

**CITY OF MOXEE, WASHINGTON
REGULAR COUNCIL MEETING
DECEMBER 10, 2020
COUNCIL CHAMBERS – CITY HALL**

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

Present:

Council: Mayor Greg LaBree and Council Members: LeRoy Lenseigne, David Roy, Rob Layman, Jan Hutchinson and Larry Frank
Staff: Byron Adams, City Supervisor, Kristi Heilman, City Clerk-Treasurer, Amy Conger Assistant City Clerk
Absent: Police Chief Burkett
Guests: Steve Wells

1. APPOINTING AND SWEARING IN OF A NEW COUNCIL MEMBER

Council member David Mullen moved outside of City limits and had to resign from his position in October. Council member Roy had contacted former Council member Jan Hutchinson to see if she would be interested in filling Council member David Mullen's position.

ACTION NO.1 Council member Roy made a motion to appoint Jan Hutchinson to replace David Mullen's position. Council member Lenseigne seconded the motion. The motion carried.

City Clerk-Treasurer Heilman proceeded to swear in Jan Hutchinson.

2. APPROVAL OF MINUTES FROM NOVEMBER 12, 2020 CITY COUNCIL MEETING

Mayor LaBree asked if there were any corrections, additions, or omissions to the minutes of November 12, 2020. There were none.

ACTION NO. 2 Council member Lenseigne made a motion to accept the minutes as prepared. Council member Layman seconded the motion. The motion carried.

3. PUBLIC HEARING TO REVIEW CITY OF MOXEE 2021 FINAL BUDGET

Mayor LaBree opened the public hearing at 7:01 PM to review the City of Moxee's 2021 Final Budget. City Supervisor Adams provided the Mayor and Council copies of the 2021 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 Car
101 City Streets Fund
\$ 20,000 Operating transfer to 501 Equipment Reserves
301 Capital Projects Fund
\$10,000 for City Hall Improvements - Landscaping
\$15,000 for Park Improvements
\$5,000 for Post Office Improvements
\$5,000 for Building Improvements
302 Economic Development
\$600,000 Operating transfer to 430 Water/Sewer Capital Improvements
For Water and Sewer Improvements for Morrier Lane Extension
\$3,000 YCDA Annual Assessment

- 305 City Street Construction Fund
 - \$280,600 for SR 24 Pathway Engineering and right of way
 - \$1,200,000 for Right of Way Phase of Morrier Lane Extension Project
 - \$1,865,000 for Construction Phase of Morrier Lane Extension Project
- 401 Water/Sewer Fund
 - \$364,250 Debt Service
 - \$20,000 Operating transfer to 501 Equipment Reserves
- 402 Pressurized Irrigation System
 - \$20,000 For Irrigation Improvements
- 430 Water/Sewer Capital Improvements
 - \$652,000 for Morrier Lane Extension Project-Water/Sewer Utilities
- 501 Equipment Reserves Fund
 - \$55,000 for vehicle purchase for Public Works

Adams stated that the final budget total is \$8,762,150. There were no comments from the Council or the public. Mayor LaBree closed the public hearing at 7:12 PM.

ACTION NO. 3 Council member Lenseigne made a motion to approve the City of Moxee's 2021 Final Budget. Council member Frank seconded the motion. The motion carried.

4. ORDINANCE # 805 AND ORDINANCE ADOPTING THE 2021 BUDGET FOR THE CITY OF MOXEE

Mayor LaBree read Ordinance #805, an Ordinance adopting the 2021 Budget for the City of Moxee.

ACTION NO. 4 Council member Frank made a motion to pass and adopt the 2021 Budget for the City of Moxee. Council member Layman 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 405 Garbage due to more garbage services used due to Covid-19 and the fact that many people used that time to do more clean up at their properties. There were no questions.

6. ORDINANCE #806, AN ORDINANCE AMENDING THE 2020 BUDGET FOR THE CITY OF MOXEE/

Mayor LaBree read Ordinance #806, an Ordinance amending the 2020 Budget for the City of Moxee. The Ordinance is an amendment adjustment of \$65,000 for Fund 405 Garbage.

ACTION NO. 5 Council member Roy made a motion to pass and adopt Ordinance #806, an Ordinance amending the 2020 Budget for the City of Moxee. Council member Lenseigne seconded the motion. The motion carried.

7. PROGRESS PAYMENT #6 AND DESIGNATE AS FINAL TO HOLT SERVICES, INC. FOR WORK PERFORMED ON THE WELL #4 DRILLING, CASING, TESTING AND PUMP PROJECT

City Supervisor Adams stated that the Well #4 Project has been completed. Designating the project as final will start the clock ticking towards the release of the retainage for Holt Services, Inc.. A Notice of Completion will be sent to the Department of Revenue, Employment Security and Labor and Industries. The retainage amount of \$51,240.90 will be released after the City has received notification from all three of the agencies stating that the project is free and clear of all liens. Mayor LaBree read the letter from HLA recommending that Progress Estimate #6 in the amount of \$0.00 for work completed through October 15, 2020 be considered and accepted as final by the Moxee City Council as well as recommending the acceptance of this project by the City of Moxee.

ACTION NO. 6 Council member Frank made a motion to approve Progress Estimate #6 in the amount of \$0.00 to Holt Services, Inc. for work performed on the Well #4 Drilling, Casing, Testing and Pump Project and to accept the project as final. Council member Roy seconded the motion. The motion carried.

8. REVIEW A PROPOSED TRANSPORTATION IMPROVEMENT BOARD FUEL TAX AGREEMENT FOR THE MORRIER LANE EXTENSION PROJECT.

City Supervisor Adams noted that the City had applied for a Small City Arterial grant through the Transportation Improvement Board and was awarded \$270,000 for the Morrier Lane Extension Project. This equates to 15.25% of the project costs. Adams is seeking Council's authorization for the Mayor to sign the agreement.

ACTION NO. 7 Council member Layman made a motion to authorize the Mayor to sign a Transportation Improvement Board Fuel Tax Agreement. Council member Roy seconded the motion. The motion carried.

9. REVIEW AN ADMINISTRATIVE SETTLEMENT WITH J & E INVESTMENTS FOR RIGHT OF WAY PURCHASE FOR THE MORRIER LANE EXTENSION PROJECT.

City Supervisor Adams provided the Mayor and Council members an information packet regarding the administrative settlement with J & E Investments for right of way purchase for the Morrier Lane Extension Project. He reviewed the progress to date and the need for the Administrative Settlement and the additional funds for the cost to cure. He asked them to take the packets home to review, with the hope that it can be approved at the next Council meeting in January.

10. REVIEW A REQUEST TO FILE A FINAL PLAT FOR PHASE 1 OF THE HATTRUP HEIGHTS.

City Supervisor Adams reported that Hayden Homes is moving right along with the infrastructure and is requesting a final plat approval for Phase 1 of Hatstrup Heights. They have provided the City with \$1.1 million bond. Adams is seeking Council's approval for the Mayor to sign the plat.

ACTION NO. 8 Council member Roy made a motion to authorize the Mayor to sign the final plat for Hatstrup Heights Phase 1. Council member Lenseigne seconded the motion. The motion carried.

11. REVIEW AN INVITATION FROM THE YAKIMA COUNTY HEALTH DISTRICT TO SERVE AS A CITY REPRESENTATIVE ON THE BOARD OF HEALTH.

City Supervisor Adams provided the Mayor and Council members a copy of a letter to the Council from Yakima Health District that they are looking for 2 City Representatives to serve on the YHD Board of Health.

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

Mayor LaBree asked for a motion to approve the following checks:

Payroll Checks Nos. 29596 – 29632 plus any Electronic Checks for a total of \$ 103,498.72

Claim Checks Nos. 35518 – 35575 and No. 6632 plus any Electronic Checks for a total of \$273,386.29

ACTION NO. 9 Council member Frank made a motion to approve the above-mentioned checks. Council member Roy seconded the motion. The motion carried.

OTHER BUSINESS:

VOIDED CHECK:

City Clerk-Treasurer Heilman noted that payroll check number 29476 IN THE AMOUNT OF \$230.55 was reported as lost and an affidavit for a lost check was completed and notarized. Check number 29476 was voided and check number 29633 was issued in its place.

SPECIAL EVENT REQUEST:

City Supervisor Adams told the Council that some area farmers are wanting to sponsor a firework display as a celebration for the New Year of 2021. They are seeking permission from the Council to let the fireworks off in the park at midnight. Adams noted that the Council has the authority to authorize a Special Event such as this. The Council agreed to authorize this one time Special Event but stipulated that the City should try to get the word out to the community, through social media, the City's website and the City's reader board, that park will be closed to the public and to not gather there. Also to alert those with animals, so that they can prepare for some loud fireworks.

ACTION NO. 10 Council member Layman made a motion to approve this one time "Special Event" of a New Year's Eve fireworks display at the park. Council member Frank seconded the motion. The motion carried.

ADJOURNMENT

ACTION NO. 11 Council member Lenseigne made a motion to adjourn the Regular Council meeting at 7:44 PM. Council member Frank seconded the motion. The motion carried.

ATTEST:



CITY CLERK-TREASURER



MAYOR GREG LABREE



LEROY LENSEIGNE



LARRY FRANK



DAVID ROY



ROB LAYMAN



JAN HUTCHINSON