REGULAR COUNCIL MEETING            December 5, 2018

Officials in Attendance: Councilmen Payton Norvell (Mayor Pro Tem), John May, Evan Schalock and John Wight; Councilwomen Nicole Norvell and Carra Nupp

Officials Absent: Mayor Dorothy Knauss, Councilwoman Cori Wuesthoff

Staff Present: City Administrator Mike Frizzell, City Attorney Mike Waters, Clerk/Treasurer Pamela McCart

The Mayor Pro Tem called the meeting to order at 6:30 PM.

Motion by Councilwoman Nupp to excuse absence of Councilwoman Wuesthoff, seconded by Councilman May. Roll call vote taken with all in favor. Motion carried.

Audience Comments: None

Mayor's Youth Award: Lily Kirry

Approval of/Changes to Proposed Agenda:
Motion by Councilman Schalock to approve agenda as proposed, seconded by Councilwoman Nupp. Roll call vote taken with all in favor. Motion carried.

Announcements/Appointments: None

Presentations:
- **Alexandra Panagotacos, Division Director, Rural Resources Victim Services**, thanked the City for its support of the programs which help the victims of domestic violence and other abuse. She thanked the City for its continued financial support.
- **Tom Haggerty, E&H Engineering**: We’ve been working on your water system plan which is a requirement by the Department of Health for all Group A Systems (having 1,000 or more connections). The water system plan is a planning document for inventory of your facilities, your total connections, your water policies, your boundary mapping, planning data, forecasting, system analysis and hydraulic analysis, water use efficiency, operation and maintenance, improvement program, financial program and SEPA which is the State Environmental Policy Act. The plan was completed and submitted at the end of June. We received comments back from DOH the end of September. We responded to those comments and the plan is now ready to be approved. The last step for DOH approval is the approval of the water system plan by the governing body of the water system -- that’s on your agenda tonight. Upon receiving the approval letter, we will put together and deliver 5 copies of the water system plan. The plan will be good for the next 10 years. As a summary the main points in the plan . . . in the system and hydraulic analysis portions we found the city to be deficient in both source and storage. Obviously, the most critical of these two things being source so included in the improvement plan are the new well project and the new reservoir project. We’ve completed the design drawings/specifications/project report for the well project and we have received approval from DOH for the project. The next step is to continue to secure the easements we are currently working on and then to seek out funding sources for construction of that project. Then the next step regarding the reservoir is to secure funding for design at some point after the construction funding for the well project is complete. We will come together at a later date regarding funding options.
• **Del Barber, Flags Over Chewelah**, requested permission to install additional flags with City assistance as in the past. *Motion by Councilwoman Nupp to have City Administrator assist with designating locations for placement of additional flags for the "Flags over Chewelah" project, seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried.* The C/A noted that a resolution/agreement is already in place authorizing City staff to assist in the installation of the flag pole receivers.

**Consent Agenda:**
*Motion by Councilman Wight approving Consent Agenda consisting of:*
  - November 7th Regular Minutes
  - November Payroll and Claim Vouchers
*Seconded by Councilman May. Roll call vote taken with all in favor. Motion carried.*

**Public Hearing on Budget for 2019:**
The Mayor Pro Tem opened the public hearing and set forth the format that would be followed. There were no objections to the Mayor Pro Tem participating as chairman. There were no objections to any Councilperson's participating in the proceedings. No Councilperson acknowledged any communications outside of this hearing and no Councilperson acknowledged any gain or interest with regard to this matter.

**Staff Report:** *City Administrator Mike Frizzell* stated that the proposed budget is as discussed during the budget workshops with the addition of $32,000 professional services out of general fund for comprehensive plan update and $11,500 in increased general insurance costs allocated among the funds. It reflects:
  - a 1% increase in property taxes (adopted in November);
  - utility tax increases on water, sewer and garbage fund revenue from 17% to 20% (adopted in November);
  - utility rate increases for water, sewer and garbage (adopted in November);
  - increase in annual airport fees from $100 to $200;
  - increases in planning and building fees (to be adopted later in this meeting);
  - wage increases per union contracts (law 3%, electric 3.5%) and 1.9% for non-union employees - does not reflect any change for bargaining Public Works staff as final agreement not yet available for approval;
  - includes new Public Works position;
  - includes $30,000 for contracted building inspector services and $30,000 for contracted planner services;
  - Martin Hall and County Dispatch fees are still preliminary;
  - does not include funding for plow truck purchase – revisit when books for 2018 closed;
  - storage building $90,000 moved from 2018 to 2019;
  - includes purchase of pick-up for Electric Supervisor

There was no written testimony or oral testimony.

The Mayor Pro Tem closed the Public Hearing.

**Committee/Commission Reports:** None
City Administrator Report:
• The City has been awarded two TIB grants: $273,000-sidewalks/curb for east side of North Stevens between Main and Lincoln and $43,000 for chip seal on Valley from Victoria St West to Lincoln.

City Attorney Report:  None  
Police Chief Report:  None  
Fire Chief Report

Old Business:  None

New Business:
• Motion by Councilman Schalock to read Resolution 18-12 by title, seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried. The clerk read Resolution 18-12 by title. Motion by Councilman May to adopt Resolution 18-12 Setting Planning Fees, seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried.
• Motion by Councilman May to read Resolution 18-13 by title, seconded by Councilman Wight. Roll call vote taken with all in favor. Motion carried. The clerk read Resolution 18-13 by title. Motion by Councilman May to adopt Resolution 18-13 Adopting Fee Schedule for Building Code Fees, seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried.
• The clerk read Resolution 18-14. Motion by Councilwoman Norvell to adopt Resolution 18-14 Adopting Updated Comprehensive Water System Plan, seconded by Councilman May. Roll call vote taken with all in favor. Motion carried.
• The clerk read introduction of Ordinance #928. Motion by Councilman May to adopt Ordinance #928 Amending the 2018 Budget, seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried.
• The clerk read introduction of Ordinance #929. Motion by Councilwoman Norvell to adopt Ordinance #929 Adopting the Budget for fiscal year ending 12-31-19, seconded by Councilman May. Roll call vote taken with all in favor. Motion carried.
• Motion by Councilwoman Norvell to approve 2019 Municipal Lease Contracts with McGrane & Schuerman, NEW Alliance, Red Marble Mountain Massage, Purple Flat Top and Chewelah Family Chiropractic, seconded by Councilman Schalock. Roll call vote taken with abstention by Councilwoman Nupp, remaining votes in favor. Motion carried.
• Motion by Councilwoman Norvell to approve 2019 Agreement with McGrane & Schuerman Law Firm for City Attorney Services, seconded by Councilman Wight. Roll call vote taken with all in favor. Motion carried.
• Motion by Councilman Schalock to approve public defender contracts with Joshua Gilstrap (primary – 2019 to 2021) and Graham Stone and Michael Golden (conflicts only – 2019 to 2020), seconded by Councilwoman Norvell. Roll call vote taken with all in favor. Motion carried.
• The C/A stated that the Agreement with Studio Cascade would be presented for approval at the January meeting. He wanted to have a discussion with the Finance Committee regarding an amendment to the contract which addresses the $34,000 for the comprehensive plan update.
• Motion by Councilwoman Nupp to approve 2019 Agreement with Rural Resources Community Action for Family Support Center funding, seconded by Councilman Schalock. Roll call vote taken with all in favor. Motion carried.
• Councilman Wight nominated Councilwoman Nupp to serve on local fire board. Motion by Councilwoman Norvell appointing Councilwoman Nupp to serve on Local Firefighter
Board of Trustees, seconded by Councilman Wight. Roll call taken with all in favor. Motion carried.

- Motion by Councilwoman Norvell to approve Collaborative Partnership Agreement with Chewelah Cultural & Creative District, seconded by Councilman Schalock. Roll call vote taken with all in favor. Motion carried.

- The C/A stated that the Public Works Labor Agreement would be presented at the January meeting.

Adjournment:
At 7:32 PM, motion by Councilwoman Norvell to adjourn, seconded by Councilman Wight. Roll call vote taken with Councilmen May and Norvell voting against, remaining votes in favor. Motion carried.

Mayor Dorothy L. Knauss

Clerk/Treasurer Pamela McCart