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**OMAK CITY COUNCIL  
REGULAR MEETING MINUTES  
November 18, 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	Tyler Wells, Building Official
Nattalie Cariker	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	

**CITIZEN COMMENTS:**

**Department of Ecology – Award Presentation**

Traci Gefre Permit Developer and Facility Manager for the Department of Ecology was in attendance to present a recognition award. She told Council that for 2018, the wastewater treatment plant was 100% compliant with the National Pollutant Discharge Elimination System Permit (NPDES). Each day the plant treats 1.2 million gallons of wastewater. The wastewater is discharged to the Okanogan River and proper treatment is critical. She visited the treatment plant and could tell that Jesus Arciniega and his staff take pride in their work and the facility. Ms. Gefre presented the award to Public Works Director Ken Mears.

**CORRESPONDENCE AND MAYOR'S REPORT:**

Mayor Gagné asked Council to affirm the reappointment of Sue Radek to the Library Board. Member Clark moved, seconded by Member Cariker to approve the reappointment. As there was no discussion or comments, Council voted and unanimously approved the motion.

Mayor Gagné told Council that as part of the Okanogan River Airshed Partnership, the City received the Clean Air Excellence Award from the U.S. Environmental Protection Agency for efforts in improving air quality. She and Administrator McDaniel attended the Omak Stampede Queen Coronation dinner. Stampede, Inc. ended the year in the black and will prepare a budget document and present to Council about their year.

**CONSENT AGENDA:**

Member Foth moved, seconded by Member Clark, to approve the consent agenda consisting of minutes from the November 4, 2019 meeting and November 11, 2019 Budget Workshop; claims checks numbered 101441-101499, in the amount of \$461,030.74; As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

**PUBLIC HEARING:**

**Final Hearing - 2020 Budget**

Mayor Gagné opened the Public Hearing to for the final hearing of the 2020 Budget at 7:05pm. Mayor Gagné read the hearing protocol and asked staff to report. City Administrator McDaniel reminded Council that two Budget Workshops were held prior to this hearing. The City ended up with a \$20,000,000 budget for 2020. He reminded Council that there are large capital projects included in the budget with revenue to support them and will finish 2020 with a good ending fund balance. As there were no comments and or questions, Mayor Gagné closed the Public Hearing at 7:07pm.

**NEW BUSINESS:**

**Ordinance 1883 – Amend Omak Municipal Code, Chapter 14.12 – Building Construction**

Member Cariker moved, seconded by Member Clark to approve Ordinance 1883. Building Official Wells explained to Council that he found a conflict between the Omak municipal Code and the International Building Code (IBC) and the International Residential Building Code (IRC). The OMC states when there is a conflict, the general codes apply. The IBC & IRC state when conflicts arise, the most restrictive apply. This Ordinance

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updates the OMC to state the most restrictive will apply. Member Free asked when the City adopted the IBC and IRC? Administrator McDaniel responded and said they were adopted in 2016 by Ordinance. Building Official Wells said the state updates the codes every three years, in 2020 the City will again adopt the updates. He also explained that the IBC and IRC require ice guard underlayment installation on roofing projects. The Omak Municipal Code does not require the underlay so, this Ordinance will change the language and require the underlayment. As there were no further questions or comments, Council voted and unanimously approved the motion.

**Ordinance 1884 – Amend Omak Municipal Code, Chapter 2.28.011 – Omak Planning Commission Meetings**

Member Gaines moved, seconded by Member Clark to approve Ordinance 1884. Administrator McDaniel explained that the Planning Commission has been meeting on a different day and time. The City has been advertising a special meeting for them. The Planning Commission provided Council a letter of transmittal requesting a change in the Planning Commission meeting day and time. The Planning Commission will meet the first Tuesday of every month at 5:30pm. As there were no questions or comments, Council voted and unanimously approved the motion.

**Ordinance 1885 – 1<sup>st</sup> Read – Final 2020 Budget**

City Administrator McDaniel again stated that two Budget Workshops were held by Council and they were open to the public. He explained to Council that some minor changes were made since the November 12, 2019 Budget Workshop. He found out the booking fees came in significantly higher than what was discussed. The County estimates \$125,000. The ending fund balance will be \$967,000. Regarding the patrol car, staff is still working with the insurance company. The budget has a \$10,000 expenditure in the Current Expense Capital for a patrol car. He explained to Council that he is still in contract negotiations with the Public Works Employees. He reached out to the Hotel Motel Committee regarding the \$20,000 for public works labor reimbursement for events. Almost all members agreed, Member Stacey Okland did express concerns and wanted to be sure the labor that was to support of the event. The only other change was to the Ad Valorem Tax. Jan Million with the County contacted the City with updated information that resulted in an additional \$8,000 in revenue. The increase was adjusted in the Current Expense and Street Fund.

**Resolution 72-2019 – Approve Agreement with Narcotic Task Force**

Member Clark moved, seconded by Member Cariker to approve Resolution 72-2019. Chief Koplín told Council that this agreement is to maintain operations with the Task Force. The dues are the same as last year, \$5,300 annually. There were no changes to the agreement. Member Freel asked how often the Task Force was in Omak. Chief Koplín could not answer that. He did say they were in the office recently working with Detective Bowling. He also stated that if Omak is lacking in manpower, the Task Force is there to assist. There was discussion about how the cost is calculated. Chief Koplín believes it's based on per capita. He did say the annual fee increased a couple years ago to assist the Task Force with expense related to acquired software that will search electronic devices. If this was not available, the department would have to send out to a company and wait. As there were no further questions or comments, Council voted and unanimously approved the motion.

**Resolution 73-2019 – Approve Amendment – Professional Services Agreement – Highlands Associates**

Member Clark moved, seconded by Member Cariker to approve Resolution 73-2019. Administrator McDaniel told Council that this is the annual renewal for Highlands Associates. The contract was approved in 2010 and there have been no changes since then. Mr. Danison proposed an increase of \$2 to the staff time rates and an increase in the state mileage to .58/mile. As there were no comments or questions, Council voted and unanimously approved the motion.

**Resolution 74-2019 – Approve Extension of General Engineering Contract – Gray & Osborne, Inc.**

Member Foth moved, seconded by Member Clark to approve Resolution 74-2019. City Administrator explained to Council that Gray & Osborne was formally selected in April 2018 to provide "On Call" engineering services. The City used the MRSC Consultant Roster for this selection process. Public Works Director Mears and a selected panel interviewed three firms and Gray & Osborne was selected. The City can extend the contract every three years. Staff failed to bring this to Council earlier in the year. It was brought to our attention while working on the CDBG project. There are not changes to the contract. As there were no comments or questions, Council voted and unanimously approved the motion.

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**Resolution 75-2019 – Approve Subscription Service Agreement with QT POD, LLC**

Member Dave Womack moved, seconded by Member Gaines to approve Resolution 75-2019. Public Works Director Mears reminded Council that approval was given to purchase a new point of sale equipment for the airport fuel card services. This Resolution is for a subscription service agreement for the software and cellular service to allow the data communications. As there were no comments or questions, Council voted and unanimously approved the motion.

**Resolution 76-2019 – Accepting the Community Development Block Grant (CDBG) Contract**

Member Dave Womack moved, seconded by Member Clark to approve Resolution 76-2019. Public Works Director Mears explained the City of Omak was awarded a Community Development Block Grant for the Asotin Storm System Project. This is the grant contract to acceptance and begin the project with CDBG. As there were no comments or questions, Council voted and unanimously approved the motion.

**Resolution 77-2019 – Designating an Official Newspaper for the City of Omak in 2020**

Member Gaines moved, seconded by Member Cariker to approve Resolution 77-2019. Administrator McDaniel told Council that Clerk Thomas solicited bids for the 2020 official newspaper for the City. The Omak-Okanogan County Chronicle provided the lowest responsive bid. As there were no comments or questions, Council voted and unanimously approved the motion.

**Resolution 78-2019 – Adopting 2020 Fee Schedule**

Member Clark moved, seconded by Member Cariker to approve Resolution 78-2019. Administrator McDaniel reminded Council that the draft 2020 Fee Schedule was distributed to them at the November 12, 2019 Budget Workshop meeting. The document includes and increase in the RV Park nightly stay, included a \$10 cancelation fee for RV Park Reservations and a 2% increase on water, sewer, garbage and storm drain. Clerk Thomas estimated the increase to an average bill to be \$2.99. Clerk Thomas added that the Pool Rental Rates increased and at the recommendation of Pool Manager Heidi Sam we included an hourly rate. This will allow pool parties after hours on a weekday after the pool closes for the evening. There was discussion about the need for the hourly rate. Public Works Director Mears said the pool is booked with parties every weekend and this will give more opportunity for parties during the week. As there were no additional comments or questions, Council voted and unanimously approved the motion.

**OTHER BUSINESS:**

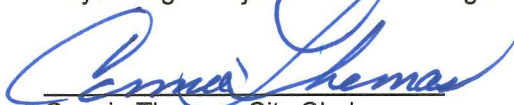
**Committee/Staff Reports:**

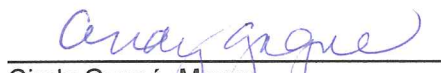
Member Dave Womack told Council that the Community Support and Public Safety Committee met prior to the meeting this evening. They are working on Bouncy Houses in the park as it relates to liability, The Truck driving companies use of the park, abatement of homes. They are moving slowly on these topics and will meet again on December 2, 2019 at 6pm. City Administrator will gather information between now and then.

Public Works Director Mears will be presenting the award from DOE to Jesus and Don. He also told Council that he will not be at the December Council meetings and that Assistant Public Works Director Beetchenow will be taking his place.

Member Clark told Council that the radar sign on Oak Street is up and running again. It's been good for the safety of the public and school children.

Mayor Gagné adjourned the meeting at 7:32 PM.

  
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Connie Thomas, City Clerk

  
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Cindy Gagné, Mayor