
**OMAK CITY COUNCIL
REGULAR MEETING MINUTES
February 4, 2019**

CALL TO ORDER:

Mayor Gagné called the regular meeting of the Omak City Council to order at 7:00 PM and everyone joined in the flag salute.

COUNCIL AND ADMINISTRATIVE PERSONNEL:

Michael Foth	Patrick Dalton, Building Official - absent
Nattalie Cariker	Kevin Bowling, Fire Chief – absent (Fire Call)
Barry Freel	Jeff Koplín, Police Chief
Steve Clark	Ken Mears, Public Works Director
Walt Womack	Connie Thomas, City Clerk
Michelle Gaines-absent	Todd McDaniel, City Administrator
Dave Womack	

CORRESPONDENCE AND MAYOR'S REPORT:

Mayor Gagné let Council know that under New Business, Resolution 18-2019 is being removed from consideration at tonight's meeting.

CONSENT AGENDA:

Member Foth moved, seconded by Member Cariker, to approve the consent agenda consisting of minutes from the January 22, 2019; 2019 claims checks numbered 20849-20902, in the amount of \$170,897.43; January 2019 payroll checks numbered 20626-20645 and 20816-20848 and ACH payments in the amount of \$322,486.66. As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

NEW BUSINESS:

Resolution 11-2019 - Approve Increase Petty Cash for Omak Municipal Court

Member Clark, moved, seconded by Member Cariker, to approve Resolution 11-2019. Administrator McDaniel explained to Council that the Municipal Court Account retains a zero-balance. Money is receipted into the Court account during the month and at month end a check is written to the City of Omak and receipted into the City Treasurer's Account with a portion remitted to the State. We have opened a Court Account with Washington Federal and to avoid monthly fees, they ask that we have a minimum balance of \$500. In the financial software, another account number has been added in the ending fund balance and beginning fund balance to recognize the \$500 petty cash in the Municipal Court Account. Member Foth told Council that the Personnel/Finance Committee met and agree with this transaction. As there was no discussion and no comments, Council voted and unanimously approved the motion.

Resolution 12-2019 – Approve Intergovernmental Agreement with Okanogan County & the Housing Authority

Member Clark moved, seconded by Member Cariker, to approve Resolution 12-2019. City Administrator McDaniel explained to Council that the Housing Authority of Okanogan County has a proposed development which is in the process of annexation into the City of Omak. The Interlocal Agreement gives the City jurisdiction prior to the annexation to request the Housing Authority use our Planned Development process. This will ensure the development and improvements meet the City of Omak's land use and Construction Standards. The agreement will stay in place until the annexation is complete. As there were no question or comments, Council voted and unanimously approved the motion.

Resolution 13-2019 – Approve the Purchase of Two Fleet Pickups through WA State Purchasing

Member Clark moved, seconded by Member Dave Womack, to approve Resolution 13-2019. Public Works Director Mears told Council that this purchase will replace two Ford F150's on the fleet. He said that one of the trucks will be equipped with tool boxes for use in the Parks Department. The combined purchase amount of \$62,302 through the State Procurement Cooperative is adequately funded in the 2019 budget. He explained that the current trucks will be surplus. As there were no question or comments, Council voted and unanimously approved the motion.

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Resolution 14-2019 – Approve Change Order No. 1 – Wastewater Treatment Facility HVAC Impr.

Member Foth moved, seconded by Member Dave Womack, to approve Resolution 14-2019. Public Works Director Mears told Council that this Change Order will correct the contract language for the Washington State sales tax rate. The sales tax rate effective April 1, 2018 increased from 8.1% to 8.2%. As there were no question or comments, Council voted and unanimously approved the motion.

Resolution 15-2019 – Approve Sole Source Purchase of Apple Street Storm Pump

Member Cariker moved, seconded by Member Foth, to approve Resolution 15-2019. Public Works Director Mears explained to Council that the Apple Street Storm Pump failed during the high-water event last year. This is a Sole Source Purchase from PumpTech, Inc. The cost of replacement is \$29,529 which will leave funds available to potentially rebuild the failed pump. As there were no question or comments, Council voted and unanimously approved the motion.

Resolution 16-2019 – Approve Purchase of Pick-Up Crane-Titan Truck Equipment Company

Member Clark moved, seconded by Member Cariker, to approve Resolution 16-2019. Public Works Director Mears explained to Council that the City had a truck with a crane mounted in the bed. In 2018, the truck was replaced and, the mechanics found that the current crane would not fit into the bed of the 2018 truck. This pick-up crane will be bumper mounted to the fleet truck purchased in 2018. Mr. Mears explained to Council that the crane is used for routine maintenance of the sewer lift station pumps and for the storm drains. Member Freel asked how many employees are certified to operate the crane. Mr. Mears replied that three employees have their Crane Operator Certification. He also stated that certifications are in the Asset Management Software to ensure they are kept current. As there were no further question or comments, Council voted and unanimously approved the motion.

Resolution 17-2019 – Approve Purchase of Police Vehicle through WA State Purchasing Co-Op

Member Clark moved, seconded by Member Cariker, to approve Resolution 17-2019. Police Chief Koplín explained to Council that the purchase of a Police Vehicle was included in the 2019 Budget. He had hoped to purchase an all-wheel drive Sport Utility Vehicle (SUV) but, the vehicle production is delayed. He also explained that the purchase price of the SUV has increased. The attached Resolution is for the purchase of an all-wheel drive Dodge Charger which will replace a Crown Victoria. Member Freel asked when the City would take delivery of the Dodge Charger. City Administrator replied, May or June and Chief Koplín added that the Charger will be road ready, so it won't take long to get it into service. As there were no further question or comments, Council voted and unanimously approved the motion.

OTHER BUSINESS:

Committee/Staff Reports:

Member Foth told Council that the Personnel/Finance Committee met to discuss several items. He explained that Federal Express has requested to sign a new lease with the City of Omak. They are requesting a new four-year term or a nine-year term. City Administrator McDaniel is working with Public Works to determine the actual costs to the City for utilities, supplies and maintenance. Administrator McDaniel is proposing a 15% increase to the lease rate. Clerk Thomas would like to work with Northwest Vital Records to store some permanent records offsite. She explained to Council that the City must retain certain records permanently. The records she is proposing to send offsite are rarely accessed if at all. The cost to store a single box is .30¢ a month. She has approximately 20 boxes that can be stored. Through the month of March, Northwest Vital Records will pick up the boxes and take them to their facility in Spokane. As of April 1, 2019, they will charge for this service. She added that the records are retrievable by scan and email or they can ship them back to us.

Member Clark told Council that the Infrastructure Committee met last week. They discussed the Peterson Short-Plat application. Pete Peterson petitions the City for a Short-Plat and requested a Minor-Deviation. Mr. Peterson asked that he not have to install curb and sidewalks at this location. This is an administrative process and staff recommends approval of the deviation. Staff just wanted to inform the Infrastructure Committee of the approval to deviate from City Standards. The Committee agreed with staff's recommendation. Member Clark said that the City was contacted by the Carpenters Union and would like to gift property to the City. The parcel is at the intersection of Eighth and Rodeo Trail. City Attorney Howe advised that the Carpenters Union can quit claim the parcel to the City. Committee also discussed the Meadow Point Development. Administrator McDaniel said they discussed Resolution 18-2019 that was not heard tonight is a right of way agreement between the City of Omak, Housing Authority of Okanogan, Shackette Credit Shelter Trust and Mangat Properties 1, LLC. This is a three-way land swap to avoid displacing housing units that were

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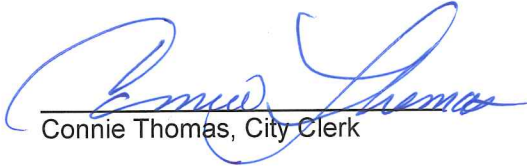
found to be encroaching on the dedicated right of way. Administrator McDaniel said that because Attorney Callaway who represents Shackette Credit Shelter Trust is working out minor language in the agreement. Member Clark also stated that the City would like to see the water line for this development extended to the end of the property line for future growth. Member Clark said the Committee also discussed a request from Sunrise Disposal to exercise the right to a CPI Increase for 2019. City Administrator McDaniel explained that the CPI increase to Sunrise Disposal is 3%. With this increase, Sunrise Disposal will not need compensation for the increase in landfill tipping fees adopted by Okanogan County.

City Administrator McDaniel told Council that he will be traveling to Olympia in the morning. He will meet with City Lobbyist, Jim Rowland, Representative Joel Kretz and representatives from the Department of Natural Resources (DNR). They will be discussing a partnership with the City of Omak and the DNR to upgrade the water infrastructure at the Omak Airport.

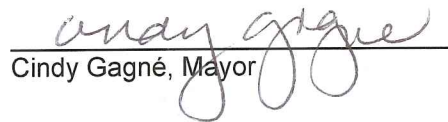
Member Clark also reported that the arsenic test levels from the Julia Maley continue to decrease. The last test will be taken tomorrow. Public Works Director Mears said after all the test results are in, the City will wait for a letter of Concurrence from Department of Health. After the letter is received, the City can connect the well.

Member Clark asked Public Works Director Mears about the status of the Solar Powered Speed Limit Boards. Mr. Mears said he is working to obtain quotes. He is required to have three quotes and only has one. He wants to ensure the cost is inline with the 2019 budget request. He anticipates a Resolution to Council within the month.

Council, Mayor Gagné adjourned the meeting at 7:19 PM.



Connie Thomas, City Clerk



Cindy Gagné, Mayor