City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, February 28, 2023)
Generated by Sherri St Clair on Tuesday February 28, 2023

1. Opening Items.
Procedural: 1.01 Call To Order

Mayor Hernández called the meeting to order at 7:01 PM.

Procedural: 1.02 Roll Call

PRESENT:

Mayor -	Norma L. Hernández
Council Members –	Paul Jessup (left at 7:59 PM), Michael Cleveland, Tito Espinoza Jr., Loren Peterson, Heather Schermann, Monica Boyle
Staff-	Administrator, Mike Rizzitiello; City Attorney, Rea Culwell; Finance Director, Brian Carleton; HR Manager, Shawn Doering; Community Development Director, Jon Rickard; Director of Public Works, Robert McAndrews; City Clerk, Sherri St. Clair

MEMBERS EXCUSED: Melodie Williams
MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

2. Consent Agenda.
Action (Consent): 2.01 AB 23047 - Approve Agenda for February 28, 2023
Action (Consent), Minutes: 2.02 AB 23048 - Approve Council Minutes from February 14, 2023
Action (Consent): 2.03 AB 23049 - Cancellation of the March 14, 2023 Council Meeting
Action (Consent): 2.04 AB 23050 - EMS Contract for 2023 Levy Distribution
Action (Consent): 2.05 AB 23051 - Administrative Fees Resolution Update
Action (Consent): 2.06 - Excuse Abesnece of Council Member Williams
Action (Consent): 2.06 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Council Member Boyle made a motion to approve the consent agenda. Second by Member Cleveland and the motion passed 6-0.

3. Presentations - None

4. Public Hearings - None

5. Action Items.
Action: 5.01 AB 23052 - Agreement for Professional Services with JUB Engineers for Stormwater Decant Facility -

Mr. McAndrews informed the Council that after some delay, the City is ready to move forward with the contract with JUB for the engineering of the Decant Facility. Mr. McAndrews informed the Council that the City has not yet received the agreement from the Washington State Department of Ecology (WSDE).

Council Member Jessup made a motion to authorize City Administrator to sign the Agreement for Professional Services for design of a Decant Facility. Second by Member Peterson and the motion passed 6-0.

Action: 5.02 AB 23053 - Purchase of New Eco 9-Yard Combo Jetter & Vacuum Body on Freightliner Chassis -

Mr. McAndrews informed the Council that there was a discrepency in the six year capital facility plan listing a new vacuum truck as 100 percent grant covered. However, the WSDE has agreed to cover up to $437,750 having the City responsible for the remaining amount.

Discussion ensued.

Council Member Peterson made a motion to approve the purchase of a new combo jetter & vacuum truck off from SWS Equipment LLC. Second by Member Boyle and the motion passed 6-0.

Action: 5.03 AB 23054 - Professional Planning Services Contract - G.R. Dohrn and Associates -

Mr. Rickard informed the Council that the City has been working with Gregg Dohrn since 2017. The City would like to renew its contract with Mr. Dohrn for professional planning services.

Council Member Boyle made a motion to authorize Mayor Hernandez to sign Amendment No. 3 for Professional Planning Services with G.R. Dohrn and Associates. Second by Member Peterson and the motion passed 6-0.

Action: 5.04 AB 23055 - Intergovernmental Agreement for Cooperative Countywide Planning Policies Update -

Mr. Rickard informed the Council that the interlocal agreement will include Walla Walla County, the City of Walla Walla, the City of Waitsburg, the City of Prescott, and the City of College Place to collaboarively review and possibly update the countywide planning policies. Mr. Rickard noted the Countywide Planning Policies have not had a major update since the adoption in 1993.

Council Member Jessup made a motion to authorize Mayor Hernandez to sign the Intergovernmental Agreement for Cooperative Countywide Planning Policies Update. Second by Member Cleveland and the motion passed 6-0.

Action: 5.05 AB 23056 - Tyler ERP Change Order -

Mr. Carleton informed the Council that there is a need for additional modules for time & attendance, purchasing/accounts receivable, utility acess/meter data sync, enterprise asset management, and additional users for community development.

Discussion ensued.

Council Member Espinoza made a motion to authorize the City Finance Director to sign Tyler Technologies Change Order in the amount of $75,353.00 for implementation of the the new ERP system. Second by Member Schermann and the motion passed 6-0.

Action: 5.06 AB 23057 - Financial Policy Update -

Mr. Carleton informed the Council that Mr. Carleton has added the Equipment Rental and Replacement allocation plan to the City's Financial Policy as recommended by the state auditors.

Discussion ensued.

Council Member Cleveland made a motion to approve Ordinance No. 22-003 for an update to the Financial Policies. Second by Member Boyle and the motion passed 6-0.

Action: 5.07 AB 23058 - District Court Services Interlocal Agreement -
Ms. Culwell informed the Council that the City of College Place's contract with the district court expired last year and the City is looking to renew this contract for another four years.

Discussion ensued.

Ms. Culwell informed the Council that she has met with the Walla Walla City Attorney to discuss the prosecution of criminal cases within College Place. Mr. Rizzitiello added that he has met with the Walla Walla County Chair and Walla Walla City Manager regarding the creation of quarterly meetings to address prosecution concerns.

Council Member Cleveland made a motion to approve Resolution No. 23-009 regarding intergovernmental agreement for combined district court services and sharing of costs with and between the County of Walla Walla and cities of College Place and Walla Walla, authorizing City Mayor to execute said agreement. Second by Member Schermann and the motion passed 6-0.

Action: 5.08 AB 23059 - Addition of Facility Maintenance Worker I & II to Salary Ordinance -
Ms. Doering informed the Council that the job description and salary study for the addition facility maintenance worker position has been completed in addition to being negotiated and approved by the union. Ms. Doering noted that there is only one position full time position available, but two different salary ranges have been added to the ordinance.

Council Member Boyle made a motion to approve Ordinance No. 23-004 which includes the addition of the budgeted Facility Maintenance Worker I & II. Second by Member Peterson and the motion passed 6-0.

Action: 5.09 AB 23060 - Resolution of Support for WCIA FY 2023 Risk Reduction Grant Application for ADA Complaint Sidewalk around the Municipal Campus -
Ms. Doering informed the Council that every year the Washington Cities Insurance Authority (WCIA) offers a grant opportunity for mitigation grants. Ms. Doering added that the City has budgeted for a 50 percent match. Ms. Doering noted that the City is hoping that this year the City will be approved for grant funds to install ADA compliant sidewalks around the municipal campus.

Discussion ensued.

Council Member Peterson made a motion to adopt Resolution No. 23-010 which authorizes and supports a application to WCIA Risk Reduction grant for ADA Sidewalk Improvements around the Municipal Campus. Second by Member Boyle and the motion passed 6-0.

Action: 5.10 AB 23061 - Broadband Action Team -
Mr. Rizzitiello informed the Council that the federal government is offering a grant for expanding and improvement internet. A Broadband Action Team (BAT) has been created as required by the federal government to qualify for grant funds. Mr. Rizzitiello has volunteered to join the BAT to represent College Place.

Council Member Cleveland made a motion to approve Resolution No. 23-011 supporting efforts of the Walla Walla - College Place Broadband Action Team and approving City Administrator or Designee as representative. Second by Member Espinoza and the motion passed 6-0.

Action (Consent): 5.11 AB 23062 - FY 2023 Economic Development Fliers -
Mr. Rizzitiello informed the Council that the Fiscal Year 2023 Economic Development Fliers have been recommended to City Council by the Economic Development, Tourism, and Events Commission. Mr. Rizzitiello informed the Council that these fliers will be used for marketing in economic development efforts locally and at the Internatnion Council of Shopping Centers meeting in Las Vegas.

Discussion ensued.

Council Membermade a motion to adopt Resolution No. 23-012 accepting FY 2023 Economic Development Fliers and allowing them to be utilized for city marketing efforts. Second by Member Schermann and the motion passed 6-0.

Action: 5.12 AB 23063 - Resolution of Support for FY 2024 Congressionally Directed Spending Earmark Appropriation Requests -
Mr. Rizzitiello informed the Council that the City has reached out to find sponsors and has prioritized projects for submission. The project prioritization include the SW Mojonnier reconstruction, the Well #7 construction, the Lions Park Community Center replacement, and NE Rose Street safety improvements.

Discussion ensued.

Council Member Jessup made a motion to adopt Resolution No. 23-013 which adopts project prioritization for submittal within FY 2024 Congressionally Directed Spending. Second by Member Boyle and the motion passed 6-0.

Action: 5.13 AB 23064 - Resolution of Support for Grants related to College Place East-West Connector Project (SW Mojonnier and SE 12th) -
Mr. Rizzitiello informed the Council that the City would like to apply for the RAISE grant to aid in the SW Mojonnier and SE 12th Street projects.

Council Member Peterson made a motion to approve Resolution No.23-014 which supports pursuing and accepting grant funds for the College Place East-West Connector Project (SE 12th and SW Mojonnier). Second by Member Cleveland and the motion passed 6-0.

Action: 5.14 AB 23065 - Resolution of Support for MPO Surface Transportation Block Grant - Transportation Alternatives SE 8th Sidewalk (College to Birch) -
Mr. Rizzitiello informed the Council that Metropolitan Planning Organization (MPO) is accepting grant applications for projects respective to their grant programs. Mr. Rizzitiello informed the Council that the City would like to apply for grant funding to add sidewalks on the north side of SE 8th Street between College Ave and Birch St.

Council Member Cleveland made a motion to adopt Resolution No. 23-015 which adopts Resolution of Support for City's application into Surface Transportation Block Grant - Transportation Alternatives Program for SE 8th Sidewalk (College to Birch). Second by Member Schermann and the motion passed 6-0.

Council Member Jessup left the meeting at 7:59 PM.

Action: 5.15 AB 23066 - Resolution of Support for MPO Surface Transportation Block Grant - SW Mojonnier Rd (College to Bluvue) Construction -
Mr. Rizzitiello informed the Council that the City would like to apply for a different MPO grant opportunity to aid in the construction of SW Mojonnier Road.

Council Member Schermann made a motion to adopt Resolution No. 23-016 which adopts Resolution of Support for City's application into Surface Transportation Block Grant - Program for SW Mojonnier Rd (College to Bluvue) Construction. Second by Member Boyle and the motion passed 5-0.

Action: 5.16 AB 23067 - Resolution of Support for MPO Carbon Reduction Grant- Whitman Drive Multiuse Path Gap (Davis to Academy) Engineering and Construction -
Mr. Rizzitiello informed the Council that this is a new MPO program. Mr. Rizzitiello noted that there a gap with no multiuse path between Davis and Academy. The City would like to apply for this grant to add a multiuse path in the area between these two streets.

Discussio ensued.

Council Member Boyle made a motion to adopt Resolution No. 23-017 which adopts Resolution of Support for City's application into Carbon Reduction Grant -Program for Whitman Drive Multiuse Path Gap Completion Project (Davis to Academy). Second by Member Schermann and the motion passed 5-0.

Action: 5.17 AB 23068 - Garrison Village Traffic Circle Signage -
Mr. Rizzitiello informed the Council that the City requested that JUB Engineers evaluate and make a recommendation regarding the stop sign at the NE Myra Rd section of the Garrison Village Circle that is owned by the City. JUB engineers recommended changing the stop sign to a yield sign.

Discussion ensued.

Council Member Peterson made a motion to adopt Resolution No. 23-018 which authorizes removal of the stop sign at the Garrison Village Circle on the NE Myra Rd leg and replace it with a yield sign. Second by Member Boyle and the motion passed 5-0.

Action: 5.18 AB 23069 - Whitman/Academy Intersection All-Way Stop Control -
Mr. Rizzitiello informed the Council that the City has received complaints regarding the intersections at Whitman, Academy Way, and Hussy. The City requested that JUB Engineers evaluate and make a recommendation for this intersection to increase safety. JUB Engineers recommended adding an all-way stop with solar LED stop signs.

Discussion ensued.

Council Member Espinoza made a motion to adopt Resolution No. 23-019 which authorizes installation of stop signs on Whitman at Academy for both westbound and eastbound traffic and includes LED units on the borders of the new stop signs. Second by Member Cleveland and the motion passed 5-0.

Action: 5.19 AB 23070 - Resolution of Support for AARP Community Challenge Grant for lighting at the Pickleball/Basketball Courts at Kiwanis Park -
Mr. Rizzitiello informed the Council that the City would like to apply for the AARP Community Challenge Grant for lighting for the pickleball courts at Kiwanis Park. In addition, the City would like to add landscaping at Kiwanis Park as well as Preserverance Park.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution No. 23-020 which authorizes and supports an application to AARP for the Community Challenge Grant of Kiwanis and Perseverance Park Improvements. Second by Member Peterson and the motion passed 5-0.

Action: 5.20 AB 23071 - Resolution to accept State Department of Ecology Water Quality Combined Financial Assistance Agreement for Wastewater System Improvements -

Mr. Rizzitiello informed the Council that this agreement includes wastewater treatment plant improvements, the lift station #5 replacement, as well as sewer lining projects. Mr. Rizzitiello added that after conversations with the Washington State Department of Ecology, the City now has until the end of 2025 to decided whether to create a pipeline to the Walla Walla plant or upgrade the existing wastewater treatment plant.

Council Member Cleveland made a motion to adopt Resolution No. 23-021 which authorizes City Administrator to sign the grant agreement with the State Department of Ecology Water Quality Combined Financial Assistance Program for Wastewater System Improvements (Agreement #WQC-2023-CoPIED-00138). Second by Member Espinoza and the motion passed 5-0.

6. Administrative Reports - None

7. Informational Reports.

Information: 7.01 AB 23072 - CPPD Monthly Report

Information: 7.02 Ab 23073 - Early Draft Cybersecurity Plan

8. Executive Session - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Discussion ensued.

Action: 9.02 Conclusion -

Council Member Peterson made a motion to conclude the meeting at 8:17 PM. Second by Member Boyle and with no objection, the meeting concluded.

Approved:

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Norma L. Hernández
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Norma L. Hernández – Mayor

Attest:

DocuSigned by:
Sherri St.Clair
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Sherri St. Clair – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred February 28, 2023. Further detail may be obtained by reviewing the actual audio recording made during this session.