
**OMAK CITY COUNCIL
REGULAR MEETING MINUTES
February 16, 2021**

CALL TO ORDER:

Mayor Gagné called the regular meeting of the Omak City Council to order at 7:00 PM and established a quorum.

COUNCIL AND ADMINISTRATIVE PERSONNEL:

Michael Foth	Tyler Wells, Building Official
Nattalie Cariker	Kevin Bowling, Fire Chief
Barry Freel	Darren Duncan, Interim 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 told Council that the City of Omak has earned recognition as a 2020 Tree City USA by the Arbor Day Foundation. The City will be receiving promotional materials soon. She also told Council that she volunteered at the COVID Vaccination Clinic this past Saturday and, gave a shout out to the medical staff and first responders for how efficient it was run.

Mayor Gagné introduced Dan Christensen who was in attendance this evening. She plans to bring forward his official appointment of Chief of Police during the March 1, 2021 Council Meeting. Mr. Christensen comes to the City of Omak from the Washington State Department of Fish & Wildlife. Mr. Christensen thanked Mayor Gagné and Council. He shared that he and his family are longtime residence of Omak. He is excited to be given the opportunity.

CONSENT AGENDA:

Member Foth moved, seconded by Member Cariker, to approve the consent agenda consisting of minutes from the February 1, 2021 meeting; 2021 claims checks numbered 104255-104294, 104296-104312 (voided check 104295), in the amount of \$313,202.84; January manual checks numbered 101100, 104101, 104165, in the amount of \$207.73; As there was no discussion and no comments from the audience, Council voted and unanimously approved the motion.

NEW BUSINESS:

Resolution 07-2021 – Approve Professional Service Agreement for Hearing Examiner – Dale Crandall

Member Gaines moved, seconded by Member Clark to approve Resolution 07-2021. Building Official Wells explained to Council that Administrator McDaniel brought to his attention that Mr. Crandall's contract was expiring in March. Mr. Wells Reached out to Mr. Crandall and he was happy to continue the agreement for another three-year term with the same compensation. The agreement has been reviewed and approved by City Attorney Howe. As there were no questions and no comments, Council voted and unanimously approved the motion.

Resolution 08-2021 – Approve Change Order No. 2 – Water Sewer Project – POW Contracting

Member Clark moved, seconded by Member Gaines to approve Resolution 08-2021. Public Works Director Mears told Council that Change Order No. 2 reconciles the contract quantities with the final quantities installed and measured. This reduces the final contract cost amount by \$23,273.05. As there were no questions or comments, Council voted and unanimously approved the motion.

Resolution 09-2021 – Accept 2020 Sewer Water System Improvement Contract as Complete

Member Clark moved, seconded by Member Cariker to approve Resolution 09-2021. Public Works Director Mears told Council that given the challenges of COVID in 2020, POW Contracting has finished the sewer and water improvement project and, he is happy with the outcome. City Engineers, Gray & Osborne, Inc. has reviewed the work and recommends the City accept the project as physically complete. As there were no questions and no comments, Council voted and unanimously approved the motion.

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Resolution 10-2021 – Approve the Purchase of a Laboratory Fume Hood from North Central Laboratories

Member Gaines moved, seconded by Member Cariker to approve Resolution 10-2021. Public Works Director Mears explained to Council that the Fume Hood is used at the Wastewater Treatment Plant laboratory for testing the wastewater coming through the plant. The upgrade to the ventilation is necessary for safety and efficiency of the process. As there were no questions and no comments, Council voted and unanimously approved the motion.

Resolution 11-2021 – Accept the Omak Municipal Airport Water Infrastructure Contract as Complete

Member Foth moved, seconded by Member Freel to approve Resolution 11-2021. Public Works Director Mears explained to Council that Seland Construction has completed the Airport Water Project. The well is adequate in the interim to supply water to the Department of Natural Resources and Bureau of Indian Affairs (BIA) for upcoming fire seasons. J-U-B Engineers, Inc. has reviewed and recommends the City accept the project as complete. As there were no questions and no comments, Council voted and unanimously approved the motion.

Resolution 12-2021 – Approve the Purchase of a Paint Sprayer from Alpine Products, Inc.

Member Gaines moved, seconded by Member Clark to approve Resolution 12-2021. Public Works Director Mears explained to Council that the paint sprayer is used for curbs and City parking lots. The pump in the current sprayer is having to be rebuilt every other year. The model from Alpine Products, Inc., is a lot more durable and will require less maintenance. The purchase price is \$7,738 which is \$739 over budget. Mr. Mears explained to Council that the overrun can be absorbed within the fund. Member Dave Womack asked about the over spray in some areas and if the new sprayer would solve that problem. Mr. Mears said it would help. As there were no further questions or comments, Council voted and unanimously approved the motion.

Resolution 13-2021 – Approve the Purchase of Two Stainless Steel Hoppers from Global Industrial

Member Clark moved, seconded by Member Gaines to approve Resolution 13-2021. Public Works Director Mears told Council that the hoppers at the Sewage Treatment Plant need to be replaced. The bottoms have rusted through due to corrosion caused by the wastewater grit. The stainless-steel hoppers from Global Industrial will withstand the grit and have a longer life. The lowest quote was received from Global Industrial in the amount of \$11,100. Member Dave Womack asked if this purchase was within budget. Mr. Mears said that it was. As there were no further questions or comments, Council voted and unanimously approved the motion.

Resolution 14-2021 – Approve the Purchase of Server Hardware/Software from Vision Municipal Solutions

Member Clark moved, seconded by Member Freel to approve Resolution 14-2021. City Administrator McDaniel explained to Council that Vision Municipal Solutions have been providing IT and software support service for the City of Omak for several years. It is their recommendation to upgrade the existing obsolete financial server. It is vital that the equipment and software are compatible and, Vision is best positioned to know the city needs. Vision Municipal Solutions provided a quote of \$14,318 which is \$3,318 over budget. He explained to Council that the administrative lines within the 2021 budget can absorb the overrun. As there were no questions or comments, Council voted and unanimously approved the motion.

Resolution 15-2021 – Approve the Purchase Agreement with Cascade Fire & Safety for a Fire Pumper Truck

Member Gaines moved, seconded by Member Clark to approve Resolution 15-2021. Fire Chief Bowling explained to Council that the existing fire engine is thirty years old. The City replacement schedule for the fire engine is thirty years. To stay in line with the replacement schedule, a new truck was funded in the 2021 budget. Chief Bowling said the fire department put together a committee to write up the specifications. The department then worked with Cascade Fire & Safety to fine tune the specifications and then he reviewed and approved the specifications. He explained to Council that with the build time is 350 days and the expected delivery would be in 2022. The total cost would be \$609,203 and the City would be purchasing through the HGAC Buy Cooperative Purchasing Agency. Using HGAC will save the City time and money as we won't have to go through the bidding process. Member Foth said that the Finance Committee met and were in favor of the purchase. The last debt service payment for the current truck will be this year, 2021. Chief Bowling said the 2021 budget allowed \$500,000 for the purchase, he deferred to Administrator McDaniel to explain payment options. Administrator McDaniel explained to Council that the 2021 beginning fund balance is healthy and the

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City could pay cash for the fire truck. If the City were to pay in advance, we would receive a 3% discount. The City could also finance the truck at 1% over ten years. He intends to bring the information to the Finance Committee for discussion prior to the March 1, 2021 Council Meeting. Member Dave Womack asked if the truck would be like the one purchased by the City of Okanogan. Chief Bowling explained that it's a Rosenberg Engine from General Fire. It will have a raised cab to accommodate the firefighters. It will be four to five feet longer to accommodate a 750-gallon water tank but, it's a basic truck. There was discussion by Council about the increased costs and possibly holding off the purchase until 2022 to see if costs will decrease. After much discussion, Council voted and unanimously approved the motion.

Ordinance 1902 – Approve the Repeal and Replacement of Ord. 1899 - 2021 Salary Schedule for Non-Union Personnel

Member Clark moved, seconded by Member Gaines to approve Ordinance 1902. Administrator McDaniel explained that Ordinance 1902 repeals and replaced Ordinance 1899 for the 2021 Non-Union Salary Schedule. In advance of the Police Chief hiring process, the Personnel/Finance Committee met and discussed the salary of the Police Chief. Using the Association of Washington Cities data, City Administrator McDaniel pulled salary information from comparable Cities and found the Police Chief position salary to be low. This Ordinance increases the salary for the Police Chief position and, clarifies the reference to the 88% Department Head and Administrative Staff positions. Administrator McDaniel was unclear of the history behind the 88% but would like to have latitude based on the applicant qualifications. He explained that he would like to set up and propose a salary range for those positions for 2022. Administrator McDaniel shared the spreadsheet and explained that the Police Chief salary in the Ordinance is an average. Member Gaines asked about the high end of the salary range. Mr. McDaniel said that the City of Quincy had the highest salary of the like Cities at \$9,441 a month. As there were no further questions or comments, Council voted and unanimously approved the motion.

OTHER BUSINESS:

Committee/Staff Reports:

Member Foth told Council that he sat in on the Library Board meeting and was very impressed. They work hard and it shows. He will continue to attend those meetings. Mayor Gagné said that she appreciates him taking on that job.

Member Freel told Council that he attended the OCOG meeting on February 8th. Lauri Jones, Community Health Director of Okanogan Public Health was in attendance. He explained that her report is now outdated as Okanogan County has moved to Phase 2 of the Governor's plan. Restaurants are opening at 25% capacity. The board decided to keep up to date on the Watershed Planning Unit (WRIA 49). They feel the issues they are discussing are important to Okanogan County.

Member Cariker told Council that she attended the LEOFF 1 Disability Board meeting where they reviewed claims from the Cities.

Building Official Wells told Council that he has been inspecting the Meadow Point project and even with the inclement weather, they are pouring concrete. Tomorrow staff will be attending a pre-application meeting for Phase 3 of the Sagelands Development which is located behind Paintbrush Lane. He will have more to report next month.

Chief Duncan reported that Officer Silverthorn is patrolling and keeping busy. He is looking forward to passing along his knowledge of the Chief's position to Dan Christensen.

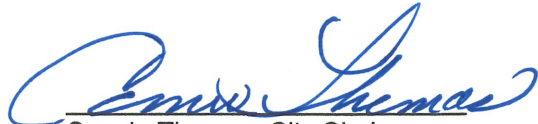
Member Clark thanked Chief Duncan for taking the reins while the City looked to fill the position. He also commented that he had the opportunity to worked with Mr. Christensen and he is a good training officer.

Clerk Thomas told Council that she received twenty applications for the Deputy Clerk position. She chose to interview eight of those applicants as they all were qualified. The interviews are scheduled for tomorrow, February 17th.


Judge David Ebenger was in attendance to listen in to the Council meeting. He explained to Council that the in person Municipal Court hearings at City Hall have been closed but they have been conducting hearings via Zoom. He explained the challenges the Court has had conducting those meetings and said that Court Clerk, Denise Hardy is doing a great job. He advised that the Supreme Court has been issuing rulings on how things should be done including requirements. He told Council that Court will resume with in person hearings along with the reopening of City functions. Judge Ebenger encouraged cross training for the court so Mrs. Hardy would have a backup. Mayor Gagné thanked his for coming.

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As there was no further business before Council, Mayor Gagné adjourned the meeting at 7:43 PM.



Connie Thomas, City Clerk



Cindy Gagné, Mayor