

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

13120 W. 13th Ave. Airway Heights, Washington

Monday, May 4, 2009

Agenda Workshop: 5:30 PM

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

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

Staff Present: City Manager Albert Tripp; City Attorney Stanley Schwartz; Fire Chief John Schoen, Assistant City Planner Derrick Braaten; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

3. **Agenda Review:**

Announcements/Presentations

Eagle Scout Project-Sunset Park Volleyball Court - Bryce Parkinson

Public Hearings

Council Compensation

Consent Agenda

ITEM A: Purchase Approval Register

ITEM B: Summary Report Treasurers Report and Bank Reconciliation

ITEM C: Quarterly Financial Position Report

Action Items

ITEM D: Acceptance of a "No Protest Agreement and Covenant Running with the Land"

ITEM E: Amendment to MOU with West Central Community Center-WIC

ITEM F: Approval to Apply for Aid for Firefighters Program Grant

ITEM G: Public Safety Cost of Service Study

ITEM H: Approval of Job Description for Administrative Assistant/Building Inspector

ITEM I: Approval of Change Order #1 for AWRP Phase 1A Project

ITEM J: Authorize Request for Bids for SR2 Pedestrian Crosswalk Enhancement Project

ITEM K: Second Amendment to MOU with the City of Spokane and Spokane County Annexation Agreement

Ordinances:

ITEM L: 1st Read of Ordinance C-699, Salary Ordinance

Resolutions:

ITEM M: Resolution 2009-012, Appointing of FEMA Agents

ITEM N: Resolution 2009-013, Amending Sole Source Vendor List

ITEM O: Resolution 2009-014, Administrative Fees

Workshop:

Executive Session:

Adjourned agenda workshop at 5:52PM

Legislative Session: 6:00 PM

1. **Invocation led by Councilmember Rushing**
2. **Pledge of Allegiance led by Mayor Matthew Pederson**
3. **Call to Order by Mayor Matthew Pederson 6:06 PM**
4. **Roll Call by Clerk-Treasurer Richard Cook**

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

Staff Present: City Manager Albert Tripp; City Attorney Stanley Schwartz; Fire Chief John Schoen; Assistant City Planner Derrick Braaten; Clerk-Treasurer Richard Cook; Accounting/Records Clerk Victor Bolstad.

Motion to excuse Councilmember Richey absence by Councilmember Rushing, Seconded by Councilmember Holloway. Motion passed unanimously.

5. **Agenda Approval**
Motion by Deputy Mayor Haskell to approve amended agenda, Seconded by Councilmember Rushing. Motion passed unanimously.
6. **Announcements/Presentations**

Eagle Scout Project-Sunset Park Volleyball Court - Bryce Parkinson

J.C. Kennedy informed council and staff about the outstanding project Mr. Parkinson undertook which saved the City essentially \$2,000.00. This was a significant contribution to the City, that otherwise may not have been completed. Mayor Pederson presented Mr. Parkinson with a plaque, certificate and stated a letter would be forthcoming.

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: Also attended the Ground Breaking ceremony, has no report.

Councilmember Rushing: Also attended the Ground Breaking ceremony and enjoyed it and the turn-out of other officials, No report.

Councilmember Lawrence: No report but did attend the Ground Breaking ceremony for the WWTP and thought it went very well.

Councilmember Mitchell: Finance Comm. Met on the 27th we had a 2 hour meeting discussing 14 items on the agenda, one item not on the agenda is a process change in City Hall in the Finance Dept. which is an audit process check list for future audits.

Councilmember Holloway: Attended PW meeting on the 29th we discussed 5 items they are as follows: 1. Council acceptance Item D: which is no protest agreement and covenant running with the land. 2. Job description for Admin. Asst/Bldg. Inspector. 3rd. Upgrade Hwy 2 Pedestrian crossing grant. 4th. Change order regarding fencing for the WWTP. 5th and last Public Hearing on the Agenda tonight.

Mayor Pederson: Met with City of Spokane and Spokane County to discuss a 60 day extension regarding annexation agreement which is on the agenda tonight. Did not attend the CEDC meeting as he was in WA DC with the WP Chamber of Commerce, met with officials at the Pentagon along with officials from FAFB to discuss issues concerning construction upgrades at FAFB and future life of FAFB.

Also attended the Ground Breaking ceremony for the WWTP and was very proud of the accomplishment thus far and the turn out.

8. Public Hearings Start time 6:30 PM Stop time 7:14 PM

Council Compensation

Discussion regarding increasing council compensation for future terms.

9. Consent Agenda

ITEM A: Purchase Approval Register

Requesting approval of the Purchase Approval Register in the amount of \$97,914.97 to Century West Engineering for Professional Services, \$10,561.98 to Witherspoon, Kelley, et al for Professional Services for a total of \$108,476.95.

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 January 2009, February 2009 and March 2009 . Bank account Cash and Investments and Fund Balance total is:

January 2009	\$10,039,212.89
February 2009	\$10,117,511.38
March 2009	\$10,215,074.54

ITEM C: Quarterly Financial Position Report

Acknowledge receipt of Quarterly Financial Position Report for the period January 1 through March 31, 2009.

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

10. Action Items

ITEM D: Acceptance of a "No Protest Agreement and Covenant Running with the Land"

Request Council acceptance of a “No Protest Agreement and Covenant Running with the Land” for the property owned by Robert Kinton at 13008 W 21st Ave.

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

ITEM E: Amendment to MOU with West Central Community Center-WIC

Request Council approval of the amendment to the Memorandum of Understanding, dated May 15, 2007, between the City and West Central Community Center to provide Women, Infants and Children (WIC) services for the Airway Heights community. The amendment lowers the City’s annual payment to \$6,000.00 and extends the contract date through May 5, 2011.

Motion by Deputy Mayor Haskell with changes, Seconded by Councilmember Rushing. Discussion among staff and council, **Deputy Haskell withdrew his motion and Councilmember Rushing withdrew his second. Motion to table by Councilmember Lawrence, Seconded by Deputy Mayor Haskell. Motion passed unanimously.**

ITEM F: Approval to Apply for Aid for Firefighters Program Grant

Request Council approve the application for a grant from the Aid for Firefighters Program. This grant will provide currently certified Breathing Apparatus and Structural Turnout gear for the entire department. City match of five percent is \$8,106.30.

Motion by Deputy Mayor Haskell, Seconded by Councilmember Rushing. Motion passed unanimously.

ITEM G: Public Safety Cost of Service Study

Request Council approval of the scope of work and task plan for the FCS Group to perform a public safety cost of service analysis for \$38,760.00. Funds will be transferred from the Casino Impact Reserve Fund.

Motion by Councilmember Rushing, Seconded by Deputy Mayor Haskell. Councilmember Holloway abstained. Motion passed .

ITEM H: Approval of Job Description for Administrative Assistant/Building Inspector

Request Council approve the job description combining administrative assistant and building inspector task functions for the Public Works and Building Department. This will increase staff flexibility currently and in the future.

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

ITEM I: Approval of Change Order #1 for AWRP Phase 1A Project

Request Council approval of Change Order No. 1 reducing the fence height from 7 feet to 6 feet for the Advanced Wastewater Reclamation

Facility (AWRF) Phase 1A Project. This will reduce the total contract cost by \$7,989.45 to \$7,621,663.55.

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

ITEM J: Authorize Request for Bids for SR2 Pedestrian Crosswalk Enhancement Project

Request Council authorize Staff to go out for bid on the SR2 Pedestrian Crosswalk Enhancement Project. This will upgrade existing mid-block pedestrian crossings between Russell and Zeigler Streets with overhead signal poles, flashing beacon lights and programmable digital speed indicator signs that display either speed limit or the vehicle's current speed. One hundred percent grant from WSDOT.

Motion by Deputy Mayor Haskell, Seconded by Councilmember Rushing. Motion passed unanimously.

ITEM K: Second amendment to MOU with the City of Spokane/Spokane County Annexation Agreement.

Motion by Deputy Mayor Haskell, Seconded by Councilmember Rushing. Motion passed unanimously.

Ordinances:

ITEM L: 1st Read of Ordinance C-699, Salary Ordinance

An ordinance amending ordinance C-697, which amended ordinance C-692 which fixed the positions, salaries and compensation for appointed officers and employees of the City for 2009, by adding the position of Administrative Assistant/Building Inspector to the authorized employee positions for 2009.

Read by Clerk-Treasurer Richard Cook

Resolutions:

ITEM M: Resolution 2009-012, Appointing of FEMA Agents

A resolution appointing agents for the City with regard to the Disaster Declaration for December 12, 2008 through January 5, 2009, Severe Winter weather.

Read by Clerk-Treasurer Richard Cook

Motion by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion passed unanimously.

ITEM N: Resolution 2009-013, Amending Sole Source Vendor List

A resolution removing Cycrest Systems Incorporated from the Sole Source vendor for computer network support and upgrade services.

Read by Clerk-Treasurer Richard Cook

Motion by Deputy Mayor Haskell, Seconded by Councilmember Rushing. Motion passed unanimously.

ITEM O: Resolution 2009-014, Administrative Fees

A resolution setting the Administrative Fees for the City.

Read by Clerk-Treasurer Richard Cook

Motion by Councilmember Rushing, Seconded by Councilmember Lawrence, after discussion withdrew both motion and second, Motion to table by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion passed unanimously.

11. Citizen's Comments: None

12. Staff Reports

Albert Tripp: No report

Stanley Schwartz: FYI items only, 1st, Friday, the City became official owners of a new Police Department building. 2nd, I will be sending a distribution memorandum regarding the Spokane Tribe and Spokane City re: Mitigation payments and the disbursement thereof which will be brought up in the near future. ADHOC committee will have to meet to discuss the matter at a later date.

J.C. Kennedy: No report

Derrick Braaten: No report

Victor Bolstad: No report

Richard Cook: One item, we received the April 2009 sales tax which was \$47,000, which is less than last year at this time which was \$56,000. That is 16% less for the month and 4.6% less for the year to date. Could be due to less construction and the long winter which caused less building but we do not know at this time if that will pick up.

13. Workshop- None

14. Executive Session - None

15. Adjournment

Motion to adjourn by Councilmember Rushing, Seconded by Councilmember Lawrence. Motion passed unanimously.

Adjourned Regular Session at 9:10 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.