

**CITY OF MOXEE, WASHINGTON
REGULAR COUNCIL MEETING
DECEMBER 12, 2019
COUNCIL CHAMBERS – CITY HALL**

Mayor LaBree opened the Regular Council Meeting at 7:00 PM.

Present:

Council: Mayor Greg LaBree and Council Members: Maravell Gonsioroski, Larry Frank, Rob Layman, LeRoy Lenseigne and Tom Hatstrup
Staff: Byron Adams, City Supervisor, Kristi Heilman, City Clerk-Treasurer, Amy Conger Assistant City Clerk and Police Chief Burkett
Absent: None
Guests: David Geer, Mike Battle (HLA), Dave Mullen and David Roy

1. APPROVAL OF MINUTES FROM NOVEMBER 14, 2019 CITY COUNCIL MEETING

Mayor LaBree asked if there were any corrections, additions or omissions to the minutes of November 14, 2019. There were none.

ACTION NO. 1 Council member Hatstrup made a motion to accept the minutes as prepared. Council member Gonsioroski seconded the motion. The motion carried.

2. PRESENTATION TO OUTGOING COUNCIL MEMBERS MARAVELL GONSIOROSKI AND TOM HATSTRUP

Mayor LaBree presented outgoing council members Maravell Gonsioroski and Tom Hatstrup with plaques thanking them for their service to the City of Moxee. Mrs. Gonsioroski has served as a council member since 1992. Mr. Hatstrup has served as a council member since 2002.

3. PUBLIC HEARING TO REVIEW CITY OF MOXEE 2020 FINAL BUDGET

Mayor LaBree opened the public hearing at 7:03 PM to review the 2020 Proposed Final Budget. City Supervisor Adams provided the Mayor and Council copies of the 2020 Proposed Final Budget. He then went over the projected revenues and proposed expenditures. Highlighted budgeted expenditure items listed were:

001 Current Expense Fund
 \$15,000 Operating transfer to 501 Equipment Reserves
 \$ 3,000 YCDA Annual Assessment
 \$7,500 2 Office Computers including setup & files transferred
 \$13,500 4 Computers for PD including setup & files transferred
101 City Streets Fund
 \$ 20,000 Operating transfer to 501 Equipment Reserves
 \$ 20,000 Replace/Repair Street Lights
301 Capital Projects Fund
 \$10,000 For City Hall Improvements - Landscaping
 \$5,000 For Park Improvements
 \$5,000 For Post Office Improvements
302 Economic Development
 \$150,000 Operating transfer to 305 City Street Construction Fund
305 City Street Construction Fund
 \$1,400,000 for Right of Way Phase of Morrier Lane Extension Project

- 401 Water/Sewer Fund
 - \$251,132 Debt Service
 - \$35,000 Charron Road Well #3 to purchase water claim shares
 - \$20,000 Operating transfer to 501 Equipment Reserves
 - \$ 5,000 Operating transfer to 425 Capital Facilities Planning
 - \$500,000 Operating transfer to 430 Water/Sewer Capital Improvements
- 402 Pressurized Irrigation System
 - \$20,000 For Irrigation Improvements
- 425 Capital Facilities Planning
 - \$60,000 for completion of Sewer Comp Plan
- 430 Water/Sewer Capital Improvements
 - \$1,000,000 for Construction of new well to replace Well #2
- 501 Equipment Reserves Fund
 - \$45,000 for vehicle purchase for Public Works
 - \$10,000 for tilt deck trailer for Public Works
 - \$88,000 for 2 new Police Patrol Car

Adams stated that the proposed budget total is \$7,198,982. There were no comments from the Council or the public. Mayor LaBree closed the public hearing at 7:20 PM.

4. ORDINANCE #799 AN ORDINANCE ADOPTING THE 2020 BUDGET FOR THE CITY OF MOXEE, WASHINGTON

Mayor LaBree read Ordinance #799, an Ordinance adopting the 2020 Final Budget for the City of Moxee, Washington.

ACTION NO. 2 Council member Frank made a motion to pass and adopt Ordinance #799 an Ordinance adopting the 2020 final budget for the City of Moxee, Washington. Council member Lenseigne seconded the motion. The motion carried.

5. REVIEW YEAR TO DATE REVENUES AND EXPENDITURES

City Supervisor Adams provided the Mayor and Council a spreadsheet showing the year to date revenues and expenditures. He reported that with one month of expenditures yet to be expended the only fund that will need to be amended is fund 401 Water/Sewer due to the Well #2 project. All other funds were within budget.

6. ORDINANCE #800 AN ORDINANCE AMENDING THE 2019 ANNUAL BUDGET

Mayor LaBree read Ordinance #800 and Ordinance amending the 2019 Annual Budget. The Ordinance is an amendment adjustment of \$120,000 for Fund 401 Water/Sewer

ACTION NO. 3 Council member Layman made a motion to pass and adopt Ordinance #800 an Ordinance amending the 2019 Annual Budget of the City of Moxee, Washington. Council member Gonsioroski seconded the motion. The motion carried.

7. REVIEW A PROPOSED TRANSPORTATION IMPROVEMENT BOARD FUEL TAX AGREEMENT FOR THE BEAUDRY RD & POSTMA RD CHIP SEAL PROJECT

City Supervisor Adams explained to the Mayor and Council that this is the typical Fuel Tax Agreement with TIB as with other projects. The award amount is \$19,000.00 for the project whereas the City's portion of the cost is \$3,000. Adams expects the project to be completed in July or August. Adams is seeking Council's authorization for the Mayor to sign.

ACTION NO. 4 Council member Hattrup made a motion to authorize the Mayor to sign the TIB Fuel tax agreement for the Beaudry Rd and Postma Rd Chip seal project. Council member Frank seconded the motion. The motion carried.

8. REVIEW A PROPOSED AGREEMENT FOR ELECTRONIC PAYMENT SERVICES BETWEEN THE CITY OF MOXEE AND INVOICE CLOUD.

City Supervisor Adams reported to the Mayor and Council regarding an electronic payment service offered by Invoice Cloud. This service will provide credit card payments and online payments via the City's up and coming website. He noted that staff has spoken with other jurisdictions that use this service and feel confident that it will serve the City's needs. Our current software, Vision Municipal Solutions, has already integrated with this service so it will work with our current programs. Invoice Cloud will cost approximately \$100 per month for the City and customers will be charged a convenience fee of \$3.95 for credit card payments and \$1.95 for Debit or ACH payments. Adams is seeking Council's approval to proceed.

ACTION NO. 5 Council member Gonsioroski made a motion to allow the City to sign an agreement with Invoice Cloud for electronic payment services. Council member Lenseigne seconded the motion. The motion carried.

9. REVIEW A PROFESSIONAL SERVICES AGREEMENT FOR ATTORNEY SERVICES

City Supervisor Adams noted that he has spoken with Margita Dornay regarding providing the City with Attorney Services. As per their conversation she is not going to charge a retainer fee and her hourly rate will be \$175 per hour. She will start January 1, 2020. He is still waiting to receive the professional Services Agreement from her but expects it soon. Adams is seeking Council approval to authorize him to enter into a Professional Services Agreement for Attorney services.

ACTION NO. 6 Council member Lenseigne made a motion to allow City Supervisor Adams to enter into a Professional Services Agreement for Attorney Services with Margita Dornay. Council member Hattrup seconded the motion. The motion carried.

10. APPROVE ACCOUNTS PAYABLE & PAYROLL CHECKS AS IDENTIFIED ON THE CLERK'S JOURNAL

Mayor LaBree asked for a motion to approve Claim Check Number 34775 through 34779 plus any direct deposits in the amount of \$14,783.06 dated November 28, 2019 and Claim Check Numbers 34780 through 34828 plus any direct deposits in the amount of \$191,286.13 dated December 12, 2019. Payroll Check numbers 29045 through 29086 plus any direct deposits in the amount of \$95,231.26 dated November 27, 2019 and Payroll Check numbers 29087 through 29101 and any direct deposits in the amount of \$42,008.69 dated December 13, 2019.

ACTION NO. 7 Council member Frank made a motion to approve the above-mentioned checks. Council member Layman seconded the motion. The motion carried.

OTHER BUSINESS:

Well #2 Progress Report:

City Supervisor Adams reported to the Mayor and Council that Schneider Drilling worked on baling and air lifting out the well so they could camera the well. It took two long days and they pulled out about 200 ft of sand and about two and a half yards of filter pack. The camera did not reveal any obvious problems. Adams is going to be talking to some well drillers to get an opinion as to what is happening in the well. He hopes to know more on Monday.

PD Reports:

Police Chief Burkett reported to the Council the stats for the month.

Neighbor complaint:

David Geer addressed the Mayor and Council regarding a home on Charron that is running a business out of it. Police Chief Burkett told Mr. Geer that they are in the process of drawing up and serving a code violation with the resident now that the City has an Attorney.

ADJOURNMENT

ACTION NO. 8

Council member Lenseigne made a motion to adjourn the Regular Council meeting at 8:02 PM. Council member Layman seconded the motion. The motion carried.

ATTEST:



CITY CLERK-TREASURER



MAYOR GREG LABREE



LARRY FRANK

TOM HATTRUP

MARAVELL GONSIOROSKI



LEROY LENSEIGNE



ROB LAYMAN