

**City of Benton City
Regular Council Meeting Minutes
December 15th, 2015**

CALL TO ORDER – Mayor Carnahan called the December 15th, 2015 Regular Council Meeting to order at 7:00 p.m. (01:17:17*Audio recording begins)

PRESENTATION OF THE COLORS – Councilwoman Meredith led the Council and audience in the Pledge of Allegiance. (01:17:10*)

ROLL CALL (01:16:42*)

Council Members Present –

**Connie Meredith
Linda Lehman
Mary Lettau
Lisa Stade
Michelle McLeod**

City Staff Present –

**Stephanie Haug, City Clerk/Treasurer
Paula Kauer, General Clerk-Purchasing**

Other Professionals Present –

**Alan Rainey, City Engineer, Spink Engineering LLC (In at 7:07 p.m.)
Eric Ferguson, City Attorney, Kerr Law Group
Capt. Clay Vannoy, Benton County Sheriff's Office**

READING AND APPROVAL OF MINUTES (01:16:28*)

- REGULAR MEETING NOVEMBER 17TH, 2015 & REGULAR MEETING DECEMBER 1ST, 2015

Councilwoman McLeod: The first Minutes where I was missing, I'd like to be excused because I didn't get notification. The unexcused; I'd like to be excused (because) I did come down here and the sign said the first...

Councilwoman Lehman: She came here earlier and there was no one here and the sign said something different.

Councilwoman Lettau: Can we go back and excuse?

Councilwoman Stade: Can I move to excuse her from the meeting?

Councilwoman McLeod: They moved to excuse me last time I was here...

Mayor Carnahan: I think yes, we can do that easy enough. We can do that with a motion right now.

Councilwoman Stade: I move to excuse Councilwoman McLeod from the November 17th Meeting.

Councilwoman Meredith: I second.

MOTION #1- C. L. Stade moved and C. C. Meredith seconded to excuse Councilwoman McLeod from the November 17th, 2015 Regular Council Meeting.

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

Councilwoman Stade: And I make a motion to approve the Minutes as corrected.

Councilwoman Meredith: I'll second.

Councilwoman Stade: For November 17th and December 1st.

Councilwoman Meredith: I'll second.

MOTION #2- C. L. Stade moved and C. C. Meredith seconded to approve the Minutes of the November 17th, 2015 Regular Council Meeting and the December 1st, 2015 Regular Council Meeting as corrected.

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

OPENING REMARKS, "HOUSEKEEPING" ITEMS, EXECUTIVE SESSION REQUESTS, ETC – (01:15:09*)

Ms. Haug – Mr. Rainey had a family emergency – Trying to make it here – Hoping his item on Agenda – H.5. could be moved to when he's here:

Mayor Carnahan – Can leave it where it's at – Take him when he comes

APPROVAL OF AGENDA – (01:14:29*)

Councilwoman Meredith: Mr. Mayor, I make a motion to approve the Agenda as presented.

Councilwoman Lettau: I second.

MOTION #3- C. C. Meredith moved and C M. Lettau seconded to approve the Agenda of the December 15th, 2015 Regular Council Meeting as presented.

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

VISITOR COMMENTS – (01:14:13*)

Heather Duncan, Benton City Chamber of Commerce – Thank you for WinterFest – Parade – Weather-Computers – Try to do a drive through this weekend – December 21st – Monday – 6:00 p.m. – Longest Night Service – For the community – Feeling alone, etc. – December 24th – Methodist Church – Candle-light Service – 4:00 p.m. – Children – 7:00 p.m. and 11:00 p.m. – Thank Lloyd for his years of service – Fresh, friendly face in Benton City – Very much appreciated

REGULAR REPORTS (Mr. Rainey arrives at 7:07 p.m.)

- 1. SHERIFF'S REPORT (01:11:02*) Capt. Clay Vannoy, Benton County Sheriff's Office November 2015**
- 246 Calls for Service v. 287 in 2014 - 18 Case Offenses vs. 34 in 2014 - 18 Infraction Offenses Issued
- 3. ENGINEER REPORT (01:03:33*) Alan Rainey, City Engineer, Spink Engineering LLC Well #5** – Out for bid – Bring back January 19th – **Dale Avenue** – Sidewalk repair – Not done – Performance bond

ITEMS FOR APPROVAL:

- 5. RESOLUTION #2015-26 – RENEWING ENGINEERING SERVICES – SPINK ENGINEERING (01:02:44*)**

Ms. Haug – Explanation of Resolution #2015-26

Councilwoman Meredith: Mr. Mayor, I move to approve Resolution No. 2015-26, a resolution of the City of Benton City, Washington, renewing the Engineering Services Agreement with Spink Engineering.

Councilwoman Lettau: I second.

MOTION #4- C. C. Meredith moved and C. M. Lettau seconded to approve Resolution #2015-26, a resolution of the City of Benton City, Washington, renewing the Engineering Services Agreement with Spink Engineering.

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

REGULAR REPORTS (Continued...) (Mr. Rainey departs at 7:07 p.m.)

- 2. STAFF REPORTS – (01:01:33*) Stephanie Haug, City Clerk/Treasurer** - Code Report – In Packets
- 4. COUNCIL COMMITTEE REPORTS (01:01:31*)**

Councilwoman Stade – Benton Franklin Transit – Advertising – Community Survey – Benton City Community Center – Consideration for route revision – Dial-a-Ride ridership up – Coordination with students from CBC

Ms. Haug – Community Center – January 14th

Councilwoman Lehman – Out of town on 14th – Please ask about getting in sync with Hanford 4-10s

Councilwoman Stade – Monday through Thursday? Considering in discussion for bus transport for Manhattan Project hours? Clearance to go through – Less traffic on road – What are hours of 4-10s

Councilwoman Lehman – Flex hours – Some companies start at 6:00 – My company starts at 6:30 – 6:30 to 5:00 p.m. my hours – Others 6:00 to 6:30

Councilwoman Stade – More consistency in job times – Working on getting new General Manager - Lighted parade – Decorate Three Rivers Transit Center - Carolers – Battelle Choir - Hot cocoa – Ride bus to see lighted homes – Coordinating with Dial-a-Ride so everyone included – December 18th – Order tickets on line or phone at Transit

Councilwoman McLeod – Dial-a-Ride rate increase?

Councilwoman Stade – Ridership has increased – Rates have not

Councilwoman McLeod – Next meeting – Will need to reassign to Mosquito Control

Mayor Carnahan – Groundbreaking went well today

**** SPECIAL PRESENTATION – COMMUNITY ACTION CONNECTIONS ****

Cathy Merrill Holle, Program Development Specialist

Eilene Grigsby, Data Analyst

(Handouts provided) (00:56:11*)

ITEMS FOR APPROVAL: (Continued...)

1. SECOND READING – ORDINANCE #949 - 2016 BUDGET (00:28:58*)

Councilwoman Meredith: Mr. Mayor, I make a motion to approve on the Second Reading, Ordinance No. 949 of the City of Benton City, Washington, adopting the budget for fiscal year ending December 31, 2016.

Councilwoman Lettau: I second.

MOTION #5- C. C. Meredith moved and C. M. Lettau seconded to approve on the Second Reading, Ordinance No. 949 of the City of Benton City, Washington, adopting the budget for fiscal year ending December 31, 2016.

VOICE VOTE #5- C. C. Meredith, C. M. Lettau, C. L. Stade, - **YEAS**; C. L. Lehman, C. M. McLeod – **NAYS**. Motion carried.

2. SECOND READING – ORDINANCE #950 - 2016 WAGES & SALARIES (00:28:06*)

Councilwoman Lettau: Mr. Mayor, I move to approve on the Second Reading, Ordinance No. 950, of the City of Benton City, Washington, approving the salaries and benefits to be paid to employees of the City of Benton City, Washington, for the calendar year 2016.

Councilwoman Meredith: I'll second.

MOTION #6- C. M. Lettau moved and C. C. Meredith seconded to approve on the Second Reading, Ordinance No. 950, of City of Benton City, Washington, approving the salaries and benefits to be paid to employees of the City of Benton City, Washington, for the calendar year 2016.

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

3. FIRST READING – ORDINANCE AMENDING BENTON CITY COMPREHENSIVE PLAN (00:27:31*)

Ms. Haug – Explanation of Amendment to City Comprehensive Plan

Councilwoman Lettau: Mr. Mayor, I move to approve on the First Reading, an ordinance of the City of Benton City, Washington, amending the Comprehensive Plan, including the Land Use Map.

Councilwoman Meredith: I'll second it.

MOTION #7- C. M. Lettau moved and C. C. Meredith seconded to approve of the First Reading, an ordinance of the City of Benton City, Washington, amending the Comprehensive Plan, including the Land Use Map.

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

4. FIRST READING – ORDINANCE APPROVING REZONE – 1205 13TH STREET (00:23:09*)

Ms. Haug – Explanation of rezone

Councilwoman Lettau: Mr. Mayor, I move to approve, on the First Reading, an ordinance of the City of Benton City, Washington, amending the zoning classification of a certain real property located west of 13th Street, for reference purposes referred to as 1205 13th Street, consisting of approximately .18 acres from C-1 Commercial District to R-3, High Density Residential District.

Councilwoman McLeod: I second it.

MOTION #8- C. M. Lettau moved and C. M. McLeod seconded to approve, on the First Reading, an ordinance of the City of Benton City, Washington, amending the zoning classification of certain real property located west of 13th Street, for reference purposes referred to as 1205 13th Street, consisting of approximately .18 acres from C-1 Commercial District to R-3, High Density Residential District.

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

5. (See above)

6. PURCHASE AUTHORIZATION – LARGE SCALE SCANNER/COPIER/PRINTER (00:19:49*)

Ms. Haug – Update for purchase information

Councilwoman McLeod – Concerns regarding buying vs. leasing - Manufacturer's Warranty

Councilwoman Lehman – Not a savings for us to lease?

Ms. Haug – More expensive to lease vs. outright purchase

Mr. Ferguson – Contract pro and cons

Councilwoman Stade: Mr. Mayor, I move to approve the purchase of a Canon IPF 785 MFP scanner/copier/printer for \$7,050.00 plus WA State Sales Tax in January 2016.

Councilwoman Meredith: I'll second.

MOTION #9- C. L. Stade moved and C. C. Meredith seconded to approve the purchase of a Canon IPF 785 MFP scanner/copier/printer for \$7,050.00 plus WA State Sales Tax in January 2016.

ROLL CALL VOTE #9- C. L. Stade, C. M. Lettau, C. C. Meredith, C. L. Lehman – YEAS;
C. M. McLeod - NAY. Motion carried.

7. VOUCHERS (00:13:05*)

Councilwoman Lettau: Mr. Mayor, I move to approve payment of Claim check numbers 27302 thru 27329 with EFTs as listed in the amount of \$37,742.62, and Payroll check numbers 27276, 27293 thru 27301 with EFTs as listed in the amount of 49,190.60 this 15th day of December, 2015.

Councilwoman McLeod: I second.

MOTION #10- C. M. Lettau moved and C. M. McLeod seconded to approve payment of Claim check numbers 27302 through 27329 with EFTs as listed in the amount of \$37,742.62, and Payroll check numbers 27276, 27293 thru 27301 with EFTs as listed in the amount of \$49,190.60 this 15th day of December, 2015.

ROLL CALL VOTE #10- C. C. Meredith, C. M. Lettau, C. L. Stade, C. M. McLeod, C. L. Lehman
ALL YEAS. Motion carries.

ITEMS FOR DISCUSSION - (00:12:07*)

1. OUTDOOR ASHTRAY EXAMPLES (00:12:05*) ** Postpone until 2016 **

2. BENTON COUNTY RURAL COUNTY CAPITAL FUND (00:08:40*)

Mayor Carnahan – Information on future distribution of funds through Benton County

GENERAL COUNCIL COMMENTS – (00:05:28*)

1. SPECIAL PRESENTATION – CLERK HAUG – Certificates of Appreciation – Mayor Carnahan, Councilwoman McLeod and Councilwoman Meredith – Oath of Office – Mayor Elect Lehman – Administered by Mr. Ferguson

ADJOURNMENT – Mayor Carnahan (00:00:52*)

Councilwoman Lettau: Mr. Mayor, I make a motion we adjourn.

Councilwoman Meredith: I'll second.

MOTION #11– C. M. Lettau moved and C. C. Meredith seconded to adjourn the December 15th, 2015 Regular Council Meeting at 8:16 p.m.

**VOICE VOTE #11– C. C. Meredith, C. L. Lehman, C. M. Lettau, C. L. Stade, C. M. McLeod
ALL YEAS. Motion carried.**

Meeting adjourned at 8:16 p.m. (00:00:42*)



Linda Lehman
Mayor, City of Benton City



Stephanie Haug, CMC
City Clerk-Treasurer

Date: 1-12-16