



CITY COUNCIL MEETING MINUTES
TUESDAY, SEPTEMBER 2, 2008
CITY HALL
22710 E COUNTRY VISTA DRIVE
7:00 P.M.

INVOCATION

Given by Council Member Owens

PLEDGE OF ALLEGIANCE

Led by Mayor Van Orman, City Council and Staff

CALL TO ORDER

Mayor Pro Tem Sayrs called the meeting to order at 7:04 p.m.

ROLL CALL

Council Member Jenkins
Mayor Pro Tem Sayrs
Council Member Owens
Council Member Crump
Council Member Schuler
Council Member Olander
Council Member Langford

Doug Smith, Director, Community Dev.
Jessica Platt, Admin. Services Manager
Brian Asmus, Chief of Police
Sean Boutz, City Attorney

AGENDA APPROVAL

Council Member Crump moved to accept the Agenda, seconded by Council Member Langford. Councilman Jenkins then asked for a discussion, and moved to change Ordinance 165-B from a First Reading Agenda item to a Workshop discussion. Council Member Schuler seconded the motion. Discussion followed regarding whether or not to postpone Ordinance No. 165-B from a First Reading, the need to have a workshop discussion, and how postponement of the item could impede the timeframe needed to act on the City's budget.

Council Member Owens said her understanding of the last meeting was that the information was requested and provided. Therefore, "As a First Reading you have the information before you that was requested last week."

Council Member Jenkins withdrew his motion.

Discussions continued regarding parliamentary procedures. City Attorney Sean Boutz said the Ordinance could be brought back for reconsideration by one of the Council Members that voted against it or who did not vote at all. Mr. Boutz said in relation to this

budget, passage of this ordinance and amendment is something that needs to occur to move forward with the budgetary process.

Council Member Jenkins moved that Ordinance 165-B be removed from the Agenda, seconded by Council Member Langford. After discussions, Mayor Van Orman called for the vote to move the Ordinance off the Agenda. Motion failed. In favor: Council Member Jenkins, Council Member Schuler, and Council Member Langford; Opposed: Council Member Crump, Council Member Olander, Council Member Owens, and Mayor Pro Tem Says.

Mayor Van Orman called for the vote for the Agenda as it stands. Motion Passed. In Favor: Council Member Crump, Council Member Olander, Council Member Owens and Mayor Pro Tem Says; Opposed: Council Member Jenkins, Council Member Schuler, and Council Member Langford.

APPROVAL OF CITY COUNCIL MINUTES

Council Member Crump moved to accept the City Council Meeting Minutes from August 19, 2008, seconded by Council Member Jenkins. Mayor Van Orman called for the vote. Motion Accepted. In Favor: Unanimous; Abstained: Council Member Owens

CITIZEN COMMENTS

Gary Mire, 220 N Mitchell Drive, Liberty Lake, wanted chip sealing brought to the City Council's attention. He said that the chip seals are still on streets, in cars, and getting into carpet. He asked the City to please look into what can be done.

Gene Demanico, 1719 N Aladdin, Liberty Lake, said he rides his bike everyday to the Harvest House Bakery on Country Vista Drive. He stated that at the first part of last month he dodged a lot of glass in the street. He had talked to someone at City Hall regarding glass on the streets. Mr. Demanico commented that, "then I got another flat tire. I came over in person, and was introduced to Andrew Staples, the City Engineer, and was told they would do something about the glass. Two days later I got another flat, and the total bill was \$56.46. I should be reimbursed for the second time the tire went flat. You want people to use their bikes and not use their cars, and that is what I have been doing."

Mayor Van Orman requested that the roads be swept.

MAYOR AND CITY COUNCIL REPORTS

Council Member Crump reported that the Finance Committee had met and reviewed the vouchers. Also reviewed was a presentation on looking at the budget at a glance, trying to make it user friendly and formatting it to give to each Council Member at the end of month for a real-time budget picture and percentages were spent and received. Jessica Platt, Administrative Service Manager, gave a presentation on grants; over \$194,000 has been received this year.

Mayor Pro Tem Says reported that the Court Services Contract would be brought forward to the City Council later in the meeting, the documentation review for the 2007 audit is now completed, and the 2009 budget process is underway. Also discussed were: Mayor Van Orman is receiving budget information from departments, and a digital

recording system is being pursued by the City because of difficulty hearing the tapes. The Master Business License Program will be starting on October 13th. Businesses will be notified by the end of October, and renewals will start in January.

Council Member Jenkins reported that the Community Development Committee had met and a lot had to do with finance, assessing the needs of the City will follow in the pattern associated with the project, and requesting a 5 year forecast be created as a model. "You will be able to identify how much is coming in and out of the community and how that will impact the financial infrastructure."

Mayor Van Orman reported that the grocery industry is asking City residents use the recyclable grocery bags for a \$.05 rebate. This will be more of an educational purpose and the first meeting is September 9th at URM. Mayor Van Orman then said, "At the last City Council meeting, the Council asked for more information on Ordinance 165-B. I did go ahead and provide job descriptions and information to show how staff is compensated throughout Washington State." She also added there was a 911 Board Meeting last week, and on Saturday the City of Liberty Lake celebrated its annual anniversary at the symphony. Council Member Crump said it was decided that more cakes were needed.

Council Member Schuler asked that the City Council remember the 5 women in our prayers whose husbands were buried alive in Pakistan.

Staff and Agency Reports

Municipal Library Report

Pamela Mogen gave a brief summary of the Summer Reading Program. She also spoke about the new library building, running a test website, and an opportunity to host a business fair. Ms. Mogen said Rotary has been supporting the library in a way that when they have a monthly special speaker instead of paying a full honorarium, they are donating a book in their name. The other accomplishments were joining with Open Cataloging of World Cat which allows the library presence on Google, and that the Summer Reading Program had 55 teens who read for 2092 hours.

Discussions continued on the OC cataloging costing \$300 more than the other system, flower pots and a pergola roof for the new entrance, why the City of Liberty Lake decided to go independent rather than becoming part of Spokane County Library District, and having services above and beyond what the City of Liberty Lake was offered from Spokane County Library District.

Mayor Van Orman stated the City now has a new building that will not only have Public Safety but the Library as well. The City will advertise for bids in September and move into the new building on January 2nd.

City Staff

Doug Smith gave a brief summary of the activities going on in the community. He stated things were progressing with the architect, Bernardo Willis. Mr. Smith informed the City Council that he will be meeting with Central Valley to participate with planning efforts, and offered a reminder that the Regional Council of Governments will be meeting at the Fairgrounds from 10:00 a.m. until 12:00 p.m. this Friday.

Council Member Langford inquired if there has been a final decision with the Internet Portal. Doug Smith replied that the Internet Portal will submit new designs but he has not seen final designs.

Planning Commission

Planning Commissioner Daniel Dunne stated the Planning Commission had met in a Special Session on the Comprehensive Plan and Development Amendments. He gave a universal praise for coordinating with developers through dialogue, looking forward to the meeting regarding the SAP site along with Greenstone, and carefully considering a SAP cycle similar to UGA interest level from the community. The small homeowners group was presented with a survey on parks, and collection of statistics. This is more of a chance for the group to present an overview. Mr. Dunne asked for a copy of the comments section on the survey.

Public Safety

Chief Asmus provided the City Council with a brief summary of his written report. Since the report was written, the police have had a very busy week. He highlighted that the Guitar Hero Tournament had 100 participants, and Officer Van Hynning had donated a \$500 electric guitar. Chief Asmus said the event was held at Pavillion Park and Greenstone had set it up on big screen. Chief Asmus commented that the City of Liberty Lake Police Department has been selected as one of 40 police departments in the nation to go to San Diego at the end of October and present the City's digital video surveillance program.

Council Member Crump asked if the police department would be doing anything else at the school this year as far as traffic flows. Chief Asmus replied that the same traffic flow plan will be used as prior years and signs will be placed by S.C.O.P.E volunteers. He added that S.C.O.P.E volunteers, along with City Officers, will be at elementary school on Thursday and Friday to remind people to drive safely now that school is in session. Tomorrow there will be a crosswalk emphasis, to again get the people in the habit of watching for pedestrians, and cones will be set up.

Council Member Crump asked how the new police vehicle will be used. Chief Asmus stated it can be used as a patrol vehicle. When Officer Wilkerson is on shift during normal patrol duties, and he sees commercial vehicle violations in the City, then he will be making those types of stops. It will also be used to ensure proper weight limits, and keep the community safe.

Fire Department

Warren Kant from the Spokane County Valley Fire Department gave a brief report. He said that there were 26 incidents during the month ranging from medical calls, a small kitchen fire, and smoke fire alarms at businesses and apartment complexes. He stated they have noticed a down turn of wild land calls with cooler temperatures. Mr. Kant stated Station 9 is being constructed at 32nd Avenue and Whipple and will be dedicated on September 11th at 9:00 a.m., with an occupancy date to take place mid October. He asked that everyone be careful with school starting.

Sewer and Water District

Commission Frank Boyle gave a brief summary of the Sewer Districts activities. Items discussed were: depending on the weather, the leaf clean up is scheduled for the third Saturday in November in conjunction with the City of Liberty Lake, a pilot project for affluent cleansing is underway and hopefully will be taking the District down to 50

micrograms of phosphorus, and the District is providing blankets for meters. He advised if meters freeze it's the consumers' responsibility.

Mayor Van Orman said she believed the City of Liberty Lake and the Sewer District would be having a walk through of Blue Water Technologies with the Spokane County on September 12th. Mr. Boyle responded that he wouldn't be available that day.

Commissioner Boyle added that the City of Spokane is looking at five (5) different organizations that have affluent cleansing of phosphorus.

PRESENTATION

George Amen from Board Docs gave a presentation on paperless packets to the City Council. Agendas are delivered to the Board via the internet. As you go through meetings, the Board can have laptops and simply put in wireless internet access. He said Central Valley has been using Board Docs service since January 2002. One of the goals is to improve communication with patrons. Board Docs allows the City to put information in front of people, although they may not agree with decision. "Why choose the system? There is no paper shuffle; there is a tracking and approval system; you don't have to look anywhere but one spot; and more efficiency saves time, money, and resources. It is smart move for \$225 a month."

Discussions pursued regarding how many of the City of Liberty Lake businesses can be archived, a one time fee of \$1,000 and then a fee of \$225 a month, each City Council Member could have their own laptop as part of the training, all the computer has to do is connect to internet, and if there is an Executive Session there would be a User ID with a password.

Council Member Crump said he did rough count and each City Council Member has 100 pieces of paper in their packet tonight. "I am looking at a break-even point, and I do have concern over using my own personal laptop." He asked what does dot.com add. Mr. Amen responded "it is \$1000 a month to give you the tools. He added their website is www.boarddocs.com to access a demonstration.

Mayor Van Orman called for 5 minute break at 8:38 p.m. Meeting reconvened at 8:45 p.m.

ACTION ITEMS

Council Member Crump moved to accept the Consent Agenda in the amount of \$478,776.38, seconded by Council Member Owens. Mayor Van Orman called for the vote. Motion Accepted. In Favor: Unanimous; Opposed: None

Check sequences were: 10030 through 10097
Payroll check sequences were: 4821 through 4900

Interlocal Agreement – Criminal Justice

Council Member Crump moved to approve the Interlocal Agreement for Criminal Justice, seconded by Mayor Pro Tem Sayrs.

Doug Smith said the Interlocal Agreement was from Spokane County. He stated that changes to fee structures are noted, with 3 fees going down and 2 going up. The jail,

prosecutors, and the public defender fees have all gone down, and the court and Geiger fees have gone up.

Council Member Crump stated the Finance Committee had discussed the Interlocal Agreement. If the City of Liberty Lake costs were the same this coming year, the total cost would be less. Not knowing how expenses will come, prices could go up, so right now we're looking at trying to holster on this cost.

After a discussion on the 2008 fees, January 2009 will come with a fee structure, and how fees are being determined, Doug Smith said there is methodology but it is one sided. "I don't know what the exact methodology is."

Mayor Van Orman called for vote. Motion Accepted. In favor: Unanimous; Opposed: None

ORDINANCE – FIRST READING

Ordinance No. 165-B – An Ordinance Amending Ordinance 165 Passed by the City Council on December 18, 2007, Entitled "An Ordinance of the City of Liberty Lake, Washington, Amending Appropriations to the Adopted Annual Budget for the Period January 1, 2008 Through December 31, 2008, Appropriating Funds, and Establishing Salary Schedules for Established Positions."

Mayor Pro Tem Sayrs move to approve Ordinance 165-B, seconded by Council Member Owens.

Council Member Jenkins stated he challenged the process of bringing this motion back to the table. According to the rules, three (3) City Council Members, or a majority has to bring it back. Council Member Owens stated she was the one Council Member who was not at the meeting and would like to have the parlitarian vote on her behalf to have voted with weighing side.

Council Member Jenkins made a motion to table the Ordinance until the Council received something in writing to why this falls out of the considerations, seconded by Council Member Schuler. Mayor Van Orman called for the vote. Motion Failed. In Favor: Council Member Langford, Council Member Jenkins, and Council Member Schuler. Opposed: Council Member Olander, Mayor Pro Tem Sayrs, Council Member Owens, and Council Member Crump.

Council Member Crump addressed the precedence, of keeping this Ordinance to address two separate issues, and clearly addressing the difference between the previous Ordinance No. 165-B. "I see them as two separate issues. I would like to take into consideration of both by taking the same language, but put a period after 2008, and cross out the remainder of the title." In the first whereas "eliminate the remaining words up till and", correct the title in the second whereas "chance could not reasonable" to reasonably, and eliminate Section 2, and renumber first Section 3 to be Section 2 and Leave section 3. That would be Ordinance 165-B, and Ordinance 165-C replacing in the first whereas, "it has become" to "it is desired" and striking out "necessary all the way" and then continuing to say "desire to modify salary schedules as funded, taking out Section 1 as worded, making Section 2 to become Section1, and Section 3 to be Section 2. At that point it makes two distinct and different Ordinances by clarifying the two issues." Council Member Owens seconded that motion.

Council Member Olander said these should be separated into three separate Ordinances. He questioned whether the salary schedules should be discussed and creation of City Administrator be an independent job slot.

After discussions about the City Administrator, salary changes for the Administrative Service Manager and Planning Services Manager, and the Mayor being able to make those adjustments, Council Member Jenkins stated the jobs need to be separated out to clearly understand the creation of new positions. He added that it has the impact on the transparency and cohesiveness of government.

Council Member Crump said there was a motion and there was a second on table. "The Council needed to vote down or do a friendly amendment to the motion on table." Council Member Jenkins asked if it would be accepted if it was split into 3 different positions. Council Member Crump accepted a friendly amendment to split up the proposed Ordinance 165-B into two parts and leave the law enforcement as Ordinance 165-B as stated.

After continued discussions, Mayor Van Orman called for the vote on dividing into three (3) separate Ordinances. Motion Passed. In Favor: Unanimous; Opposed: None

Discussions pursued on Ordinance 165-B regarding more detail on changing law enforcement, what new positions are created under Ordinance 165-C, the position as far as the City Administrator established on Ordinance 165-D, questions on the organization chart, comparable AWC positions, and the need for a Finance Director.


Council Member Owens moved to extend the meeting for 15 minutes in order to finish the Agenda, seconded by Mayor Pro Tem Says. Mayor Van Orman called for the vote. In Favor: Council Member Olander, Council Member Crump, Council Member Owens, Mayor Pro Tem Says, and Council Member Jenkins; Opposed: Council Member Langford and Council Member Schuler.

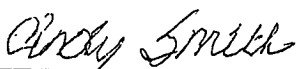
Meeting adjourned at 10:01 p.m.

ADJOURNMENT

Upon motion, the Meeting adjourned at 10:01 p.m.

These Minutes are approved this 16th day of September, 2008.


Wendy Van Orman, Mayor
City of Liberty Lake



Notes by Jessica Platt, Administrative Services Manager, and Transcription by Cindy Smith, City Clerk. This Council Meeting was audio taped. Anyone desiring to listen to the recording may contact the City Clerk.