

**CITY OF WEST RICHLAND
CITY COUNCIL MEETING
JANUARY 17th, 2023**

1. Call to Order –

Mayor Gerry called the meeting to order at 6:00 p.m.

2. Roll Call –

Present:

Mayor Brent Gerry
Mayor Pro Tem Fred Brink
Councilmember Richard Bloom
Councilmember David Fetto
Councilmember May Hays
Councilmember Kate Moran
Councilmember John Smart
Councilmember Ken Stoker

City Attorney Bronson Brown
City Clerk Stephanie Haug
Police Chief Thomas Grego
Finance Director Erin Gwinn
Comm. Dev. Director Eric Mendenhall
Associate Planner Elisha Ransom
Public Works Director Roscoe Slade

3. Pledge of Allegiance –

Councilmember Fetto led the council, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda –

Mayor Pro Tem Brink moved to approve the agenda as presented. It was seconded by Councilmember Bloom. Council unanimously approved the agenda as presented.

5. Presentations- There were no presentations.

6. Consent Agenda – Mayor Gerry read the consent agenda titles for consideration:

a. Payment of Bills

Description	Check Number(s)	Amount
Accounts Payable Checks	72459-72679	\$995,860.28
Accounts Payable Voids		\$0.00
Manual Payroll	16821-16845	\$10405.17
Electronic Wire Payments	APPKT01831, 1898, 1935, 1936, 1937, 1939, 1940, 1942, 1956, 1957, 1959, 1960, 1963, 1971, 1976, 1979, 1980	\$979,676.27
Direct Deposit		\$547,708.64
Bank & Credit Card Service Fees		\$12,013.01
Total		\$2,535,663.37

b. Approve Minutes - Regular Meeting January 3, 2023

c. RES. 02-23 - Resolution to set the public hearing for VACA-006-2022

RESOLUTION NO. 02-23

A RESOLUTION OF THE CITY OF WEST RICHLAND, WASHINGTON, SETTING THE PUBLIC HEARING DATE TO CONSIDER AN ACCESS EASEMENT VACATION ON WILLAMETTE HEIGHTS SECTION 8, LOT 208, PARCEL NUMBER 1-0898-302-0208-000.

d. RES. 03-23 - Resolution to set the public hearing for VACA-007-2022

RESOLUTION NO. 03-23

A RESOLUTION OF THE CITY OF WEST RICHLAND, WASHINGTON, SETTING THE PUBLIC HEARING DATE TO CONSIDER AN ACCESS EASEMENT VACATION ON WILLAMETTE HEIGHTS SECTION 8, LOT 208, PARCEL NUMBER 1-0898-302-0208-000.

e. RES. 04-23 - Adopting Policy on Small Tract Act Right of Way Reservations

RESOLUTION NO. 04-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST RICHLAND, WASHINGTON ADOPTING CITY OF WEST RICHLAND POLICY ON SMALL TRACT ACT RIGHT OF WAY RESERVATIONS.

f. Motion authorizing Amendment #6 to Engineering Services Contract for Bombing Range Road – Keene Road Intersection Modification Project – JUB.

- g. Motion to approve the 2023-2024 Agreement for Service- West Richland Area Chamber of Commerce
Mayor Pro Tem Brink moved to approve the consent agenda. Councilmember Moran seconded the motion. Council unanimously approved the consent agenda.

7. Citizen Public Comments – There were no citizen comments.

8. Ordinances, Resolutions, Motions and Public Hearings

- a. **ORD. 01-23** - Adding WRMC Chapter 12.80 Roadside Memorial Sign Program
Public Works Director Roscoe Slade presented a staff report explaining the proposed additions to the West Richland Municipal Code, which creates a roadside memorial policy and program for the City of West Richland that is like the ones established by WSDOT, the City of Tumwater, and the City of Kirkland.

ORDINANCE NO. 01-23

AN ORDINANCE OF THE CITY OF WEST RICHLAND, WASHINGTON, RELATING TO ROADSIDE MEMORIAL SIGNS, ADDING WEST RICHLAND MUNICIPAL CODE CHAPTER 12.80 ROADSIDE MEMORIAL SIGN PROGRAM.

Mayor Pro Tem Brink moved to approve Ordinance 01-23, adding Chapter 12.80- Roadside Memorial Sign Program to the West Richland Municipal Code. Councilmember Moran seconded the motion. Council voted unanimously to approve Ordinance 01-23.

- b. **RES. 05-23** - Adopting the City of West Richland 2023 Legislative Priorities
Public Works Director Roscoe Slade presented a staff report explaining the proposed legislative priorities developed for the City of West Richland.

RESOLUTION NO. 05-23

A RESOLUTION OF THE CITY OF WEST RICHLAND, WASHINGTON, ADOPTING THE CITY OF WEST RICHLAND 2023 LEGISLATIVE AGENDA

Mayor Pro Tem Brink moved to approve Resolution 05-23, adopting the City of West Richland 2023 Legislative Priorities. Councilmember Moran seconded the motion. After a brief discussion, Council voted unanimously to approve Resolution 05-23.

- c. **RES. 06-23** - Adding Roadside Memorial Sign Program Fees to the Master Fee Schedule
Public Works Director Roscoe Slade presented a staff report explaining the proposed amendments to the Master Fee Schedule to reflect the changes created in the municipal code by Ordinance 01-23.

RESOLUTION NO. 06-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST RICHLAND, WASHINGTON ADDING ROADSIDE MEMORIAL SIGN PROGRAM FEES TO THE MASTER FEE SCHEDULE.

Councilmember Fetto moved to approve Resolution 06-23, adding Roadside Memorial Sign Program fees to the Master Fee Schedule. Councilmember Bloom seconded the motion. Council voted unanimously to approve Resolution 06-23.

- d. **RES. 07-23** - Authorizing the Mayor to sign and execute a Water System Development Fee and Sewer System Development Fee Prepayment Agreement with Frank Tiegs LLC
Public Works Director Roscoe Slade presented a staff report explaining the proposed Water System Development Fee and Sewer System Development Fee Prepayment Agreement.

RESOLUTION NO. 07-23

A RESOLUTION OF THE CITY OF WEST RICHLAND, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN AND EXECUTE A WATER SYSTEM DEVELOPMENT FEE AND SEWER SYSTEM DEVELOPMENT FEE PREPAYMENT AGREEMENT WITH FRANK TIEGS LLC.

Councilmember Smart moved to approve Resolution 07-23, authorizing the mayor to sign and execute a Water System Development Fee and Sewer System Development Fee Prepayment Agreement with Frank Tiegs LLC. Councilmember Fetto seconded the motion. After a brief discussion regarding the terms of the agreement, Council voted unanimously to approve Resolution 07-23.

- 9. **Unfinished Business** – There was no unfinished business.
- 10. **New Business** – There was no new business.
- 11. **Citizen Public Comments** – There were no citizen comments during this comment period.

12. Announcements, Reports & Comments

Staff Reports

Finance Director Erin Gwinn announced that the city received a clean audit from the State Auditor’s Office. Mayor Gerry thanked Ms. Gwinn and her team for their efforts.

Police Chief Grego reported on the status of open positions at the police department. with one position currently open that they are hoping to fill with an entry level candidate who can attend the new regional academy this Spring. He also reported that he is receiving good reports from the three FTO positions.

City Clerk Stephanie Haug introduced the Council to Aimee Hunt, who is training to be the City Clerk backup. She also reminded Council of the workshop scheduled for January 24th at 5pm.

Council Reports

Councilmember Bloom reported he would be attending a conference in Las Vegas at the end of February for Ben Franklin Transit. He also reported that the Transit agency is getting 24 more van pool vans and that there is a survey to determine if Hanford bus service should be used.

Councilmember Moran inquired about any headway on the fireworks topic and thanked the Police Department for all they do for the community.

Councilmember Hays reported on the West Richland Community Care Foundation meeting she attended the previous week. She also reported that longtime resident Bill Shane had passed away and there would be a celebration of life on Saturday, January 21st from 2-4pm at the event center.

Community Development Director Mendenhall provided an update on the city’s efforts to develop a survey. Councilmember Smart expressed his concern with biased questions.

Mayor Pro Tem Brink reported on his attendance at the out brief for the SAO audit and praised the City’s Finance team for a job well done, the AWC Mayor’s Exchange in Olympia, and the upcoming City Action Days, hosted by AWC in Olympia.

- 13. **Executive Session** – There was no executive session.
- 14. **Meeting Conclusion**- The meeting concluded at 6:52 p.m.



Brent Gerry, Mayor



Stephanie Haug, MMC, City Clerk