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**OMAK CITY COUNCIL  
REGULAR MEETING MINUTES  
January 7, 2019**

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**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
Nattalie Cariker-absent	Kevin Bowling, Fire Chief
Barry Freel	Jeff Koplín, Police Chief
Steve Clark	Ken Mears, Public Works Director
Walt Womack	Connie Thomas, City Clerk
Michelle Gaines	Todd McDaniel, City Administrator
Dave Womack	

**CONSENT AGENDA:**

Member Foth moved, seconded by Member Gaines, to approve the consent agenda consisting of minutes from the December 17, 2018 meeting; 2018 claims checks numbered 20540-20592, in the amount of \$150,056.97; 2018 manual checks numbered 20393-20394, 20533-20535, 20538, 20539, 50535 and electronic payments in the amount of \$42,362.68; and December 2018 payroll checks numbered 20390-20392 and 20501-20532 and ACH payments in the amount of \$299,471.67; 2019 claims checks numbered 205393-20625 in the amount of \$123,354.81. As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

**NEW BUSINESS:**

**Resolution 01-2019 - Approve Annual Maintenance and IT with Vision Municipal Solutions**

Member Clark, moved, seconded by Member Gaines, to approve Resolution 01-2019. Administrator McDaniel explained to Council that this is the annual maintenance agreement for IT support and hardware maintenance. The annual cost for this service is \$14,411. As there was no discussion and no comments, Council voted and unanimously approved the motion.

**Resolution 02-2019 – Approve TIB Grant Agreement with WA State TIB - Engh Road Project**

Member Clark moved, seconded by Member Freel, to approve Resolution 02-2019. Public Works Director Mears told Council that the City was awarded two Transportation Improvement Board grants from Washington State this year. This grant will provide matching funds in the amount of \$113,482 for the Engh Road, Omache Drive to Omak River Road Project. Member Freel asked if there was a start date for the project. Mr. Mears said there is not a date year. The City is still finalizing right of way. As there were no further question or comments, Council voted and unanimously approved the motion.

**Resolution 03-2019 – Approve Grant Agreement with WA State TIB – Seal Coat Project**

Member Clark moved, seconded by Member Foth, to approve Resolution 03-2019. Public Works Director Mears told Council that this is the second application. This grant will help continue efforts to chip seal the residential areas. The chip seal will cover from Omak Avenue south to the Community Center and east to Highway 97. Member Walt Womack asked if the City would be contracting with Okanogan County again for this project. Mr. Mears hopes to as, it has been very efficient and, the Transportation Improvement Board has been satisfied with the last projects. Administrator McDaniel said that a 5% match is funded in the 2019 budget. As there were no further question or comments, Council voted and unanimously approved the motion.

**Resolution 04-2019 – Omak Airport Land Lease Agreement with CCT/BIA Fire Management**

Member Clark moved, seconded by Member Gaines, to approve Resolution 04-2019. Public Works Director Mears told Council that the City finally wrapped up the lease agreement with the Colville Confederated Tribes and the Bureau of Indian Affairs Fire Management. This is a two-year lease agreement from June 1, 2018 through May 31, 2020. Mr. Mears said that this lease is like the one the City has with the Department of Natural Resources. Member Dave Womack asked for clarification of what areas are being leased. Mr. Mears explained that they use the Airport office and they have a trailer, space for a retardant mixing water tank and an area for aircraft which include three Fire Bosses and air attack. Member Gaines asked what the previous lease amount was. Mr. Mears explained that it was based on landing fees, a small rental fee, share of water and power which averaged \$1,500 - \$1,700 a year. With the new agreement, the City will take on the full cost of the

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water and electric utilities and they occupy the airport about three months out of the year. As there were no further question or comments, Council voted and unanimously approved the motion.

**Resolution 05-2019 – Financial Software Purchase from Vision Municipal Solutions, LLC**

Member Clark moved, seconded by Member Foth, to approve Resolution 05-2019. Administrator McDaniel explained to Council that the Accounts Receivable Software program was included in the 2019 budget. When working on the transition of our financial institution, we chose to use positive pay and recently, we found out from our software company, that we would need to purchase the Positive Pay Module. Administrator McDaniel explained that the positive pay software was imperative for fraud protection. It's a one-time cost of \$500 and an annual maintenance fee of \$75.00. Member Gaines confirmed that it would only be \$575 over budget, Administrator McDaniel said, yes. As there were no further question or comments, Council voted and unanimously approved the motion.

**Resolution 06-2019 – Approve Interlocal with WA State Patrol for Fire Service Mobilization**

Member Dave Womack moved, seconded by Member Clark, to approve Resolution 06-2019. Fire Chief Kevin Bowling explained to Council that this is a five-year interlocal agreement with Washington State Patrol. This agreement would allow Omak Fire Department to participate in a State Mobilization with City resources and be reimbursed for those resources. Member Clark asked if this was related to Okanogan County Emergency Management and Chief Bowling said no, this is a separate agreement. Member Dave Womack asked Chief Bowling if this would lock up resources. Chief Bowling said that it would and it's at his discretion whether or not to lock up the City resources. He said he would not send resources out because the City of Omak does not have any but, this agreement is in place, just in case. As there were no further question or comments, Council voted and unanimously approved the motion.

**OTHER BUSINESS:**

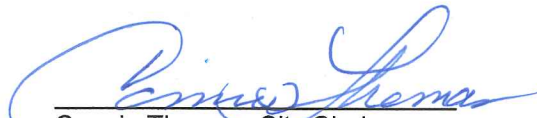
**Committee/Staff Reports:**

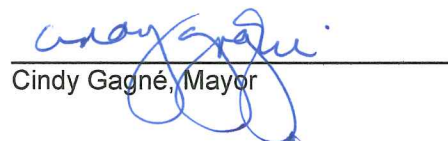
Police Chief Koplín said that his department along with the Okanogan County Sheriff's Department, Washington State Patrol and Fish and Wildlife participated in the 3F's Program (Friends, Food and Fun). This event was held at the Omak High School during the winter break. Community groups would sponsor a day to feed and hang out with children during the Christmas break. This was a good event.

Public Works Director Mears told Council that there was a pressure issue in the Wildwood area caused by an electrical control panel issue. The Water Department hustled, and an electrician flew in to make the necessary repairs. The major concern was the lack of fire flow.

Member Foth added that the 3F's involved students from other school districts in Okanogan County. Free transportation was provided for those kids who wanted to attend the program.

As there was no further business before Council, Mayor Gagné adjourned the meeting at 7:16 PM.

  
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Connie Thomas, City Clerk

  
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Cindy Gagné, Mayor