

**CITY OF MOXEE
REGULAR COUNCIL MEETING
FEBRUARY 10, 2022
COUNCIL CHAMBERS-CITY HALL**

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

Present:

Council: Mayor and Council Members: Mayor LeRoy Lenseigne, Rob Layman, David Roy, Jan Hutchinson and Larry Frank.

Staff: Jeff Burkett, Police Chief/Acting City Supervisor; Amy Conger, Assistant City Clerk; and Amanda Wesselius, Assistant City Clerk.

Absent: Kristi Heilman, Greg Spurgin

Guests: Angel Keller, Augustine Larpong, Connie Lenseigne, Paula Heine, Ann Heine, Cindy Olivas, Neil Hutchinson

1. APPROVE MINUTES FROM JANUARY 13, 2022, CITY COUNCIL MEETING.

Mayor Lenseigne asked if there were any corrections, additions, or omissions to the minutes of January 13, 2022. There were none.

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

2. PROGRESS PAYMENT #3 TO SELLAND CONSTRUCTION, INC. FOR THE WORK PERFORMED ON THE MORRIER LANE EXTENSION PROJECT THROUGH JANUARY 25, 2022.

Mayor Lenseigne read a letter from HLA regarding the recommendation to make the progress payment #3 to Selland Construction, Inc. in the amount of \$71,890.51 for work performed through January 25, 2022, on the Morrier Lane Extension Project. Police Chief/ Acting City Supervisor Burkett said the water and sewer work is complete, work is being done on the storm drains and work on power should be started next week. Burkett noted that the weather stoppages should be done.

ACTION NO. 2 Council member Frank made a motion to authorize progress payment #3 to Selland Construction, Inc. for work performed through January 25, 2022, on the Morrier Lane Extension Project in the amount of \$71,891.50.
Council member Roy seconded the motion. The motion carried.

3. REVIEW A PROFESSIONAL SERVICES AGREEMENT WITH HORDAN PLANNING SERVICES FOR PROVIDING CONSULTING SERVICES FOR LAND USE.

Police Chief/Acting City Supervisor Burkett discussed the new contract with Hordan Planning Services. Burkett noted the only change is that fees for service went from \$145/hour to \$165/hour otherwise, the contract is identical to the previous agreement.

ACTION NO. 3 Council member Roy made a motion authorizing the Mayor to sign the agreement with Hordan Planning Services.
Council member Layman seconded the motion. The motion carried.

4. REVIEW A REQUEST TO SUBMIT A TIB COMPLETE STREETS WORK PLAN.

Police Chief/Acting City Supervisor Burkett said that the City had put in for grant dollars for projects. The funding for these projects is very low \$50,000, \$75,000, and \$100,000. HLA prepared 3 packets corresponding to the three stated dollar amounts. The packets were for SR-24 Pathway permitting-\$50,000, Moxee Ave southside of street tree removal and SR-24 Pathway permitting -\$75,000, and Moxee Ave street tree removal for both sides and SR-24 Pathway permitting-\$100,000.

ACTION NO. 4 Council member Frank made a motion authorizing the Mayor to sign the three work plans.
Council member Hutchinson seconded the motion. The motion passed.

5. REVIEW IRRIGATION LETTER TO ALL MOXEE IRRIGATION CUSTOMERS.

Police Chief/Acting City Supervisor Burkett informed the Council that due to many complaints about low irrigation water pressure in the 2021 irrigating season, the City had done a lot of investigating into the issue. It was determined that the low irrigation water pressure is due to many City of Moxee irrigation customer's irrigation system that were designed to use more than the 5 gallons per minute each property is allotted. Former City Supervisor Adams had drafted a letter to the City of Moxee irrigation customers addressing this issue. Burkett shared this letter with the Council. The Council reviewed the letter. There were no questions. Burkett noted he would like it to go out with the next utility billing on February 28, 2022. It will be sent out on February 28, 2022.

6. RESOLUTION 2022-02 A RESOLUTION OF THE CITY OF MOXEE, WASHINGTON, DETERMINING THE IRRIGATION PUMP STATION ASSESSMENT FOR THE 2022 IRRIGATING SEASON.

Police Chief/Acting City Supervisor Burkett reminded Council that every year a Resolution determining the irrigation pump station assessment for the irrigation season is required. Burkett noted that the City budgeted \$55.00 per connection for the 2022 season which is the same as the 2021 assessment. Mayor Lenseigne read Resolution 2022-02, a Resolution determining the irrigation pump station assessment for the 2022 irrigation season.

ACTION NO. 5 Council member Layman made a motion to approve Resolution 2022-02, a Resolution determining the irrigation pump station assessment for the 2022 irrigation season.
Council member Roy seconded the motion. The motion carried.

**EXECUTIVE SESSION TO REVIEW EMPLOYEE EVALUATIONS – RCW 42.30.110 (g)
FOR APPROXIMATELY 10 MINUTES.**

At 7:14 PM Mayor Lenseigne asked that the public leave the Council Chambers as the Council was going into Executive Session to discuss employee evaluations for approximately 10 minutes. At 7:24 PM Mayor Lenseigne reopened the Council Chambers to the public.

7. ORDINANCE #821 AN ORDINANCE PERTAINING TO EMPLOYEE SALARIES.

Mayor Lenseigne read Ordinance #821, an Ordinance relating to employee salaries and repealing Ordinance # 807 in its entirety.

ACTION NO. 6 Council member Roy made a motion to pass and adopt Ordinance #821, an Ordinance relating to employee salaries and repealing Ordinance #807 in its entirety.
Council member Hutchinson seconded the motion. The motion carried.

8. APPROVE ACCOUNTS PAYABLE AND PAYROLL CHECKS AS IDENTIFIED ON THE CLERK'S JOURNAL.

Payroll Check Nos. 30337 – 30370 plus any Electronic Checks for a total of \$125,444.72

Claims Check Nos. 36346 – 36349 plus any Electronic Checks for a total of \$5,700.73 for December 2021 Open Period.

Claims Check No. 5020 in the amount of \$178,097.91 for December 2021 Open Period.

Claims Check Nos. 36350 – 36397 Plus any Electronic Checks for a total of \$230,622.91

Claims Check No. 5021 in the amount of \$121,524.49 for January 2022

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:

Police Chief/Acting City Supervisor Burkett noted that due to recent staffing changes, City Supervisor Adams retiring and City Clerk Treasurer Heilman retiring as of April 1, 2022, that he, Police Chief/Acting City Supervisor; Assistant City Clerk/Acting City Clerk-Treasurer Amy Conger; and Mayor Pro Tem, David Roy will need to be added as signers to the bank account for CALCOE.

Assistant City Clerk/Acting City Clerk-Treasurer Amy Conger noted that Check #36196 issued on 11/11/2021 to ARAMARK for \$190.76 was reported as lost. It was voided on 1/14/2022 and reissued as check #36345.

OLD BUSINESS:

Council member Hutchinson asked where the City was on the eviction process for The Barbershop. Police Chief/Acting City Supervisor Burkett noted that The Barbershop was current with utilities and lease payment at this time.

Assistant City Clerk Conger noted the progress that was made on the Councils request for a Fireworks Survey. Conger noted that a sample survey was designed. Conger presented the Council with a proof of the Fireworks Survey postcard mailer as well as a door hanger that will be delivered to homes within city limits that do not currently have services setup with the City, as well as residents of multifamily homes. The cost of the postcard mailer is estimated \$600. The postcards and door hangers are planned to go out at the first part of March 2022. Completed surveys will need to be turned back into City Hall no later than April 15,2022. Only one survey per household. The Council said they looked good. Postcards and mailers will be sent out.

POLICE BUSINESS:


Acting Police Lieutenant Mark Lewis reported the Moxee Police Department was at 120 incidents for the year. Lewis also noted that they had been dealing with COVID related staffing shortages.

ADJOURNMENT

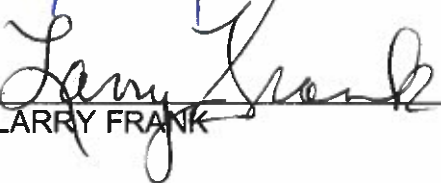
ACTION NO. 8 Council member Frank made a motion to adjourn the Regular Council meeting at 7:36 PM. Council member Hutchinson seconded the motion. The motion carried.

ATTEST:


ASSISTANT CITY CLERK


ROB LAYMAN

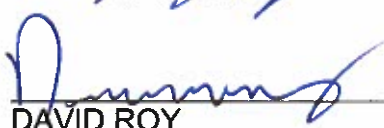

JAN HUTCHINSON


LARRY FRANK


MAYOR LEROY LENSEIGNE

Absent

GREG SPURGIN


DAVID ROY