

Waitsburg City Council Meeting – November 18, 2020*

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 and David Paxton

Others: Becca Adams with the Waitsburg Times, Joy Smith, Kate Hockersmith, Fire District Chief Mike Moynihan and City Attorney Jared Hawkins

Agenda Approval

With no changes, agenda was approved and passed unanimously.

Approval of Minutes – October 21, 2020 Regular Meeting

With no corrections, minutes were approved and passed unanimously

Public Comment

None submitted.

New Business

a. Public Hearing – Property Taxes

City staff presented the proposed tax levy and levy amount for the 2021 fiscal period. After a short question and answer period with the City Council, Mayor Dunn opened the hearing to the public and with no public comment submitted, Mayor Dunn closed the hearing.

b. Resolution 2020-710

Resolution setting the City's property tax levy for 2020 property taxes. With no more discussion, Council Member Gregutt moved to approve with Council Member Paxton seconding. Motion to approve the payment was approved and passed unanimously.

c. Public Hearing – 2021 City Budget

City Staff presented the 2021 City Budget as a part of the first of two public hearings on the matter. City Staff took questions from the Council before Mayor Dunn opened the public hearing to the public, with no comments submitted, Mayor Dunn closed the hearing.

d. Application for Payment #3 Taggart Road Waterline/Road Project

Final payment application for work associated with the Taggart Road waterline project. Pay request covered the final waterline section along Highway 12. With no more discussion, Council member Romine moved to approve with Council member Gregutt seconding. Motion to approve was approved and passed unanimously.

e. Application for Payment #2 Complete Street Sidewalk Project

Payment application for work associated with the Complete Street Sidewalk project. Payment request covered work along Willard, Lincoln and surrounding areas. With no more discussion, Council member Romine moved to approve with Council member Gregutt seconding. Motion to approve was approved and passed unanimously.

f. Application for Payment – Sewer Siphon Repair/Tree Removal

Application for payment from Harry Johnson Plumbing and Excavation for flood related repair work to the City sewer siphon under the Touchet River. Pay request covers the scope of work provided by the City Engineer. With no more discussion, Council member Romine moved to approve with Council member Gregutt seconding. Motion to approve was approved and passed unanimously.

g. Engineering Contract Amendment

Agreement amendment with Anderson Perry for design work on the Millrace Grade Crossing improvement project. City Council discussed the project, including the amount of time and money already invested, use of the road as a secondary access and possible use as bypass should the highway 12 bridge eventually get replaced by DOT. With no more discussion, Council member Romine moved to approve the amendment with Council member Paxton seconding. Motion to approve was approved and passed unanimously

h. Department of Revenue Business Licensing Agreement

Agreement with the Department of Revenue for them to take over and administer the City’s of Waitsburg Business Licensing. City Staff and Council discussed the process and how it will work going forward under the understanding the DOR will issue licenses on the City’s behalf when individual businesses license requests are submitted to the City for review and approval. With no more discussion, Council member Jim Romine moved to approve with Council member Gregutt seconding. Motion to approve was approved and passed unanimously.

i. Military Department Grant Agreement

Agreement with the Washington State Military Department for funding to purchase and install an emergency backup generator at the Wellfield site. Staff provided a background update on the project and timing for eventual installation. With no more discussion, Council member Romine moved to approve with Council Member Gregutt seconding. Motion to approve the agreement was approved and passed unanimously.

Unfinished Business

Mayor’s Report

Mayor Dunn reported that he had been over to inspect the sewer siphon repair work and was happy with it. Asked for Citizens to continue to wear their masks and practice social distancing.

Council Reports

Council Members Gregutt reported on activities involving the Planning Commission
Jim Romine reported on sheriff activity, on going work with the Fire District and needed repairs to several fire hydrants.

City Clerk Report

City Clerk Randy Hinchliffe reported on a variety of day to day operational items. 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 Romine moved to approve with Council Gregutt seconding. Motion to approve the bills was approved and passed unanimously.

October Payroll Clearing (Warrants 235 – 235)	\$17,986.14
-Includes direct deposit run on 10/29/2020 for \$9,009.94	
November Payroll Clearing (Warrants 235 – 235)	\$17,864.25
-Includes direct deposit run on 11/13/2020 for \$9,984.19	
Claims Clearing Vouchers (Warrants 23518 – 23561)	
-Includes warrants related to pay applications	<u>\$309,627.17</u>
	Total \$345,477.56

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 8:17 p.m.

Approved: 12/16/2020 Attest:

Mayor

City Clerk

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