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**OMAK CITY COUNCIL  
REGULAR MEETING MINUTES  
April 6, 2020**

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**CALL TO ORDER:**

Mayor Gagné called the Zoom meeting for the Omak City Council to order at 7:00 PM. Rather than the flag salute, she asked that everyone in attendance take a moment of silence and reflect on the current situation (photo of flag in front of City Hall was displayed).

**COUNCIL AND ADMINISTRATIVE PERSONNEL:**

Mayor Gagné took a roll call to confirm all those in attendance.

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| Michael Foth     | Tyler Wells, Building Official                 |
| 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  | Todd McDaniel, City Administrator              |
| Dave Womack      |  |

**CORRESPONDENCE AND MAYOR'S REPORT:**

Mayor Gagné shared that there is some sunshine in these trying times. The City received our Tree City packet and, this is the 23<sup>rd</sup> year the City of Omak has qualified as a Tree City USA community.

**CONSENT AGENDA:**

Member Foth moved, seconded by Member Dave Womack, to approve the consent agenda consisting of minutes from the March 16, 2020; 2020 claims checks numbered 102460-102536, in the amount of \$288,427.22; Manual checks numbered 102358, 102363, 102364 and 102365 in the amount of \$1,918.09; March 2020 payroll checks numbered 102360-102362 and 102430-102459 and various ACH's in the amount of \$304,770.53; As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

**PUBLIC HEARING:**

**Comprehensive Park & Recreation Plan**

Mayor Gagné opened the public hearing at 7:05pm and read the hearing procedures. Given the unique meeting environment, she explained in detail how to participate and explained the meeting is being recorded. She then introduced Contract Planner, Kurt Danison to explain the plan. Mr. Danison reminded Council that they have been through many updates over the years. To be eligible for grant funding from the Washington Recreation & Conservation Office (RCO), the City of Omak is required to have a current Comprehensive Park & Recreation Plan (less than six years old). The City has spent the last two years updating the plan. Former Park Board Member, Todd Thorn dba Canyon Wren Conservation, took on the revision and has provided the updated Park & Recreation Plan that is now before the City Council for their consideration of adoption. If the City intends to apply for the June 1, 2020 RCO grant cycle, the plan will need to be adopted by Council and submitted to RCO for their final review. The plan includes an Action Plan which lays out the actions on an annual basis for the next five to six years. Most are not Capital Improvements. There are Capital Improvements that should be looked at when preparing the annual budget. The Plan makes a priority, opening the levee for trail access and access to the river. It includes a review and update of playground equipment throughout city. The plan is not ambitious in terms of the dollar amount but, it goes a long way for what the community has been asking for. The purpose of the hearing is to respond to any questions Council may have as well as hear from the public.

**Elizabeth LaFountain** – Mrs. Lafountain commented on current parks, the current maintenance and what is being done. Contract Planner Kurt Danison said the City spends over \$600,000 on regular maintenance and repairs. Not a lot of funds for significant improvements. The parks are in good

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shape, viable and functional. She expressed concern about Civic League Park and people sleeping in that park and the need for lighting. Mr. Danison said that issue has been discussed. They talked about fencing around the bandshell to prohibit that activity. Police Chief Koplin said that currently there is an Ordinance that requires all parks to be closed at the hours of darkness. He said this Ordinance is currently being enforced. During the day, people do sleep there but, there is various case law that prevent the police from moving those people during the day. It's a difficult problem to deal with. Ms. Lafountain addressed the proposed levee and asked about what role the Army Corp of Engineers have and the current use. There was discussion about the easements that were granted when the levee was built. The City has access to the levee but there is no other access. Over the years, there has been discussion with landowners to provide easements that would allow the public to access those sections. There was further discussion about the project plan itself and how the levee trail will be built and maintained. Mr. Danison reminded everyone that the City is in the early stages of the project and those questions have all been discussed. The first step is to identify land ownership and access and then create a design and create rules. Ms. Lafountain asked about a new pool and would it be on the existing land. Mr. Danison explained that the pool was funded with grant money from the state. As part of that contract, for the funds, the City is required to have some sort of pool or similar facility in perpetuity. The Park Plan does call for retaining qualified professionals to do an evaluation of the existing pool.

Mayor Gagné thanked Ms. Lafountain for her participating and she appreciates all her ideas. Mayor Gagné said we are here tonight for a hearing on the Comprehensive Park & Recreation Plan as it is. She said that Mr. Thorn has put together a great document. She encouraged Ms. Lafountain to continue chatting in the box as it's being recorded. Someone will get back to her on those comments. She asked if anyone else had any comments or questions about the plan. Hearing or seeing none, Mayor Gagné closed the Public Hearing at 7:30pm.

**NEW BUSINESS:**

**Ordinance 1889 – Declaring an Emergency in the City of Omak due to the COVID-19 Pandemic**

Member Foth moved, seconded by Member Gaines, to approve Ordinance 1889. City Administrator McDaniel explained to Council that this Ordinance gives power to act quickly should the need arise. The City doesn't have anything currently. The City has been working closely with Okanogan County Emergency Management and the Okanogan County Health Department. He wanted to make sure this Ordinance is in place if there are funding opportunities to support the community or if we need to provide resources and mutual aid. Member Dave Womack asked what he expects to develop? Administrator McDaniel doesn't have anything identified right now. If needed, the City is prepared to provide resources to the County. Administrator McDaniel would call the Public Safety Committee together if the City is needed to provide services. As there were no further questions or comments, Council voted and unanimously approved the motion.

**Resolution 22-2020 – Guaranteeing Funding Match – Construction Phase of Airport Pavement**

**Project**

Member Dave Womack moved, seconded by Member Gaines, to approve Resolution 22-2020. Public Works Director Mears explained to Council that this is to guarantee 5% matching funds in the amount of \$14,709 for the construction phase of the airport pavement project. The Federal Aviation Administration (FAA) will fund 90% and the Washington State Department of Transportation will fund 5%. As there were no questions or further comments, Council voted and unanimously approved the motion.

**Resolution 23-2020 – Approve Public Works Contract with Schmitt Electric for Electric Upgrades**

Member Cariker moved, seconded by Member Gaines, to approve Resolution 23-2020. Public Works Director Mears explained to Council that power upgrades are needed in the Triangle Park area that is used by the concessionaire's during the Stampede event. This project is being funded by Hotel/Motel Funds. Because the quote exceeds the budgeted amount, he reached out the Hotel Motel Committee. The Hotel Motel Committee they approved the estimate overage of \$1,350 as the reserves could cover the additional expense. As there were no questions or further comments, Council voted and unanimously approved the motion.

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**Resolution 24-2020 – Award Jasmine Street Improvement Project – POW Contracting**

Member Cariker moved, seconded by Member Foth, to approve Resolution 24-2020. Public Works Director Mears explained to Council that this project was advertised and, bids were opened publicly on March 11, 2020. The bids were reviewed for accuracy by Gray & Osborne, Inc. and they recommend the Award to POW Contracting as the lowest, responsible and responsive bidder of \$583,623.40. This is the award for the Jasmine Street Improvement Project. As there were no questions or further comments, Council voted and unanimously approved the motion.

**Resolution 25-2020 – Approve Agreement with Gray & Osborne – Jasmine Street Improvements**

Member Gaines moved, seconded by Member Freel, to approve Resolution 25-2020. Public Works Director Mears explained to Council that this Resolution follows the previous Resolution awarding the contract to POW Contracting. The Transportation Improvement Board (TIB) requires a signed Consultant Supplemental Agreement as part of the grant process. This agreement recognizes construction administration services with Gray & Osborne, Inc. in the amount of \$175,087 for the Jasmine Street Improvement project. As there were no questions or further comments, Council voted and unanimously approved the motion.

**Resolution 26-2020 – Approve Amendment No. 9 with Gray & Osborne – Sewer/Water Improvements**

Member Gaines moved, seconded by Member Foth, to approve Resolution 26-2020. Public Works Director Mears told Council that this is Amendment No. 9 which is a consulting agreement with Gray & Osborne, Inc. for the 2020 Sewer and Water System Improvement Project previously awarded to POW Contracting. As there were no questions or further comments, Council voted and unanimously approved the motion.

**Resolution 27-2020 – Adopt the Comprehensive Park & Recreation Plan**

Member Dave Womack moved, seconded by Member Gaines, to approve Resolution 27-2020. City Administrator McDaniel explained to Council that the Comprehensive Park & Recreation Plan is a result of over a year and a half worth of work. He thanked Todd Thorn for putting together the document. He said the plan shows what's in our parks and shows what actions are needed. It will come down to funding at the Council level. He thinks it's a great plan and would like to see it approved so staff can start looking for funding sources. As there were no questions or further comments, Council voted and unanimously approved the motion.

**Resolution 28-2020 – Amend Interagency Agreement with DNR – Airport Water Improvements**

Member Gaines moved, seconded by Member Freel, to approve Resolution 28-2020. City Administrator McDaniel explained that this amendment is for the Interagency Agreement the City entered with, the Department of Natural Resources for the Airport Water Infrastructure at the airport. The initial phase was for design and getting the project out to bid. This amendment recognizes the construction phase of the project. Council recently awarded this project to Seland Construction for a little over \$974,000. The amendment recognizes that so the City can be reimbursed by the DNR. The City does have a \$300,000 grant from the Department of Commerce that will be spent first. City Administrator McDaniel said that his understanding is the remaining funds may be extended into a reservoir design phase. As there were no questions or further comments, Council voted and unanimously approved the motion.

**OTHER BUSINESS:**

**Committee/Staff Reports:**

Police Chief Koplin told Council that things seem to be going well within the City of Omak. He has been talking with businesses on a regular basis and they are complying. He said that Wal-Mart will be instituting restrictions on the number of shoppers in the store. His department has not received any complaints from citizen's about businesses at this time. He and his Sergeants are communicating with other agencies in the County and if things get worse, they have a good plan in place. Tomorrow he will be meeting with local law enforcement agencies to discuss how resources can be shared. He has received the top three entry level applicants from the Civil Service Board. He will begin background checks on those applicants. This process takes about three weeks. The police department has a vacant position and he hopes to fill it.

Public Works Director Mears said his crew is doing a great job. They are fortunate they can separate in vehicles and have a large area to focus on. They are working on the cemetery cleanup and getting irrigation on in the parks. The Eastside Park Lift Station Project is moving along. This is an essential sewer project. The crew continues to keep the water safe and the sewer flowing. He has offered the vacant mechanic position to Clarence Abrahamson. His start date has been pushed out to April 15<sup>th</sup>. He may delay the start of the seasonal workers to May 1<sup>st</sup>.

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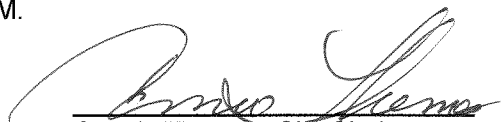
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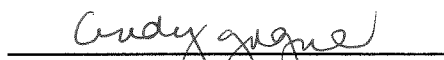
Member Dave Womack asked if the city vehicles and patrol vehicles are being disinfected between shifts? Chief Koplín said that police vehicles are shared. His department purchased disinfecting equipment and each officer is responsible for cleaning their vehicle. They are being very diligent, and he joked that interiors of the vehicles may be bleached. Public Works Director Mears said his crew is disinfecting as well. Each crew member has a designated truck and are working independently. They are disinfecting prior to and at the end of each shift. He has also stopped the congregation at the time clock and the breakroom. He continues to monitor the crew to ensure they continue to be mindful of the protocols. Member Dave Womack asked that Administrator McDaniel follow up with Chief Bowling about disinfecting.

Mayor Gagné said that tonight Okanogan County Emergency Management is conducting Facebook Live. They are doing this on Monday, Wednesday and Friday's. On Monday mornings they are doing an emergency alert where they go over cases locally and talk to leadership in the County. Things are going well in the City of Omak and she appreciates everyone putting up with the meeting format this evening.

Member Gaines didn't know who the Chair of the Public Safety Committee was but, wanted to let everyone know that they have been meeting the last few Friday's. Administrator McDaniel said the information is coming in fast from a lot of different sources. The Public Safety Committee has been meeting on Fridays at 2:00 to discuss topics. Last Friday they discussed Utilities. There may be customers unable to pay with the close of businesses and loss of jobs. There was discussion about disconnection of services and penalties. Committee is waiting to hear what Governor Inslee will impose regarding to utility bills. He said Emergency Management is doing well with keeping everyone informed. This Public Safety Committee meetings will continue through May 4<sup>th</sup>.

As there was no further business before Council, Mayor Gagné adjourned the Zoom meeting at 7:53 PM.

  
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Connie Thomas, City Clerk

  
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Cindy Gagné, Mayor