

CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL REGULAR MEETING
TUESDAY, MARCH 22, 2011

CALL TO ORDER

Mayor Warden called the Regular Meeting of the Prosser City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Heights Elementary students Ashley Ripplinger and Nikolas Rodriguez.

ROLL CALL

Council Members Taylor, Everett, Troemel, Becken, Poteet, Chambers, and Rainer were present.

CITIZEN PARTICIPATION

Jon Cooper, Yakima Valley Visitors & Convention Bureau, provided Council with the 2010 Annual Report for the City of Prosser. There was discussion regarding survey results from tourists that visited Yakima Valley. Mr. Cooper also presented the new 2011 Yakima Valley Visitor's Guide to Council.

MAYOR AND CITY COUNCIL REPORTS AND COMMENTS

Council Member Everett stated the Information Technology Committee ordered an iPad for Council to try out. Council members will rotate the iPad until everyone has a chance to try it and provide feedback.

REPORT FROM THE CITY ADMINISTRATOR

Deputy City Administrator/Finance Director Cathleen Koch provided a briefing on the Washington State Auditor's Office Exit Conference. The Auditor's Office reviewed two years of financial statements for 2008 – 2009 and 2010 was an accountability audit. This was the lowest cost audit to date. The cost allocation process was noted as an exit item on the audit report. It was recommended that the City update their cost allocation plan and use year-end adjustments as appropriate. Staff would like direction to allow for an increase in utility taxes that would result in a net zero effect to the rate payer. By directly allocating all of the payroll costs it would eliminate management transfers. There is no effect to the rate payer it is a change in how the accounting is handled. Council directed staff to bring back options for consideration at a future Council meeting.

There was also an exit item for minor financial errors found on the 2008 Financial Statement. It was recommended that the City ensure that the statements are in accordance with the BARS manual.

CONSENT AGENDA

Council Member Becken removed Item "L" from the Consent Agenda. A motion was made by Council Member Everett, seconded by Council Member Taylor to approve Consent Agenda Items "A-K". Motion passed 7 YES, 0 NO, 0 ABSENT.

- a. Approve Payment of Payroll Checks Nos. 501812 through 501814 in the Amount of \$2,280.78 and Direct Deposits in the Amount of \$12,049.95 for the Period Ending March 15, 2011
- b. Approve Payment of Claim Checks Nos. 66519 through 66580 in the Amount of \$541,330.00 and IRS Federal Tax Wires in the Amount of \$3,813.97 for the Period Ending March 22, 2011
- c. Accept Monthly Report by Prosser Economic Development Association for the month of February 2011 and authorize payment for those services in the amount of \$2,166.66

- d. Accept Invoice for Operation of the Visitor Information Center and Reimbursable Tourism and Promotional Expenses for the Month of February 2011 and Authorize Payment for those Services in the Amount of \$5,500
- e. Approve Meeting Minutes of February 22, 2011
- f. Approve Meeting Minutes of March 1, 2011
- g. Confirm appointments to various Boards, Commissions, and Committees as Appointed by Mayor Warden.
- h. Approve the Industrial Wastewater User Contract Amendment between the City of Prosser and Desert Wind Winery and authorize the Mayor to sign the contract amendment
- i. Approve the Industrial User Wastewater Discharge Contract between the City of Prosser and Mercer Wine Estates and authorize the Mayor to sign the Contract
- j. Authorize the Deputy City Administrator/Finance Director to Sign the Letter of Acceptance to Provide Interim Financing on the North Prosser Water and Sewer System Upgrade
- k. Approve change order No. 1 for the Prosser Aquatic Center Project and Authorize payment to T.W. Clark Construction in an amount not to Exceed \$27,981.74

Council Member Becken stated he would like approval for the Change Orders with T. W. Clark to come from the Public Works Director. This item was to be changed to include the Public Works Director as a designee.

- l. Approve agreement amending the construction contract entered into with T.W. Clark Construction on December 22, 2010.

COUNCIL ACTION

ELECTION OF MAYOR PRO-TEM

Council Member Taylor was nominated to serve as Mayor Pro-Tem. A motion was made by Council Member Chambers, seconded by Council Member Becken to elect Council Member Taylor as Mayor Pro-Tem. Motion passed 7 YES, 0 NO, 0 ABSENT.

ORDINANCE NO. 11-2716 AUTHORIZING PARTICIPATION BY PROSSER RESERVE OFFICERS IN WASHINGTON STATE RESERVE PENSION PLAN AND DEATH AND DISABILITY COVERAGE THROUGH THE VOLUNTEER FIREFIGHTERS RELIEF ACT

A motion was made by Council Member Taylor, seconded by Council Member Rainer to adopt Ordinance No. 11-2716 authorizing participation by Reserve Officers in both the Washington State Reserve Pension Plan and the death and disability coverage effective May 1, 2011.

Reserve Officer Steve Zetz and City Attorney Howard Saxton advised there were two options for Council to choose from. Option No. 1 provides no years of buy-back and option No. 2 provides the years of service buy-back as directed by Council.

Council Member Taylor withdrew his motion.

A motion was made by Council Member Everett, seconded by Council Member Chambers to adopt Ordinance No. 11-2716, authorizing participation by Reserve Officers in both the Washington State Reserve Pension Plan and the death and disability coverage effective May 1, 2011, option no. 2, providing 3 years of buy-back. Motion passed 7 YES, 0 NO, 0 ABSENT.

AWARD CONSTRUCTION CONTRACT FOR THE VILLAGE PARK IMPROVEMENTS PROJECT TO PREMIER EXCAVATION, INC

A motion was made by Council Member Chambers, seconded by Council Member Rainer to award a construction contract for the Village Park Improvement Project to Premier Excavation,

Inc., Pasco, WA, in the amount of \$554,002.52, contingent on funding agency approvals, and authorize the Mayor to sign the documents. Motion passed 7 YES, 0 NO, 0 ABSENT.

ORDINANCE NO. 11-2717 AMENDING THE 2011 BUDGET ALLOWING FOR THE WATER FACILITIES RESERVE FUND (451) TRANSFER OF \$700,000 TO THE WATER FUND (403) AND PROVIDING FOR THE EXPENDITURES OF THE APPROPRIATIONS

A motion was made by Council Member Taylor, seconded by Council Member Everett to adopt Ordinance No. 11-2717 amending the 2011 Budget allowing for the Water Facilities Reserve Fund (451) transfer of \$700,000 to the Water Fund (403) and providing for the expenditure of the appropriations. Motion passed 7 YES, 0 NO, 0 ABSENT.

APPROVE BOND COUNSEL SCOPE OF SERVICES WITH FOSTER PEPPER PLLC

A motion was made by Council Member Rainer, seconded by Council Member Taylor to approve bond counsel scope of services with Foster Pepper PLLC. Motion passed 7 YES, 0 NO, 0 ABSENT.

EXECUTIVE SESSION

At 7:44 p.m., Mayor Warden recessed the Regular Meeting of the Prosser City Council to conduct an executive session on two items pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The session was expected to last 20 minutes and included the Mayor and Council Members, City Administrator, Deputy City Administrator/Finance Director, and City Attorney.

At 8:04 p.m., Finance Manager Yost stated an additional 10 minutes was needed.

At 8:14 p.m., Finance Manager Yost stated an additional 5 minutes was needed.

At 8:19 p.m., Mayor Warden reconvened the Regular Meeting of the City Council and stated no action had occurred in the Executive Session.

ADJOURNMENT

There being no further business before the City Council at this time, the Regular Meeting of the Prosser City Council was adjourned at 8:19 p.m.

Attest:


City Clerk Rachel Shaw




Mayor Paul Warden