

**City of Benton City  
Regular Council Meeting Minutes  
September 1<sup>st</sup>, 2015**

**CALL TO ORDER** – Mayor Carnahan called the September 1<sup>st</sup>, 2015 Regular Council meeting to order at 7:00 p.m. (00:03:04:\*Audio recording begins)

**PRESENTATION OF THE COLORS** – Councilwoman Stade led the Council and audience in the Pledge of Allegiance. (00:03:19\*)

**ROLL CALL** (00:03:42\*)

Council Members Present –  
**Michelle McLeod (7:11)**  
**Connie Meredith**  
**Linda Lehman**  
**Lisa Stade**

City Staff Present –  
**Stephanie Haug, City Clerk/Treasurer**  
Other Professionals Present –  
**Larry Howell, President, Benton City E.D.C.**

Council Members Absent –  
**Mary Lettau (Excused)**

Other Professionals Absent –  
**Alan Rainey, Spink Engineering LLC**

**Councilwoman Meredith:** Mr. Mayor, I move to excuse Mary Lettau from tonight's meeting.

**Councilwoman Stade:** I'll second.

**MOTION #1-** C. C. Meredith moved and C. L. Stade seconded to excuse Councilwoman Lettau from the September 1<sup>st</sup>, 2015 Regular Council Meeting.

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

**READING AND APPROVAL OF MINUTES** (00:04:18\*) - **REGULAR MEETING AUGUST 18<sup>TH</sup>, 2015**  
**Councilwoman Meredith:** Mr. Mayor, I make a motion to approve the Minutes.

**Councilwoman Lehman:** I'll second.

**MOTION #2-** C. C. Meredith moved and C. L. Lehman seconded to approve the Minutes of the August 18<sup>th</sup>, 2015 Regular Council Meeting as presented.

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

**OPENING REMARKS, "HOUSEKEEPING" ITEMS, EXECUTIVE SESSION REQUESTS, ETC.**  
(00:04:19\*) 1. New Application – Liquor License – Della Street Diner, 623 9<sup>th</sup> St. (no comments)

**APPROVAL OF AGENDA** (00:04:49\*)

**Councilwoman Meredith:** I make a motion to approve the Agenda as presented.

**Councilwoman Lehman:** I second.

**MOTION #3-** C. C. Meredith moved and C. L. Lehman seconded to approve the September 1<sup>st</sup>, 2015 Regular Council Meeting Agenda as presented.

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

**VISITOR COMMENTS** (00:05:11\*)

**Heather Duncan, Benton City Chamber of Commerce** – September 17<sup>th</sup>, next Chamber luncheon – Please RSVP early so the Legion knows how many lunches to prepare – Paul Kasey is the presenter, author, life coach – 4 Secrets to Work/Life Balance – 11:30, networking, lunch & Presentation at noon – Benton City Daze will be September 19<sup>th</sup>, encourage all to participate in parade and other activities

**Councilwoman Stade:** Where do we get information about booths in the park? Layout? That day?

**H. Duncan:** Need to check with the Chamber office

**REGULAR REPORTS**

**1. EDC REPORT** (00:07:13\*) **Larry Howell, President, Benton City E.D.C.** - Written report provided, will be submitting reports in packets from now on, reporting may overlap – new businesses in town-meeting with Revitalization committee – moving in a great direction-building on Dale coming along

**Councilwoman Meredith:** Is there an update on the YES grant?

**L. Howell:** Yes. I called Maria Cantwell and she said we're not out and she would take special interest in our project. It's kind of exciting. We should know in September.

**Councilwoman Stade:** Does the EDC have a monthly calendar on their website for events going on in Benton City?

**H. Duncan:** Not on the EDC website-Chamber events on their website-Best option now is email blast

2. **STAFF REPORT (00:12:20\*) Stephanie Haug, City Clerk/Treasurer** – none at this time
3. **ENGINEER REPORT (00:12:28\*) Alan Rainey** – Archie Borden Drainage project – ordered parts need, City Crew to put in the top portion in the next couple of weeks (once parts are received) – Will go out to bid on pipe down the side of the hill and retention pond at bottom – Roundabout will go out to bid in the next couple of months...

**(Councilwoman McLeod arrives, 7:11pm)**

(cont.) - Well No. 5 – cleared items up with PUD and will be going out to bid soon

4. **COUNCIL COMMITTEE REPORTS (00:14:45\*)**
  - Councilwoman Stade** – Planning & Marketing Meeting for Ben Franklin Transit – Holiday light bus tours, would like to include Benton City if enough interest, BFT would like more information about who has lights up in town. Maybe have a competition in town
  - Mayor Carnahan** – Maybe handled through the EDC?
  - Randy Rutledge** – We have talked about doing that for a while.
  - Councilwoman Stade** – BFT – provides bussing for events, for Benton City Daze will have busses and a booth – Tulip Lane project is coming along – They are working to encourage more Senior riders – They are reducing the number of direct route options, but are open to new route ideas, so Citizen involvement is encouraged
  - Councilwoman Lehman** – None
  - Councilwoman Meredith** – None
  - Councilwoman McLeod** – I have information about the roundabout for you all (roundabout brochure)
  - Mayor Carnahan** – Attended a couple of meetings, also met with gentleman from last meeting with JB to follow up with his concerns and answer his questions, and he seemed satisfied

#### **ITEMS FOR APPROVAL:**

1. **SECOND READING – ORDINANCE 946 - AMENDING 5.04 – BUSINESS LICENSE REGULATIONS (00:20:19\*)**
  - Councilwoman Lehman:** I move to approve on the Second Reading, Ordinance No. 946, an ordinance of the City of Benton City, amending Section 5.04.160 “Supplemental License Procedure” and Section 5.04.290 “Expiration/Late Fees”.
  - Councilwoman Meredith:** I second.
  - MOTION #4-C.** L. Lehman moved and C. C. Meredith seconded to approve on the Second Reading, Ordinance No. 946, an ordinance of the City of Benton City, Washington, amending Section 5.04.160 “Supplemental License Procedure” and Section 5.04.290 “Expiration/Late Fees”.
  - VOICE VOTE #4-C.** L. Lehman, C. M. McLeod, C. C. Meredith, C. L. Stade –  
**ALL YEAS. Motion carried.**
2. **RESOLUTION #2015-15 – CITY SURPLUS DESIGNATION (00:22:15\*)**
  - Councilwoman Meredith:** I move to approve Resolution #2015-15, a resolution authorizing the sale of Benton City property surplus to City needs.
  - Councilwoman Lehman:** I second.

**MOTION #5-C.** C. Meredith moved and C. L. Lehman seconded to approve Resolution #2015-15, a resolution authorizing the sale of Benton City property surplus to City needs, as amended.

**Councilwoman Lehman:** Looking at the wording under C, the sentence under that. For any surplus property that is not sold, the City may sale the surplus property for salvage or junk the surplus property that cannot be sold. I think it should read sell instead of sale. It's just a wording...

**Councilwoman Meredith:** I move to amend Resolution #2015-15 to change the word "sale" to "sell."

**Councilwoman McLeod:** I second.

**MOTION #6-C.** C. Meredith moved and C. M. McLeod seconded to amend Resolution #2015-15, to change the word "sale" to "sell."

**VOICE VOTE #6-C.** L. Lehman, C. M. McLeod, C. C. Meredith, , C. L. Stade  
ALL YEAS. Motion carried.

**Mayor Carnahan:** ...and now to vote on the motion as amended

**VOICE VOTE #5-C.** L. Lehman, C. M. McLeod, C. C. Meredith, , C. L. Stade  
ALL YEAS. Motion carried.

### 3. PURCHASE REQUEST – CITY SHOP GARAGE DOOR

(00:24:40\*)

**Councilwoman Stade:** I move to approve the purchase of a commercial garage door for the City Shops mower room from Richardson Garage Doors Inc. in an amount not to exceed \$1,500.

**Councilwoman Meredith:** I second.

**MOTION #7-C.** L. Stade moved and C. C. Meredith seconded to approve the purchase of a commercial garage door for the City Shops mower room from Richardson Garage Doors, Inc. in an amount not to exceed \$1,500.

**ROLL CALL VOTE #7- C.** M. McLeod, C. C. Meredith, C. L. Lehman, C. L. Stade  
ALL YEAS. Motion carried.

### 4. 2016 BUDGET CALENDAR

(00:25:25\*)

**Ms. Haug** – Explanation of 2016 Budget Calendar, need to schedule Budget Workshop in October

**Councilwoman Stade:** I propose a Monday; volleyball games are Tuesday/Thursday, or a Wednesday.

**Councilwoman Lehman:** I can't do Wednesday

**Councilwoman McLeod:** How about Monday, October 12<sup>th</sup>

**Mayor Carnahan:** Let's say 6pm?

**Councilwoman Meredith:** That's also school board meeting, so maybe earlier?

**Councilwoman Stade:** 5pm?

**Councilwoman McLeod:** I'd be a few minutes late.

**Councilwoman Stade:** Let's just do 5:30. Does that work for everyone? Add water/sewer amounts?

**Ms. Haug:** On tonight's agenda- discussion item

**Councilwoman Meredith:** I move to approve the 2016 Budget Calendar, setting Public Hearing dates and review dates for documents required during the budget process.

**Councilwoman McLeod:** I second.

**MOTION #8-C. C. Meredith moved and C. M. McLeod seconded to approve the 2016 Budget Calendar, setting Public Hearing dates and review dates for documents required during the budget process.**

**VOICE VOTE #8-C. L. Lehman, C. M. McLeod, C. C. Meredith, C. L. Stade**  
**ALL YEAS. Motion carried.**

**2. VOUCHERS (00:29:33\*)**

**Councilwoman Stade:** I move to approve payment of claim check numbers 27090 thru 27105 and with EFTs as listed in the amount of \$40,409.42, this 1<sup>st</sup> day of September, 2015.

**Councilwoman Meredith:** Second it.

**MOTION #9-C. L. Stade moved and C. C. Meredith seconded to approve payment of Claim check numbers 27090 thru 27105 with EFTs as listed in the amount of \$40,409.42, this 1<sup>st</sup> day of September, 2015.**

**ROLL CALL VOTE #9-C. C. Meredith, C. L. Stade C. M. McLeod, C. L. Lehman,**  
**ALL YEAS. Motion carries.**

**ITEMS FOR DISCUSSION (00:30:22\*)**

**1. UTILITY RATE ADJUSTMENTS FOR 2016 (00:30:23\*)**

**Ms. Haug:** Continued discussion from last meeting, asked to bring back for further discussion- need direction from Council on what they'd like to do in order to prepare 2016 budget

**Councilwoman Stade:** I know you've been mentioning it for years. I've been here the longest, other than the Mayor. Always pointing out the disparity between the two.

**Councilwoman Meredith:** the funds have to be separate.

**Mayor Carnahan:** Any further discussion?

**Councilwoman Lehman:** Well I think we need to go with Option B, that's the one the City staff recommended to get us back where we need to be.

**Councilwoman McLeod:** I agree. Offset for a period of time?

**Ms. Haug:** Just next year.

**Councilwoman Meredith:** Inform the public, public hearings, need to be proactive

**Ms. Haug:** Will putting information in the water bills be enough?

**Councilwoman Stade:** Include a synopsis of why we need to make the increase

**2. CITY PARK IMPROVEMENTS – E.D.C. – (00:36:32\*)**

**L. Howell:** Met with the Mayor and the City Engineer to go over the project – will have something in 2 weeks to present to the Council from the Engineer—work day on September 12<sup>th</sup> from 9-12, lunch provided by Ki-Be market

**3. SMOKING ORDINANCE – (00:37:36\*)**

**Councilwoman Meredith:** I'd like it brought back as an ordinance.

**Councilwoman Stade:** I had a question about what "place of employment" means.

**Ms. Haug – RCW language**

**Councilwoman Lehman:** The flowers in a planter in front of the Tumbleweed died, then it was used as an ashtray. It caught on fire and burned a hole in the side. Maybe the City could invest in some safe ashtrays for Downtown?

**Councilwoman McLeod:** distance from building entrances? In Pasco, it's over 100'.

**Councilwoman Stade:** look at the RCW, 25' from entrance

**Mayor Carnahan:** We can't go less than the RCW, but we can go more. We'll give this to the attorney to prepare a draft to bring back.

**GENERAL COUNCIL COMMENTS – (00:43:17\*)**

**Councilwoman Stade:** I have questions about how to resign from Good Roads. They're not very good about notifying me and the meetings are all the way over at Clover Island. I think they're every other month, the last Wednesday of the month.

**Mayor Carnahan:** We'll look into that after the first of the year with the new, or old, council.

**Councilwoman Stade:** Maybe Heather could forward her notifications?

**Councilwoman McLeod:** I'm not getting the mail from Mosquito Control on time. It's kind of frustrating. I think it's the postal department.

**Mayor Carnahan:** I would call ahead of time.

**Councilwoman Meredith:** Will we be bargaining with employees soon?

**Ms. Haug:** We expect a letter from the Union soon.

**ADJOURNMENT – Mayor Carnahan (00:46:03\*)**

**Councilwoman Meredith:** Mr. Mayor, I make a motion that we adjourn.

**Councilwoman Lehman:** I second.

**MOTION #9–C. C. Meredith moved and C. L/ Lehman seconded to adjourn the September 1<sup>st</sup>, 2015 Regular Council Meeting at 7:43p.m.**

**VOICE VOTE #9–C. L. Lehman, C. M. McLeod, C. C. Meredith, C. L. Stade  
ALL YEAS. Motion carried.**

Meeting adjourned at 7:43 p.m. (00:47:03\*Audio recording ends)

  
Stephanie Haug, CMC  
City Clerk/Treasurer

  
Lloyd Carnahan  
Mayor, City of Benton City

Date: 9/15/15