

**City of Airway Heights
CITY COUNCIL
MEETING MINUTES**

13120 W. 13th Ave. Airway Heights, Washington

Monday, March 17, 2008

Agenda Workshop: 5:30 PM

1. **Call to Order by Mayor Matthew Pederson at 5:37 PM**
2. **Roll Call by Clerk-Treasurer Richard Cook**

Mayor Matthew Pederson	P
Deputy Mayor Larry Haskell	P
Patrick Rushing	A
Charlotte Lawrence	P
Donald Mitchell	A
Kevin Richey	P
John Holloway	P

Staff Present: Interim City Manager Lee Bennett; City Attorney Stanley Schwartz; Public Works Director Albert Tripp; Community Development Director Alfred Pili'aloaha; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

Councilmember Rushing and Mitchell both called and they will be arriving late.

3. **Agenda Review:**

Announcements/Presentations- None

Public Hearings- None

Consent Agenda

ITEM A: Warrant Register Approval

ITEM B: Summary Report Treasurers Report and Bank Reconciliation

ITEM C: Approval of Minutes

Action Items

ITEM D1: Approval of Lease Agreement for Mail Machine

Councilmember Mitchell arrived at 5:40 PM

ITEM D2: Approval of Postage Meter Rental

ITEM E: Cooperative Agreement for CDBG Funds

ITEM F: Approval of Work Order 2008-01 to Century West Engineering

ITEM G: Consultant Agreement with Century West Engineering

ITEM H: Approval of Task Order with Northwest Hydro Tech

Ordinances:

ITEM I: 2nd Read of Ordinance C-675, Amending AHMC Title 17 Zoning – defer to April 7th Council meeting

Resolutions:

ITEM J: Resolution 2008-06, Interfund Loan term Extension

ITEM K: Resolution 2008-007, Authorizing a Interfund Loan
Executive Session: None
Workshop: Mayor Pederson request 10 minute Executive Session

Adjourned agenda workshop at 6:06 PM

Legislative Session: 6:00 PM

1. **Invocation - None**
2. **Pledge of Allegiance led by Mayor Matthew Pederson**
3. **Call to Order by Mayor Matthew Pederson at 6:21 PM**
4. **Roll Call by Clerk-Treasurer Richard Cook**

Mayor Matthew Pederson	P
Deputy Mayor Larry Haskell	P
Patrick Rushing	A
Charlotte Lawrence	P
Donald Mitchell	P
Kevin Richey	P
John Holloway	P

Staff Present: Interim City Manager Lee Bennett; City Attorney Stanley Schwartz; Public Works Director Albert Tripp; Community Development Director Alfred Pili'aloaha; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

Motion by Deputy Mayor Haskell to excuse Councilmember Rushing, Seconded by Lawrence. Motion carried unanimously.

5. **Agenda Approval**
Motion by Councilmember Lawrence with changes, Seconded by Deputy Mayor Haskell. Motion carried unanimously.

6. **Announcements/Presentations**

Non-Council announcements: None

Deputy Mayor Haskell:

Councilmember Rushing:

Councilmember Lawrence:

Councilmember Mitchell:

Councilmember Richey:

Councilmember Holloway:

Mayor Pederson:

7. **Council Reports**

Deputy Mayor Haskell: was in WA DC with the Mayor

Councilmember Rushing arrived at 6:28 PM

Councilmember Rushing: Reviewed both committee meeting minutes that he was unable to attend, thank you for the review Mr. Holloway. Finance committee did not have enough members to hold the meeting, however the items are on the agenda tonight.

Councilmember Lawrence: Attended the CDEC on 3/10 all items are on the agenda tonight. We discussed city park names and sunset crossing, park impact fee ordinance and pathways master plan.

Councilmember Mitchell: No report

Councilmember Richey: No report

Councilmember Holloway: Attended Public Works Committee where we discussed the following, changing the date of the meeting to accommodate everyone, Partnership agreement with EPA, Century West, selection of an Architect for 2008 staff recommends ALSC. Select an Engineer for 2008 staff recommends Century West. Discussed the crosswalks and improvements, purchasing of 176 acre ft of water right from Norman Stradling for well that belonged to Cadruvi's.

Mayor Pederson: Was in WA DC with Deputy Mayor Haskell, gave a brief recap on the conference in Washington DC.

8. Public Hearings

9. Consent Agenda

ITEM A: Warrant Register Approval

The Warrant Register for February 2008 consists of Claims vouchers 23319 to 23559 totaling \$580,116.00 and Payroll vouchers 22007 to 22009, 22196 to 22206 and Electronic Payroll Transfers 900000 to 900077 totaling \$229,964.52 for a total of \$810,080.52.

ITEM B: Summary Report Treasurers Report and Bank Reconciliation

Acknowledge receipt of the Summary Report of City of Airway Heights Treasurer's Report and Bank Reconciliation for November 2007. Bank account Cash and Investments and Fund Balance total is:

November 2007 \$7,996,803.18

ITEM C: Approval of Minutes

Request approval of minutes for February 4, February 19 and March 3, 2008.

Motion by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion carried unanimously.

10. Action Items

ITEM D1: Approval of Lease Agreement for Mail Machine

Request Council approval of a lease agreement between the City and Greater Bay Capital for one Hasler WJ110 mail machine and one Hasler five pound interfaced scale and a maintenance agreement for a total including sales tax of \$79.56 per month for 63 months.

This replaces and supersedes the agreement with Greater Bay Capital approved by the City Council on March 3, 2008.

Motion by Councilmember Rushing, Seconded by Councilmember Holloway. Motion carried unanimously.

ITEM D2: Approval of Postage Meter Rental

Request Council approval of a lease agreement between the City and Hasler, Inc. for postage meter rental at \$49.00 plus sales tax for a total of \$53.21 per month for 60 months.

This replaces and supersedes the agreement with Hasler, Inc approved by the City Council on March 3, 2008. Term of the lease is now 60 months.

Motion by Councilmember Rushing, Seconded by Councilmember Holloway. Motion carried unanimously.

ITEM E: Cooperative Agreement for CDBG Funds

Requesting Council approval of the Cooperative Agreement for Community Development Block Grant Funds to remain as a member of the Spokane County Consortium. This allows the City to apply for and receive CDBG funds from the Spokane County Consortium.

Motion by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion carried unanimously.

ITEM F: Approval of Work Order 2008-01 to Century West Engineering

Request Council approval of Work Order 2008-01 to Century West Engineering to perform lift station site acquisition services for an amount not to exceed \$12,000.00.

Motion by Councilmember Rushing, Seconded by Councilmember Mitchell. Motion carried unanimously.

ITEM G: Consultant Agreement with Century West Engineering

Request Council approval of a Consultant Agreement between the City and Century West Engineering for design and bid documents for SR2 crosswalk enhancement grant. Unbudgeted impact is \$17,300 from an interfund loan from water/sewer fund. The loan repayment is from Washington State DOT through a grant received for \$259,547.00.

Motion by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion carried unanimously.

ITEM H: Approval of Task Order with Northwest Hydro Tech

Request Council approval of a task order for valve maintenance with Northwest Hydro Tech. Task order amount is \$5891.54 including tax.

Motion by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion carried unanimously.

Ordinances:

ITEM I: 2nd Read of Ordinance C-675, Amending AHMC Title 17 Zoning

An ordinance repealing the existing AHMC Title 17, Zoning and replacing with an updated Title that is consistent with the Growth Management Act.

Motion to table until April 7th meeting by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.

Resolutions:

ITEM J: Resolution 2008-006, Interfund Loan term Extension
A resolution authorizing the extension of the term of the interfund loan authorized by Reso 2007-015 which was subsequently extended by Reso 2007-032 until March 15, 2008. This interfund loan was from the Current Expense fund to the Street fund pending receipt of \$66,304 from the Spokane Transit Authority for grant moneys for bus shelters on Highway 2. This resolution extends the term of the loan to June 30, 2008.
Read by Clerk-Treasurer Richard Cook
Motion by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.

ITEM K: Resolution 2008-007, Authorizing a Interfund Loan
A resolution authorizing a interfund loan from the Water-Sewer fund to the Street fund not to exceed \$259,500.00 pending receipt of grant funds from the Washington State Department of Transportation for SR2 crosswalk enhancement grant.
Read by Clerk-Treasurer Richard Cook
Motion by Councilmember Rushing, Seconded by Councilmember Mitchell, Councilmember Holloway left dias. Motion carried unanimously.

ITEM L: Agreement with Fire District 10
A mitigation services agreement between the City and Spokane County Fire District #10.
Motion by Mayor Pederson, Seconded by Deputy Mayor Haskell. Motion carried unanimously.

11. Citizen's Comments: None

12. Staff Reports

Lee Bennett: Spring is Thursday and Spring Clean up day is April 19th

Stanley Schwartz: No report

Alfred Pili'aloa: No report

Albert Tripp: Annual Spring Clean Up is April 19th.

Victor Bolstad: No report

Richard Cook: Audit Exit Conference will be held on April 1st at the Finance Committee Meeting. Sales Tax collections for Spokane County for Feb 2008 compared to 2007 is down per Spokane County report is down but due to miscodes throughout the county we are up about 9% which is on target, not as strong as he would hope but on Budget target

13. Workshop- None

14. Executive Session

Adjourned to Executive Session at 7:25 PM to discuss the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

Reconvened Regular Session at 7:37 PM

15. Adjournment

**Motion to adjourn by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion carried unanimously.
Adjourned Regular Session at 7:39 PM**

APPROVED:

ATTEST:

Matthew S. Pederson, Mayor

Richard G. Cook, Clerk-Treasurer

This meeting was audio and video recorded. Anyone wishing to view either copy may contact the Clerk-Treasurer at City Hall.