ADJOURNMENT: The next regular council meeting will be December 19, 2016 at 6:00 p.m. There being no further business before the City Council, Brady made a motion to adjourn at 6:56 pm.; seconded by Sherrard. Motion carried unanimously.

APPROVED:

Carlene Anders, Mayor

ATTEST:

Kerri Wilson, Clerk-Treasurer