

CITY OF ROSLYN
CITY COUNCIL MEETING MINUTES
October 25, 2011 – 7:00 P.M.

Roslyn Council Chambers, 109 S. 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, FLAG SALUTE, AGENDA UPDATE: 7:00pm
Mayor Porter called the meeting to order at 7:00pm led the flag salute and asked the Clerk – Treasurer to call roll.

PRESENT: Mayor Porter, Councilmember Cooke, Councilmember Osiadacz, Councilmember Scherer, Councilmember Spurrier, and Councilmember Gruber, Councilmember Januszkiewicz

ABSENT: Councilmember Begley

MOTION: Councilmember Januszkiewicz **MOVED** to excuse the absentees. Councilmember Gruber **SECONDED** the motion. The motion **PASSED 6-0**

STAFF: Amber Shallow, Clerk – Treasurer; Erin Krake, Librarian; Stan Georgeson, Director Public Works, Lisa Haley, Planning

CONSENT AGENDA:

- 1.) Accounts Payable Warrants #11156- #11174, in the amount of \$47,329.77
- 2.) Payroll Warrants of October 25, 2011 #7602 - #7614, in the amount of \$14,676.07

Mayor Porter read the consent agenda.

MOTION: Councilmember Cooke **MOVED** to approve the Consent Agenda. Councilmember Januszkiewicz **SECONDED** the motion. The motion **PASSED 6-0**

CITIZEN'S COMMENTS: (non-agenda items)

Mayor called Council's attention to the Council rules in the back of their packets, Mayor Porter then read some highlights from the rules.

Mayor Porter then asked for citizen's comments.

Jean McDonald a member of Friends of the Library asked what minor administrative things need to be done and do we know when we will go out to bid? Lisa Haley replied at Mayor Porter's request, the Building Department has replied and we have the changes, there was a concern about ingress/ egress in the historic building. Ms. McDonald also noted that the Friends agreed to pay rent for ten month if the City agreed to continue paying rent after the ten months was up if the new building wasn't ready, and expressed how happy she was to see the rent in the budget.

Neal Lockett from Roslyn asked if the person who would have been the parliamentarian was absent, who would be that person in her absence. Margaret the City attorney replied the Clerk.

COMMISSION, BOARD, AND COMMITTEE REPORTS:

Skye Osiadacz the Roslyn Fire Chief reported in September 2011 they responded to four EMS calls and one fire call to check for a gas leak resulting in the pilot light out. In October the Department responded to two EMS & one fire call; the department is gearing up for winter, the heat is on and fire trucks are being prepped for cold weather. The Fire Department heard that Mayor Porter is not seeking re-election so the Firemen's Association presented her with a plaque.

Lisa Haley let Council know that the Planning Commission is full with seven members, listed all members.

Erin Krake the Librarian came to the meeting to answer questions about her budget proposal; in particular there is one item Erin wanted to make sure that Council understands the book budget. The Library is now offering e-books to the public; we are able to do this thru a partnership with the state library.

Stan the Public Works Director updated the Council on the repairs to the intake impoundments and spillway structure. As a total Public Works placed 14,922lbs of cement & premix material all by hand. G & O is confided that this fix will permanently repair the damage barring an earthquake. Public Works also removed over 300 yards of material from the impoundment area and the pond should be filling by the end of this week. Also, noted that Public Works should be back onto regular operations by the end of the week.

Neal Lockett, Roslyn asked if the cement poured or if anything like that would have any negative impact on the fish and wildlife. Stan explained that a trench is dug and the material is mixed in the trench and for the spillway a hole is bored into the ground and the cement fed into the hole, therefore eliminating any contact with the water.

INTRODUCTION:

3.) **AB11-072** 2012 Preliminary Budget Review
Mayor Porter read the agenda bill.

Mayor Porter commented this budget is similar to last year's and we are starting with 2 week furlough, I tried in all areas possible to move focus from the general fund projects to water/sewer projects; we added in money for a lean-to addition to move storage from the leased building and the old city hall building. The sale of the surplus graders is estimated to be around \$4800.

Mayor Porter then walked the Council thru the expenditures.

Mayor Porter asked the Council's opinion about doing a request for proposals (RFP) for the same permit & inspection services from other contractors; Council agreed by consensus.

After reviewing the Library Department, Mayor Porter invited Erin to talk about the books; Erin explained that for the last couple of years the money for the books has come from an endowment fund. This fund was established with an initial donation and the

Friends of the Library add to it each year with more donations. Erin added that City is using the interest and the new donations but the intention is for the interest earnings only to be used. The Friends of the Library are asking that the City use only the interest earnings for books and not the principal from the endowment fund and whatever the interest doesn't cover be taken from general fund revenues. If the City does not want to put the funds in then we ask that the line item be changed to reflect interest only. The summer reading program is a pass thru item; the Library will get money from the Kiwanis and hopefully from Kittitas County this year. Erin also commented that in the board's proposal there is an expanded budget that shows the funding sources the Library gets. Roslyn pays around \$40,000 and it actually costs around \$100,000 we are really good at marshalling a lot of resources and it really is a community effort.

Cheryl Cox a resident of Roslyn asked if the admission tax is still part of the library fund;

Erin replied when it was first established in the 80's and it was for the library, then it was moved to the equipment fund. The County has stopped that, and different Councils have changed the designations of our funds.

Neal Lockett commented under fuel consumed it is only \$1,000 and asked if that will be enough & utility service is already high but you are lowering it for next year.

Erin explained that the electric will go down since we won't have electric heat and the propane tanks are already filled for next year.

Councilmember Cooke asked about the property lease line on the budget. Mayor Porter replied that it is for the leased Osmonovich building we are currently using.

Mayor Porter asked the Council for help with the street fund.

The Council and public then discussed the lean-to addition onto the shop and took suggestions from the public such as black shrink wrap for storage of pipes or storage containers.

Neal Lockett asked what other non-revenues were. Amber Shallow explained that is money we collect on behalf of others such as the \$3900 capital reimbursement charge for the regional sewer plant that goes to Suncadia or the money collected from the firefighters for their pension that we send to the WA State Board for Volunteer Firefighters.

Lindsay Flowers, Roslyn – There is a very small amount listed for vacation rental revenues but it seems like there are lots of vacation rentals in town.

Councilmember Osiadacz commented to check with the fire marshal as there are certain fire codes they need to adhere to... I deal with vacation rentals and they inspect all our homes in the County, and we should make sure that is done here.

Fire Chief Skye Osiadacz stated that the Fire Marshal has no jurisdiction in Roslyn.

Mayor Porter asked if Chief Osiadacz would be the one to do the inspections. Fire Chief Osiadacz replied he was working with George to get that set up but since he left it's been in limbo.

Karen Flowers, Roslyn; had questions about the crime lab budget (revenues). She had a break in and they took lots of evidence, does she pay for that, Mayor Porter replied we will get an answer to that.

Councilmember Osiadacz would like to see the total bottom line; add all funds savings together.

Karen Flowers noticed that the salaries are dispersed throughout the report, is it possible to see the salaries on a separate document all together to see what those salaries are. Karen also noted that the planning department is higher than last year; will we have a contract planner. Mayor Porter replied, no.

Karen asked if that salary is her total amount. She would like to see everyone's full salaries; Mayor Porter noted her request.

Neal Lockett asked if the City still uses an incremental program for step raises; for some departments the city has a step form, is that still in place. Mayor Porter replied yes.

Mayor Porter then asked everyone to look at the revenue side to see what other revenues might be available.

MAYOR AND COUNCIL CONCERNS AND INITIATIVES:

Councilmember Scherer proposed an Adopt A Highway cleanup on Saturday October 29 at 9am, meet at SR903 and Alaska Ave; I'll have a red blazer. After a brief discussion Council decided to move the clean up to Sunday, October 30 at 9am.

EXECUTIVE SESSION: RCW 42.30.110(1)(i) Potential Litigation

Mayor Porter announced that the Council would adjourn into an executive session for approximately twenty minutes to discuss potential litigation with possible action to be taken afterwards.

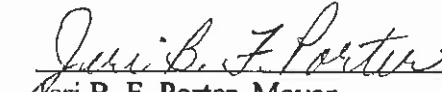
Executive Session started at 8:48pm and adjourned into regular session at 9:10pm.

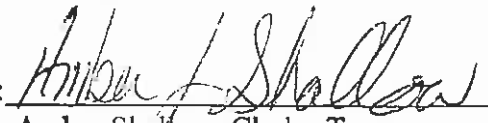
The Clerk – Treasurer informed the waiting public that they could re-enter Council Chambers.

MOTION: Councilmember Januszkiewicz MOTIONED to authorize the Mayor to enter into a services contract with Smith & Lowney, PLLC to protect the City's interest and to represent the City with respect to damage caused to environmental resources, including litigation regarding current damages and needed corrections caused by third parties to critical areas on City property. Councilmember Cooke SECONDED; the motion was APPROVED 6-0

ADJOURNMENT: 9:11pm

MOTION: Councilmember Cooke MOTIONED to adjourn the meeting. Councilmember Gruber SECONDED the motion to adjourn. The motion PASSED 6-0


Jeri B. F. Porter, Mayor

Attest: 
Amber Shallow, Clerk - Treasurer