

**City of Benton City
Regular Council Meeting Minutes
February 4th, 2014**

CALL TO ORDER – Mayor Carnahan called the February 4th, 2014 Regular Council meeting to order at 7:00 p.m. (129/4/484*Audio recording begins)

PRESENTATION OF THE COLORS –Scout Colby Crawford, Troop Guide, led the Council and audience in the Pledge of Allegiance. (137/2/217*)

ROLL CALL – (164/4/500*) Council Members Present –
Mary Lettau
Connie Meredith
Linda Lehman
Lisa Stade
Council Vacancy

City Staff Present –
Stephanie Haug, City Clerk/Treasurer
Kyle Kurth, City Maintenance Foreman
Paula Kauer, General Clerk

Other Professionals Present –
Lee Kerr, City Attorney, Kerr Law Group
Randy Rutledge, Consultant, Benton City EDC

Other Professionals Absent –
Alan Rainey, City Engineer, Spink Engineering LLC
Larry Howell, President, Benton City EDC

READING AND APPROVAL OF MINUTES (172/4/876*)
- **REGULAR MEETING JANUARY 21st, 2014**

Councilwoman Meredith: Mr. Mayor, I make a motion to approve the Minutes from the January 21st, 2014.

Councilwoman Stade: I second.

MOTION #1- C. C. Meredith moved and C. L. Stade seconded to approve the Minutes of the January 21st, 2014 Regular Council Meeting as presented.

VOICE VOTE #1- C. L. Lehman, C. L. Stade, C. M. Lettau, C. C. Meredith
ALL YEAS. Motion carried.

OPENING REMARKS, “HOUSEKEEPING” ITEMS, EXECUTIVE SESSION REQUESTS, ETC. –
None (183/4/878*)

APPROVAL OF AGENDA – (194/3/836*)

Councilwoman Stade: Mr. Mayor, I move to approve the Agenda as presented for February 4th, 2014.

Councilwoman Lehman: I second.

MOTION #2- C. L. Stade moved and C. L. Lehman seconded to approve the February 4th, 2014 Agenda as presented.

VOICE VOTE #2- C. L. Lehman, C. L. Stade, C. M. Lettau, C. C. Meredith
ALL YEAS. Motion carried.

1. VISITOR COMMENTS – None (203/1/196*)

REGULAR REPORTS

1. EDC REPORT (218/1/553*)

Randy Rutledge, Consultant, Benton City EDC
<< Written report not provided >>

2. STAFF REPORTS - None (427/3/368*)

Stephanie Haug, City Clerk/Treasurer

3. ENGINEER REPORT (431/2/346*)

4. COUNCIL COMMITTEE REPORTS (439/1/233*)

Councilwoman Lehman – None

Councilwoman Lettau – None

Council Vacancy

Mayor Carnahan – None

Councilwoman Meredith – None

Councilwoman Stade – Benton Franklin Transit – Considering an electric bus – Difficulty in cold temps – Park & Ride at Tulip Lane – Next month – Hoping to talk to lobbyists in Washington, D.C. – More money for transportation – Still looking for General Manager

ITEMS FOR APPROVAL:

1. COUNCIL POSITION OPENING - (478/2/758*)

Ms. Haug – Status of council position opening and application received

Councilwoman Lehman – Extend for few more weeks

Councilwoman Stade – More applications

***** Consensus of Council to extend application process additional two weeks *****

2. HERCULES PLACE/11TH PROJECT ACCEPTANCE - (543/4/014*)

Ms. Haug – Explanation of Project Acceptance

Councilwoman Stade: Mr. Mayor, I propose that we make a motion to accept the job at Hercules and the 11th Street Reconstruction and Archie Borden Park Improvements job.

Councilwoman Meredith: I'll second.

Councilwoman Stade: In the amount \$80,671.00.

Mayor Carnahan: The retention money was the \$4,033.55.

Ms. Haug: Right, and we're not able to pay that until we received clearance from the State, but this is authorizing us to send the...that the project is complete at the Council's request.

MOTION #3- C. L. Stade moved and C. C. Meredith seconded to accept the Hercules Place/11th Street Reconstruction and Archie Borden Park Improvements Project in the amount of \$80,671,00.

VOICE VOTE #3- C. L. Lehman, C. C. Meredith, C. M. Lettau, C. L. Stade
ALL YEAS. Motion carried.

3. DIGITIZATION OF MEETING MINUTES, ORDINANCES AND MINUTES - (638/3/091*)

Ms. Haug – Explanation of subject

Councilwoman Lettau: Mr. Mayor, I make a motion to approve the transfer of the City's Meeting Minutes, Ordinances and Resolutions from 1945 to 1995 to the Washington State Archives at a cost not to exceed \$6,600, which includes WA State Sales Tax.

Councilwoman Meredith: I'll second.

MOTION #4- C. M. Lettau moved and C. C. Meredith seconded to approve the transfer of the City's Meeting Minutes, Ordinances, and Resolutions from 1945 to 1995 to the Washington State Archives at a cost not to exceed \$6,600, which includes WA State Sales Tax.

VOICE VOTE #4- C. C. Meredith, C. M. Lettau, C. L. Stade, C. L. Lehman
ALL YEAS. Motion carried.

10. VOUCHERS (845/2/252*)

Councilwoman Meredith: Mr. Mayor, I move to approve payment of Claim check numbers 25943 through 25962 and EFTs as listed in the amount of \$34,454.89, on this 4th of February, 2014.

Councilwoman Lettau: I second.

MOTION #5- C. C. Meredith moved and C. M. Lettau seconded for the City Council of the City of Benton City, Washington, to hereby authorize payment of Claim check numbers 25943 thru 25962 and EFTs as listed in the amount of \$34,454.89, this 4th day of February, 2014.

ROLL CALL VOTE #5-C. L. Stade, C. M. Lettau, C. L. Lehman, C. C. Meredith
ALL YEAS. Motion carries.

ITEMS FOR DISCUSSION (878/2/717*)

1. ROUNDABOUT SIGN IDEAS – BENTON CITY ECONOMIC DEVELOPMENT COUNCIL - (881/3/335*)

Mayor Carnahan – See if Julie can come down on February 18th to answer questions

Councilwoman Stade – Possible to email her ideas of what we'd like and questions so she can be prepared?

Mayor Carnahan – Give to Stephanie to send this week

2. BENTON CITY FENCE REQUIREMENTS - (954/3/042*)

Mayor Carnahan – Since information just received tonight – Put it on Agenda for two weeks from now

Mr. Kerr – Explanation of draft new fence ordinance

Councilwoman Lehman – Measured from? Any change?

Mr. Kerr – Edge of R.O.W./property line – Same as before – Exception - Buffer added

Councilwoman Lehman – What kind of financial burden?

Mr. Kerr – Original intent – No charge for fencing permit – Proactive vs. reactive - Site plan easy to put together – No significant expense - Draw simple site plan - Use corner posts and property pins – Best effort by homeowner - Determine the actual cost to review application and have building inspector sign off

Councilwoman Stade – Corner across from school – How does it relate to the issue?

Mayor Carnahan – Any other questions? Are we ready to bring it back to Council in two weeks for motion?

Councilwoman Lettau – Section 1 – Had before

Councilwoman Stade – Unenforceable – No permit

Mr. Kurth – Understand position on fee – Small fee might save money in the long run – Done right

Councilwoman Stade – How much is survey - Residential home

Mr. Kurth – Most people can locate their own pins – Metal detector and shovel

Councilwoman Stade – Don't have to hire engineer for project

Mr. Lettau – Hate new fees – Low income city – Fight for low income – People having trouble putting food on table

Councilwoman Stade – Understand – Want nice looking City

Mr. Kerr – Next step - Amend Fee Schedule – Balancing act – Needs to go before Planning Commission first – Requires Public Hearing before Planning Commission as well

GENERAL COUNCIL COMMENTS – (1681/1/355*)

Mr. Kerr – Presentation – Mayor roles – Council roles – Outside boards – Can provide full participation both committees and council – Contracts and conflicts

Mayor Carnahan – Handouts – Mayor/Council – Executive Session – Conference Calls – Meeting in sequence – Meeting with more than two people – Three people equals quorum – History – Linda on E.D.C. – E.D.C. run by City – Council wanted separate – Any other committee – Planning Commission

Mr. Kerr - Knowing the Territory handout – Online at MRSC publications

Councilwoman Stade – Can Council all go to public meetings?

Mr. Kerr – Only if you take action – Discussion, voting, etc. – Location – Designated time

Councilwoman Stade – Conflict between Council and Mayor or Council Member and Council Member

Mr. Kerr – Understand each roles – Can seek assistance from WCIA

Mayor Carnahan – Robert Rules of Order – Would Council like to take Robert’s Rules of Order course? Teaches you motions, running meetings, etc. – Basic rules of running a meeting - Council interested

Mr. Kerr – Marge Price or WCIA or AWC

Mayor Carnahan – Sometime in March? Should wait until we have a full council - April – Not beginning of month – Any time after first week in April - Saturday? City will pick up cost

Councilwoman Lettau – Irrigation – Putting pipes above ground – Looks terrible – Suggest they speak to irrigation district – Leaving holes open during week – Who is liable – Can city do anything

Mayor Carnahan – Doing it because of clams in water – Strainers not originally supplied to individual lots in City

Councilwoman Lettau – Not in original agreement with people – Suggest citizens go to B.I.D. meetings and voice their opinions

Councilwoman Stade – Digitizing – Having packets on Ipads? Save time and paper - Already electronically saved – Electronically distributed

Ms. Haug – Save cost of creating packets

Councilwoman Lettau – Cost of equipment

Councilwoman Stade – Record of what we’ve done - Look into

ADJOURNMENT – Mayor Carnahan (2514/2/292*)

Councilwoman Lettau: I make a motion we adjourn.

Councilwoman Stade: Second.

MOTION #6– C. M. Lettau moved and C. L. Stade seconded to adjourn the February 4th, 2014 Regular Council Meeting at 8:20 p.m.

VOICE VOTE #6–C. L. Lehman, C. M. Lettau, C. C. Meredith, C. L. Stade
ALL YEAS. Motion carried.

Meeting adjourned at 8:20 p.m. (2518/4/364*)



Lloyd Carnahan
Mayor, City of Benton City



Stephanie Haug, CMC
City Clerk-Treasurer

Date: 2/19/14