

Waitsburg City Council Meeting – March 27, 2024

Mayor Dunn called the meeting to order at 7:00 p.m.

Roll Call

City Clerk Randy Hinchliffe called the roll. The following were present:

Mayor: Marty Dunn

Council Members: Jillian Henze, Jim Romine, Kevin House and Jennifer Bishop.

Others: on file at City Hall

Agenda Approval

With no changes to the agenda, agenda was approved and passed unanimously.

Approval of Minutes – February 21, 2024 Regular Meeting

With no corrections, minutes were approved and passed unanimously.

Public Comment

Joy Smith representing the Commercial Club commented on parking/signage issues in the downtown corridor.

Library Supervisor Sarah Roberts updated the City Council on the tasks/events happening at the Library.

New Business

a. Council Vacancy Appointment

Two applications were filed with the City for the vacant position. Council decided to postpone the agenda item until the end of the meeting to give them time to go into executive session under 42.30.110 (1) (h) which occurred at 9:17pm and concluded at 9:22pm. After reconvening the regular session and due to neither applicant being in attendance, Council member Henze moved to table the matter until the next meeting to give the council a chance to interview both applicants before making a decision. Council member House seconded the motion to table the matter. With no one in opposition to the motion, motion was approved unanimously.

b. Common Root Housing

Miles Nolan, Executive Director for the Common Roots Housing Trust was in attendance to go over their program and discuss housing needs in the valley. He took questions from the Council and members of the audience. Discussion only, no action taken.

c. Vacated Roadway Issue

City Staff approached the City Council with an issue related to a prior year roadway vacation where a portion of city owned land was previously vacated, but not recorded, then recorded years later after being discovered leading to issues with property taxes associated with the strip of land. Mayor Dunn was able to fill in some of the holes around the issue as current staff was not in place at the time of the original item coming before the Council. Council asked question of City Staff. With no more questions, Council member Romine moved to have the City cover the prior 3 years of delinquent taxes and leave the current year for the property owner as well as refund the neighboring property for amount paid during the same time frame. Council Member Henze seconded the motion, and the motion to approve was approved and passed unanimously.

d. Resolution 775

Resolution setting a public hearing date for an annexation petition request. City Staff provided a map of the proposed annexation area and provided some background on the agenda item. With no other further discussion, Council member Romine moved to approve the Resolution with

Council member House seconding. Motion to approve the Resolution was approved and passed unanimously.

e. Planning Commission Vacancy Appointment

With the resignation of Lane Gwinn from the Planning Commission, Mayor Dunn recommended that Matt Bertucci being appointed to fill the vacancy. With no objections, Council member Romine moved to fill the vacancy with Council member Henze seconding. Motion to appoint Matt Bertucci to the Planning Commission was approved and passed unanimously.

Unfinished Business

a. Fairgrounds Use

Wendy Carter representing Waitsburg Park and Recreation District presented their use plan to the City Council covering the fairgrounds. Mrs. Carter went over parts of the plan, including a 5 year transition plan whereby, if feasible, Park and Recreation would take over the operations of the Fairgrounds from the City. Council members had several questions about the plan and how they intend to be financially viable enough to manage the fairgrounds and pay for the costs of associated with maintaining the facility. It was suggested that a subcommittee be formed to narrow the focus of the plan with the various stake holders. With no more discussion, Council Member Romine moved to form the subcommittee with Council member Henze seconding. Motion to appoint the subcommittee was approved and passed unanimously.

b. Health Department Request

Due to the Waitsburg Park and Recreation District working through a feasibility study covering the Waitsburg pool, the request from the Walla Walla County Health Department is on hold until the completion of the report. Discussion only, not action necessary

c. Fire Hydrant System

City Staff provided additional information regarding the City's Fire Hydrant system and the cost to modernize the outdated hydrants within it. Council discussed the need and cost of the repairs, noting that the recommended increase was only sufficient to do about 3 fire hydrants per year for the foreseeable future. Both funding options were discussed and how each impacts the users of the system. With no more discussion, Council member Romine moved to increase the utility tax by \$5.00 per month per user with Council member Henze seconding the motion. Motion to increase the utility tax was approved and passed unanimously.

Mayor's Report

Mayor Dunn commented on the ability of citizens to cover the costs of using City personnel and equipment for small jobs that don't burden the public works crew and how to go about scheduling this type of work.

Council Reports

Council Member Henze reported on various Committee activities and her work on the AWC Legislative Committee as well as funding for a local day care provided by state legislature.

City Clerk Report

City Clerk Randy Hinchliffe reported on a variety of day-to-day operational items.

Approval of Bills

With no questions related to the City's obligations, Council Member Romine moved to approve with Council Henze seconding. Motion to approve the bills was approved and passed unanimously.

February Payroll Clearing (Warrants 27634 - 27643)	\$24,611.15
-Includes direct deposit run on 2/27/2024 for \$11,239.48	
March Payroll Clearing (Warrants 27644 - 27654)	\$24,071.90
-Includes direct deposit run on 3/14/2024 for \$10,698.90	
March Claims Clearing Vouchers (Warrants 27655 – 27693)	<u>\$117,355.28</u>
	Total \$

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 9:24 p.m.

Approved:

4/17/2024

Attest:

Mayor

City Clerk