

**CITY OF PATEROS
COUNCIL MEETING MINUTES
FOR NOVEMBER 19, 2018**

Mayor Anders called the meeting to order at 6:00 p.m. Councilmembers present included Christine Perry, George Brady, Mike Harding, Holly Bange and Megan Sherrard. Staff present was Kerri and Jord Wilson. Community present was Fire Chief Zweigle and Ben Varela

CONSENT CALENDAR

Councilmember Bange moved to accept payment of checks numbers 29997 to 30086. Voided check 29942. Claim checks total amount of \$283,132.41 and payroll checks total amount of \$38,809.64. Approval of the minutes for the meeting held October 15, 2018 and approval of the mayor's monthly meeting plan. Seconded by Sherrard. Motion carried unanimously.

AUDIENCE INPUT:

COMMITTEE REPORTS: Sherrard stated the Planning Committee met twice and revisited the zoning codes within the city as part of updating the city's Comprehensive Plan. City Planner, Kurt Danison will be submitting the final document for council to review. Perry stated the Parks Committee met and discussed the conceptual design for the down town well house. Committee also approved a memorial tree planting application remembering Amanda Carlson.

CITY REPORTS

Police: Report was submitted in council packets.

Fire Department: Fire Chief Zweigle stated the department had responded to 80 calls to date. Six motor vehicle accidents and three wildland calls. Zweigle reminded council that the fire department will be transporting Santa/Ms Claus for Christmas in the City on December 7, 2018. Thursday night is still training night. Zweigle stated he has been working closely with Clerk Wilson on the budget and is getting quotes to replace some of the fire hoses. Zweigle is still working on information for one of the fire engines to be used for State Mob. He asked Clerk Wilson to check with city insurance about only having one engine at home base for calls if the other engine is being used for State Mob.

Mayor's Report: Mayor Anders reviewed her report that was submitted to council. Mayor Anders stated the IRIS summit was a success with approximately 130 registered attendees. Anders also thanked Councilwoman Bange for her attendance at "Make a Difference Day". Anders stated it was also a success. The mayor thanked Apple Pie Jamboree for their donation to the Fire Department so they could purchase small gifts for the kids for Christmas in the City. Anders stated AWC nominated her to on the E911 Advisory Board beginning in November and the schedule is included in the mayor report.

Council Reports: Brady, Bange and Sherrard attended the IACC in Wenatchee. All of them stated the conference was excellent. Brady stated he also attended the CERB board meeting in Olympia and had the opportunity to discuss the housing situation in the city.

Long Term Recovery: Anders stated they had two home dedications and they also said goodbye to the CPS as they are moving on to Texas for recovery efforts.

School: The IRIS summit was held this year at the Pateros School.

City Administrator: Jord Wilson submitted a report in packets for council. Wilson went over all the projects from water, sewer, parks and streets. Wilson informed council that the city received

another TIB grant to chip seal a portion of Ives Street to Stadium Way to North Street in the amount of \$62,906. Brady asked if this would address the issues on Ives above the school. Wilson stated “no” that it was not included in this project. Wilson stated PW is still down an employee and Doug would not be able to help with plowing. It was discussed with the Finance Committee and the mayor about hiring a part time employee. Wilson feels an on call employee would be more beneficial on an as needed basis. An advertisement will be going out for this position. Wilson also stated that he would be updating the community on the water project and snow plowing response in the utility billing.

Clerk-Treasurer, Kerri Wilson:

- General Fund Revenues & Expenditures closed on track.
- Hotel Motel Revenues are higher than last year at this time.
- Sale & Use Revenues are \$16,379 higher than previous year at this time
- Property Tax Revenues are \$6370 higher than last year.
- Christmas in the City is scheduled for December 7, 2018 in Memorial Park.
- City Christmas Potluck for staff, council, fire chief and family will be December 17th at 6:00pm.
- Clerk Wilson informed council of the notification from Dept of Ecology that our loan has been paid in full.

PUBLIC HEARING:

- **Mayor Anders opened the public hearing on the 2019 Fee Schedule at 6:48 pm. No public comments. Public hearing closed at 6:52 pm.**
- **Mayor Anders opened the public hearing on the 2018 Budget Amendment at 6:53 pm. No public comment. Public hearing closed at 6:54 pm.**
- **Mayor Anders opened the public hearing for the 2019 EMS Tax, Property Tax and Operating Budget. No public comments. Public hearing closed at 6:55 pm.**
- **Mayor Anders opened the public hearing on establishing a Transportation Benefit District. No public comment. Public hearing closed at 6:57 pm.**

ORDINANCES AND RESOLUTIONS:

- **Resolution 2018-33 2019 Fee Schedule: Sherrard moved to adopt Resolution 2018-33, a resolution approving the 2019 Fee Schedule with the understanding that garbage rates would increase in May 2019. Seconded by Bange.** Mayor Anders stated the Planning Committee requested the 30% additional charge be enforced on all out of city limit connections. A fee for nightly rental inspections was also recommended and added to the fee schedule. Motion carried unanimously.
- **Resolution 2018-34 Narcotic Task Force: Bange moved to approve Resolution 2018-34, a resolution agreeing to the terms of the operational agreement with the NCW Narcotic Task Force and pay a participation fee of \$2300 for the year 2019 and authorize the mayor to sign all documents. Seconded by Perry.** Sherrard asked why the Narcotic Task Force was not present for council questions. Wilson stated she asked a member of the Sheriff Department to attend council tonight for questions. She will reach out again for someone to be present at December council meeting. Motion carried unanimously.

- **Resolution 2018-35 Erlandsen Contract:** Brady moved to adopt Resolution 2018-35, a resolution agreeing to the terms of the updated professional service agreement between Erlandsen & Associates and the City of Pateros and authorize the mayor to sign all documents. Seconded by Bange. Motion carried unanimously.
- **Ordinance 764 EMS Tax:** Harding moved to adopt Ordinance 764 determining and fixing the amount of Emergency Medical Service Taxes to be levied for the year 2019 and establishing an effective date. Seconded by Perry. Motion carried unanimously.
- **Ordinance 765 Property Tax:** Sherrard moved to adopt Ordinance 765 fixing the amount for the Property Taxes upon all taxable property, both real and personal, with the City of Pateros for the year of 2019 and providing for an effective date. Seconded by Brady. Motion carried unanimously.
- **Ordinance 766 2019 Budget:** Harding moved to adopt Ordinance 766, an ordinance adopting a budget for the year of 2019 for the City of Pateros in the amount of \$6,6061,773. Seconded by Bange. Motion carried unanimously.
- **Ordinance 767 Budget Amendment:** Brady moved to adopt Ordinance 767, an ordinance of the City of Pateros amending Ordinance 758 by changing the 2018 Budget appropriations for the General Fund, Cumulative Reserve Fund and the Hotel/Motel Fund. Seconded by Perry. Motion carried unanimously.
- **Ordinance 768 Business License:** Perry moved to adopt Ordinance 768, an ordinance adopting general business license requirements per RCW 35.90 and authorize the mayor to sign all documents. Seconded by Harding. Motion carried unanimously.
- **Ordinance 769 TBD:** Bange moved to adopt Ordinance 769, an ordinance establishing the Pateros Transportation Benefit District and authorize the mayor to sign all documents. Seconded by Sherrard. Sherrard asked for clarification on the TBD. Wilson stated the ordinance establishes the district and gives the option of a vehicle fee tax or an increase in sales tax which would go on the next ballot. Brady asked if there would be a public hearing before it goes to ballot. Wilson stated there would a public hearing where council would choose which tax they wanted on the ballot. Bange stated she was more in favor of the sales tax over the vehicle tax as the increase would be spread out to tourists and local residents instead of just local. Sherrard asked what the collected tax would be used for. City Administrator Wilson stated the tax would be used only for streets, sidewalks and trails. The Street Fund does not have a revenue source and is currently supplemented by the General Fund. Motion carried unanimously.
- **Resolution 2018-36 Building Inspector/Code:** Brady moved to adopt Resolution 2018-36, a resolution agreeing to the terms of the professional service contract between Barry Hansen and the City of Pateros for building inspector/code enforcement services. Seconded by Harding. Motion carried unanimously.
- **Resolution 2018-37 Change Order:** Sherrard moved to approve Resolution 2018-37, a resolution accepting change order #2 for pump house #3 in the amount of \$26,760.42 and authorize the mayor to sign all documents. Seconded by Bange. Motion carried unanimously.

OTHER BUSINESS:

- **December Council Meeting Time:** Perry moved change the December 17, 2018 council meeting to 4pm. Seconded by Brady.

- **Waive of Late Fee: Sherrard moved to waive 310 W. Beach late fee this one time. Seconded by Bange.** Motion carried unanimously.
- **Downtown Well Design: Perry moved to move forward with the downtown well design. Seconded by Brady.** Ben Varela went over what was discussed at the public informational meeting and hope to have the bid go out in one month. Mayor Anders stated council agreed to the corrugated metal, opaque lit background with softer lighting, raised street and changed path to the park, and metal double light fixture. Bange asked if lighting would be LED. Varela stated yes. Motion carried unanimously.

ADJOURNMENT: The next regular council meeting will be December 17, 2018 at 4:00 p.m. There being no further business before the City Council, Brady made a motion to adjourn at 7:29 pm.; seconded by Harding. Motion carried unanimously.

APPROVED:

Carlene Anders, Mayor

ATTEST:

Kerri Wilson, Clerk-Treasurer