

Waitsburg City Council Meeting – January 20, 2021*

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: Kevin House, Karen Gregutt, Jim Romine, Karl Newell and David Paxton

Others: Becca Adams with the Waitsburg Times, Joy Smith, Kate Hockersmith, Randy Charles, Phil Monfort and City Attorney Jared Hawkins

Agenda Approval

With no changes, agenda was approved and passed unanimously.

Approval of Minutes – December 16, 2020 Regular Meeting

With no corrections, minutes were approved and passed unanimously

Public Comment

Randy Charles informed the Council of a petition that he was collecting signatures on related to the potential widening of W. 5th Street. Provided comments on fire services provided by the Fire District

Phil Monfort called in to voice his concerns over the Fire District terminating the recently hired fire Chief.

New Business

a. Resolution 2021-712

Resolution acknowledging payroll totals from 2020 to project 2021 and not recommending any changes to the budgeted amounts for 2021. City Staff provided background information on the resolution and answered questions regarding the reason behind the resolution. With no other further discussion, Council member Romine moved to approve with Council member House seconding. Motion to approve the resolution was approved and passed unanimously.

b. Resolution 2021-713

Resolution updating the City's Personnel Manual related to the payment of Unemployment Claims presented to the City by the State of Washington. City Staff provided background information on the resolution and answered questions regarding the reason behind the resolution. With no other further discussion, Council member Gregutt moved to approve with Council member Paxton seconding. Motion to approve the resolution was approved and passed unanimously.

c. Resolution 2021-714

Resolution updating the City's Financial Policy to adjust its Cost Allocation Plan. City Staff provided background information on the resolution and answered questions regarding the reason behind the resolution. With no other further discussion, Council member Romine moved to approve with Council member Gregutt seconding. Motion to approve the resolution was approved and passed unanimously.

d. Right of Way Procedures

Adoption of Right of Way purchase procedures associated with the Washington State Department Transportation LAG Manual. With no more discussion, Council member Gregutt moved to approve with Council member Paxton seconding. Motion to approve was approved and passed unanimously.

e. Application for Payment #3 Complete Street Sidewalk Project

Final Payment application for work associated with the Complete Street Sidewalk project. Payment request covered the remaining work along the project route. Council Member Romine informed the Council that the ramp at E. 6th and Lincoln had not been repoured yet and asked City Staff to follow up with the Contractor. With no more discussion, Council member Romine moved to approve with Council member Paxton seconding. Motion to approve was approved and passed unanimously.

Unfinished Business

Mayor’s Report

Council Reports

Council Members Gregutt reported on activities involving the Planning Commission
Jim Romine reported on sheriff activity and other committee work

City Clerk Report

City Clerk Randy Hinchliffe reported on a variety of day to day operational items; specifically, an update of the City 2020 4th Quarter Budget. List of items was previously emailed out to the City Council.

Approval of Bills

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

December Payroll Clearing (Warrants 23659 – 23665)	\$17,875.38
-Includes direct deposit run on 12/30/2020 for \$8,560.35	
January Payroll Clearing (Warrants 23666 – 23672)	\$17,980.86
-Includes direct deposit run on 1/14/2021 for \$8,902.80	
Claims Clearing Vouchers (Warrants 23673 – 23714)	
-Includes warrant 23722 related to pay application	<u>\$147,413.95</u>
	Total \$183,270.19

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 8:23 p.m.

Approved: 2/17/2021 Attest:

Mayor

City Clerk

*Meeting was held remotely via conference call due to COVID19 restrictions.