

CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL REGULAR MEETING
TUESDAY, OCTOBER 23, 2012

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 "Kids that Care" recipient Yanni Martinez and Boys and Girls Club Members of the Month Misael Pacheco and Alexa Rutherford.

ROLL CALL

Council Members Elder, Everett, Taylor, Troemel, Hamilton, and Becken were present. Council Member Rainer requested an excused absence.

Also present were Interim City Administrator Koch, City Clerk Shaw, Finance Manager Yost, Interim Police Chief Markus, Officer Ohler, City Planner Zetz, Public Works Director DaCorsi and City Attorney Saxton.

CITIZEN PARTICIPATION (None)

MAYOR AND COUNCIL REPORTS AND COMMENTS

Council Member Troemel thanked city staff for a job well done as it related to the Washington State Auditor's Report.

Police Chief Recruitment Status Update

Mayor Warden provided an update on the Police Chief recruitment efforts and advised interviews have been scheduled for October 26, 2012 with a candidate out of Oregon.

REPORT FROM THE CITY ADMINISTRATOR

Interim City Administrator Koch thanked everyone at the City of Prosser. Ms. Koch stated her eight years at the City of Prosser was time well served.

Mayor Warden read a proclamation thanking Ms. Koch for her years of service and wished her well on her new endeavors.

PUBLIC HEARING

2013 PROPOSED BUDGET

At 7:08 p.m., Mayor Warden recessed the Regular Meeting of the Prosser City Council to conduct a Public Hearing regarding the 2013 proposed budget. Mayor Warden called for public comment with none being offered. At 7:09 p.m., the Public Hearing was closed and the Regular Meeting reconvened.

CONSENT AGENDA

A motion was made by Council Member Taylor, seconded by Council Member Becken to approve Consent Agenda Items "A – F". Motion passed 6 YES, 0 NO, 1 ABSENT (Rainer).

- a. Approve Payment of Payroll Check Nos. 502432 through 502435 in the Amount of \$3,085.49 and Direct Deposits in the Amount of \$13,320.65 for the Period Ending October 15, 2012
- b. Approve Payment of Claim Checks Nos. 69617 through 69619 and 69685 in the Amount of \$110,367.44 DOR Electronic Payment in the Amount of \$19,207.21, CMS Electronic Payment in the Amount of \$556.06, Modern Payments in the Amount of \$36.10, Deluxe Business Payment in the Amount of \$61.17, and IRS Federal Tax Wires in the Amount of \$4,485.48, for the Period Ending October 23, 2012
- c. Approve September 2012 Financial Statement

- d. Approve the USDA Outlay Report and Draw Request No. 13 in an Amount of \$42,296.34, for Costs Associated with the Northwest Prosser Water and Sewer System Improvements Project and Authorize the Mayor to Sign the Documents
- e. Approve TIB Consultant Agreement Supplemental No. 1 – Sheridan Avenue Improvements for Construction Phase and TIB Consultant Supplemental Agreement No. 1 – 6th Street Resurfacing for Construction Phase and Authorize the Mayor to Sign the Documents
- f. Approve the August 7, 2012 Meeting Minutes

COUNCIL ACTION

APPROVE PAYMENT OF CLAIM CHECK NO. 69618 IN THE AMOUNT OF \$1,101.40, FOR THE PERIOD ENDING OCTOBER 23, 2012

Council Member Hamilton abstained due to a conflict of interest. A motion was made by Council Member Everett, seconded by Council Member Taylor to approve payment of claim check no. 69618 in the amount of \$1,101.40, for the period ending October 23, 2012. Motion passed 5 YES, 0 NO, 1 ABSENT (Rainer), 1 ABSENTION (Hamilton).

ORDINANCE 12-2795 ANNEXING REAL PROPERTY COMMONLY KNOWN AS THE PROPERTIES OWNED BY CATHOLIC CHARITIES HOUSING SERVICES, THE CHURCH OF PROSSER, AND THE ENTIRE BENTON COUNTY RIGHT-OF-WAY TO THE WESTERN EDGE OF THE PROPERTY OWNED BY CATHOLIC CHARITIES HOUSING SERVICES, GENERALLY LOCATED ON THE WESTERN EDGE OF THE CITY LIMITS ON NORTH RIVER ROAD

A motion was made by Council Member Taylor, seconded by Council Member Everett to adopt Ordinance 12-2795 annexing real property commonly known as the properties owned by Catholic Charities Housing Services, The Church of Prosser, and the entire Benton County Right-Of-Way to the western edge of the property owned by Catholic Charities Housing Services, generally located on the western edge of the city limits on North River Road. Motion passed 5 YES, 1 NO (Hamilton), 1 ABSENT (Rainer).

ORDINANCE 12-2796 SETTING AD VALOREM TAXES FOR THE CITY OF PROSSER FOR FISCAL YEAR 2013

A motion was made by Council Member Everett, seconded by Council Member Taylor to adopt Ordinance 12-2796 setting ad valorem taxes for the City of Prosser for Fiscal Year 2013 and authorizing an increase in the amount of 1%.

ORDINANCE 12-2797 SETTING ANNUAL PROPERTY TAX LEVY FOR FISCAL YEAR 2013

A motion was made by Council Member Everett, seconded by Council member Taylor to adopt Ordinance 12-2797 setting the annual property tax levy for the City of Prosser for Fiscal Year 2013 and authorizing an increase in the amount of 1%. Council Member Everett amended the motion, seconded by Council Member Taylor to include the levy amount of \$1,317,535.00. Motion passed 6 YES, 0 NO, 1 ABSENT (Rainer).

DISCUSSION ITEMS

2013 PRELIMINARY BUDGET- POLICE DEPARTMENT PRESENTATION

Officer Ohler provided a power point presentation on the police patrol vehicle lease program. There was discussion regarding the vehicles, the warranty, the timing and the overall savings that would be a benefit if Council authorized staff to move forward with the program.

Council Member Becken commended staff on a job well done with the gathering the information and putting together a great presentation.

Council directed staff to bring back a Lease to Own Agreement for the purchase of six new patrol vehicles in 2013 at a future City Council meeting for consideration.

CITY'S TRANSITION PLAN

City Clerk Shaw contacted Council Member Rainer via telephone and placed him on speaker phone in order for him to participate in the meeting.

Interim City Administrator Koch discussed various options for a transition plan for the city moving forward. Mrs. Koch advised upon her departure there will be three vacant positions open on the Leadership Team; the City Administrator, Police Chief as well the position which she held the Finance Director/Deputy City Administrator. She further explained it was her recommendation during the transition to have Mayor Warden fill the position of the City Administrator. He would lend stability and continuity in the short term while the long term plan should be ultimately to recruit a professional City Administrator.

Council Member Rainer stated he was in support of Mayor Warden taking a leadership role for the city.

Council Member Elder inquired when would the city look at recruiting a City Administrator.

Mayor Warden advised if Council were to approve the transition plan, it would be his recommendation for the city to begin the recruitment efforts of a City Administrator the last half of 2015 just prior to the end of Mayor's election term in hopes to have that person in place early 2016.

Council Member Everett inquired what the status of the Police Chief recruitment was.

Mayor reported there will be an interview with a candidate on Friday, October 26, 2012. If that ends up not being a good fit, staff will proceed with a full recruitment.

Council Member Everett inquired if there was an opportunity available to promote internally for the position of the Finance Director.

Mrs. Koch reported there is not at this time.

There was discussion regarding the possibility of bringing in an interim Finance Director and the timing of the recruitment for that position.

Council Member Taylor stated the city is a strong Mayor form of government and Mayor Warden currently has the state given right to run the city as the Chief Executive Officer (CEO). It is the Council's role to determine at what level to set the compensation at. Additionally he agreed with Mrs. Koch's recommendation to transition to Mayor Warden stepping into the position and then begin work on the recruitment efforts for the Finance Director as well as finalize the Police Chief recruitment.

Council Member Troemel stated it was his opinion that the city needed to recruit for a City Administrator although he believed Mayor Warden could step in and do the job as an interim until the position was filled.

Council Member Hamilton stated the city needed to be cautious and take in consideration the public perception. He believes Mayor Warden is capable of doing the job however he would like to know more about how the City of West Richland functions as a strong Mayor form of government in the same capacity as what staff is recommending.

Council Member Becken stated in his opinion Mayor Warden could do the job as City Administrator with training but felt it would be in the city's best interest to have him serve in that position for no longer than six months as an interim and it is his preference to hire a City Administrator.

Mrs. Koch replied that it was not staff's preference to work under an interim.

Public Works Director LJ DaCorsi stated Mayor Warden is cable of doing the job and it would be a much softer transition to have Mayor step into that position during a time of critical projects. On behalf of staff he is saddened to see Cathleen go. It will be a difficult transition and what the city needs is someone who is able wrap their arms around staff and the community and carry

these large projects along. He had complete confidence in Mayor Warden's capability to do so and wholeheartedly supports this recommendation.

Council Member Everett inquired if there are any internal candidates.

Mrs. Koch advised there is some great leadership up and coming and with mentoring this person could be ready in just a few years to come.

Council Member Troemel inquired about the timeline on the proposed transition. To which Mrs. Koch replied immediately, and further advised her last day with the city is on Friday, November 2, 2012.

Both Council Member Becken and Hamilton shared their concern with the proposed compensation for Mayor Warden. There was discussion regarding reducing the proposed salary compensation. Discussions continued regarding the other Leadership Team vacancies. Mrs. Koch provided an overview of current projects the city is currently involved in including the dispatch transition to Southeast Communications Center (SECOMM) that is taking a tremendous amount of staff's time to coordinate among others. Bringing in an interim at this time would result in a huge setback that the city cannot afford to do at this time.

Council directed staff to schedule a special City Council meeting on Tuesday, October 30, 2012 and to bring back detailed information on how other cities function under a strong Mayor form of government such as West Richland, Union Gap and Selah. Additionally Council directed staff to prepare an ordinance that would address the salary, benefits, and a sunset clause that dissolve Mayor's compensation at the end of his term in 2015.

Dr. Ray Tolcacher, Prosser School District Superintendent, advised the community has recently experienced a terrible tragedy at the loss of a High School student and her mother during a car accident. Mr. Tolcacher was greatly impressed and proud of how the Prosser community really came together and supported the family and students during such a trying time.

EXECUTIVE SESSION

At 8:42 p.m., Mayor Warden recessed the Regular Meeting of the Prosser City Council to conduct an executive session pursuant to RCW 42.30.140(1)(a) collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b), that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress, RCW 42.30.110(1)(b) to consider 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. The session was to include the Mayor and Council Members, Interim City Administrator, City Clerk, Finance Manager, and City Attorney. The session was expected to last for a period of 15 minutes.

At 8:57 p.m., Mayor Warden reconvened the Regular Meeting of the Prosser 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 8:59 p.m.

Attest:


City Clerk Rachel Shaw




Mayor Paul Warden