

City of Airway Heights
CITY COUNCIL
MEETING MINUTES

13120 W. 13th Ave. Airway Heights, Washington

Monday, December 1, 2008

Agenda Workshop: 5:30 PM

1. **Call to Order by Mayor Matthew Pederson at 5:31 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: City Manager Albert Tripp; City Attorney Stanley Schwartz; Public Works Director Bryan St Clair; Clerk-Treasurer Richard Cook; Parks & Recreation & Community Services Director JC Kennedy; Accounting/Records Clerk Victor Bolstad.

3. **Agenda Review:**

Announcements/Presentations

Public Hearings

2009 Budget

Consent Agenda

ITEM A: Purchase Approval Register

ITEM B: Confirmation of Administrative Budget Transfer BT 2008-006

ITEM C: Summary Report Treasurers Report and Bank Reconciliation

ITEM D: Approval of Minutes

Action Items

ITEM E: Recognition of Mr. Jarrell Miller for Contribution to the City

ITEM F: Recognition of the Buckhorn Inn for their Community Service

ITEM G: Revised Contract with DOC for Offender Work Crew

ITEM H: Approval of Professional Services with Alfred Pili'alo

ITEM I: Approving Amended Contract with Sewell & Associates, LLC

ITEM J: Rejection of Bids-Commercial Building Inspections

Ordinances:

ITEM K: 1st Read of Ordinance C-692, Salary Ordinance

ITEM L: 1st Read of Ordinance C-693, Adopting the 2009 Budget

Resolutions:

**ITEM M: Resolution 2008-030, Adopt Revised GMA Public Participation
Program Guidelines**

ITEM N: Resolution 2008-035, Suspending Transfer of Funds

Executive Session: There will be an executive session

Workshop:

Adjourned agenda workshop at 5:50 PM

Legislative Session: 6:00 PM

1. **Invocation – not given**
2. **Pledge of Allegiance by Mayor Matthew Pederson**
3. **Call to Order by Mayor Matthew Pederson 6:01 PM**
4. **Roll Call by Clerk-Treasurer Richard Cook**

Mayor Matthew Pederson	P
Deputy Mayor Larry Haskell	P
Patrick Rushing	P(6:28)
Charlotte Lawrence	P
Donald Mitchell	P
Kevin Richey	P
John Holloway	P

Staff Present: City Manager Albert Tripp; City Attorney Stanley Schwartz; Public Works Director Bryan St Clair; Clerk-Treasurer Richard Cook; Parks & Recreation & Community Services Director JC Kennedy; Accounting/Records Clerk Victor Bolstad.

5. **Agenda Approval**
Motion to approve agenda with changes noted by Deputy Mayor Haskell, Seconded by Councilmember Lawrence. Motion carried unanimously.
6. **Announcements/Presentations**

Moved Items E and F to follow Agenda Approval

Was ITEM E: Recognition of Mr. Jarrell Miller for Contribution to the City
The City wishes to recognize Mr. Jarrell Miller for the completion of his Eagle Scout project. He constructed and installed four (4) message centers at Sunset Park.

Was ITEM F: Recognition of the Buckhorn Inn for their Community Service
The City wishes to recognize the Buckhorn Inn for their contributions to the Community.

Non-Council announcements: None

Deputy Mayor Haskell:

Councilmember Rushing:

Councilmember Lawrence:

Councilmember Mitchell:

Councilmember Richey:

Councilmember Holloway:

Mayor Pederson: This Sat Dec. 6th the AHFA in conjunction with the AH Recreation Dept. will be hosting the second annual AH Winter Festival beginning with the breakfast

with Santa, Sunset PTO will host a movie at Sunset Elementary and the annual bonfire, horse carriage ride and tree lighting ceremony will take place at Sunset Park at 6:00 PM. There is a house-decorating contest, which is \$500.00 for first place. There are also awards for 2nd and 3rd place.

7. Council Reports

Deputy Mayor Haskell: No report

Councilmember Lawrence: No report

Councilmember Mitchell: Attended the CEDC meeting and Finance Committee. Finance met and we discussed 6 items all basic housekeeping things on the Agenda tonight. Also discussed the Bio Diesel Facility and purchase of gas to the city, keeping the purchase of gas within the city limits.

Councilmember Richey: Attended the CEDC meeting, most things are on the Agenda.

Councilmember Holloway: PW Committee met on the 26th to discuss four items, 1st was the road development plan, discussed Bio Diesel Facility, Spokco Fuel use and needs by departments, discussed the DOC contract.

Mayor Pederson: Attended the CEDC meeting, Mr. Tripp and the Mayor attended a meeting with Mayor Verner and staff in Spokane regarding joint planning, urban growth areas, also attended the GMSC of Elected Officials,

8. Public Hearings Start time 6:20 PM End time 6:22 PM

2009 Budget

Presented by Clerk-Treasurer Richard Cook

9. Consent Agenda

ITEM A: Purchase Approval Register

Requesting approval of the Purchase Approval Register in the amount of \$140,577.96 to Century West Engineering for Professional Services-AWRF, \$76,222.00 to Esvelt Environmental Engineering for Professional Services-AWRF, \$2,593.50 to GeoEngineers for Professional Services-AWRF, \$44,748.00 to Structural Research Co for Professional Services-AWRF for a total of \$264,141.46.

ITEM B: Confirmation of Administrative Budget Transfer BT 2008-006

Request confirmation of Administrative Budget Transfer BT 2008-006 which transfers within the Current Expense Fund, Street Fund and Advanced Wastewater Reclamation Facility (AWRF) Fund a total of \$296,382.00 as reported on the attached "BT 2008-006" form.

ITEM C: 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 September 2008. Bank account Cash and Investments and Fund Balance total is:

September 2008	\$9,560,120.56
----------------	----------------

ITEM D: Approval of Minutes

Request approval of Council minutes for November 17, 2008.

Motion by Deputy Mayor Haskell, Seconded by Councilmember Holloway. Motion carried unanimously.

10. Action Items

ITEM E: Revised Contract with DOC for Offender Work Crew

Request Council approval of the revised contract CDCI3301 with the Department of Corrections for offender work crew projects. The projected hours have been revised to 11,000 from 5,000. Terms are \$1.00 per hour and a 12% maintenance fee with contract expiring October 31, 2009. *Original version of contract was approved by the Council on October 20, 2008.*

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

ITEM F: Approval of Professional Services with Alfred Pili'alo

Request Council approval of a Professional Services contract with Alfred Pili'alo. The budgeted fiscal impact is \$16,650 from line 519-90-41-01.

Motion by Deputy Mayor Haskell, Seconded by Councilmember Richey. Motion carried unanimously.

ITEM G: Approving Amended Contract with Sewell & Associates, LLC

Request Council approval of amended contract with Sewell & Associates, LLC showing the revised rates.

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

ITEM H: Rejection of Bids-Commercial Building Inspections

Request Council reject all bids that were received in response to a Request for Proposals for commercial building inspections.

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

Ordinances:

ITEM I: 1st Read of Ordinance C-692, Salary Ordinance

An ordinance fixing the positions, salaries and compensation for appointed offices and employees of the City of Airway Heights for 2009.

Read by Clerk-Treasurer Richard Cook

ITEM J: 1st Read of Ordinance C-693, Adopting the 2009 Budget

An ordinance adopting the 2009 Budget.

Read by Clerk-Treasurer Richard Cook

Resolutions:

ITEM K: Resolution 2008-030, Adopt Revised GMA Public Participation Program Guidelines

A resolution adopting the updated and revised Growth Management Act Public Participation Guidelines.

Read by Clerk-Treasurer Richard Cook

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

ITEM L: Resolution 2008-035, Suspending Transfer of Funds

A resolution suspending the transfer of funds from the Current Expense Fund to the Executive Reserve Fund for 2009 and including that amount in the Current Expense Fund Cash and Fund Balance for 2009.

Read by Clerk-Treasurer Richard Cook

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

11. Citizen's Comments - None

12. Staff Reports

Albert Tripp: One reminder regarding the 2008 Holiday gathering, which is rapidly approaching, it is Friday Dec 12th from 7 – 10 PM at the Red Lion downtown. Please contact Mr. Cook or Albert to put your name on the reservation list.

Stanley Schwartz: No report

JC Kennedy: No report

Bryan St Clair: No report

Victor Bolstad: No report

Richard Cook: No report

13. Workshop- None

14. Executive Session

Adjourn to Executive Session at 6:39 to discuss with City Legal Counsel representing the City in litigation or potential litigation to which the City, the City Council, or City employees are, or are likely to become a party when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the City.

Reconvene to Regular Session at 7:24 PM

15. Adjournment

Motion to adjourn by Councilmember Rushing, Seconded by Councilmember Richey. Motion carried unanimously.

Adjourned Regular meeting at 7:24 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.