

Tuesday, January 28, 2013

**NORTH BONNEVILLE CITY COUNCIL
Finance Committee Minutes**

Meeting Call to Order: 6:30PM

Roll Call

Present: Mayor Don Stevens – Councilors: Mike Hamilton, Bob Bianchi and Mike Baker

Councilor Forster and Pace were not in attendance at the finance committee meeting

Staff Present: Steve Hasson and Richard Lafayette

Unfinished Business

None

New Business

The water fund 400 and the sewer fund 401 are ending the year in a deficit mode due to the number of encumbrances that have been placed on these funding sources. Auditing practices are such that we need to make these funds whole at year end [2013]. Staff is recommending that we either gift or loan revenues from the current expense fund [the general fund] to shore up these accounts. The Council debated a number of strategies and generally felt that loaning the monies from the general fund with a funding source to repay the granting over a one or two year period was the likely solution to this issue.

Adjournment

The Committee adjourned about 7:00 P.M.



NORTH BONNEVILLE CITY COUNCIL
Tuesday, January 28, 2013
Minutes

Meeting Call to Order: 7:10 PM

Roll Call

Present: Mayor Don Stevens – Councilors: Charles Pace, Michael Hamilton, Bob Bianchi and Mike Baker

Staff Present: Steve Hasson, Ken Woodrich and Richard Lafayette

Craig Forster was unable to attend the Council meeting due to business conflict

Councilor Baker moved to excuse Councilor Forster and seconded by Councilor Bianchi
Yes Councilors Pace, Bianchi, Hamilton, and Baker
No
Abstain
Passed 4-0-0

Guests Present

Approximately 6 guests present

Agenda Changes and Additions
None

Public Hearings

Ordinance 1031 – an ordinance constructed to amend City Ordinance 1024 whereby the City staff would rely upon a single cash drawer to address a State Auditor Concern

The Mayor opened this item up for public comment, clarified its intent and closed the hearing.

Consent Agenda

The following items were presented for approval:

- January 14th Council Minutes
- Vouchers January 28th

Councilor Baker made a motion to accept the minute and vouchers – seconded by Councilor Bianchi. Councilor Hamilton questioned paying the attorney's invoice, requesting that PDA related expenses be broken out and addressed separately

Approval of consent agenda as presented
Yes Pace, Baker, Bianchi, Hamilton
No
Abstain
Approved 4-0-0

Guest Presentations

None

Public Comment

John Mobley suggested the placement of an ATM/Bank deposit Box in proximity to City Hall Cheryl Jermann inquired whether the City was looking at the M-19 property for retail marijuana purposes

Council Member Comments

Councilor Hamilton expressed a desire to see the in kind and out of pocket expenses associated with the Public Development Authority PDA placed in a separate invoice package.

Councilor Pace noted that the City's PDA oversight capabilities were governed by section 23 of the PDA Charter, which the City helped establish and thus our scrutiny into their business has to be in accordance with its guidelines. He noted that the Washington State Attorney General has provided an opinion concerning the local jurisdiction's land use oversight capabilities relating to the growing, processing and sale of marijuana. He also noted he had responded to Brad Andersen's public records request.

Administrator's Report

Steve advised Council that staff had constructed a late utility payment contract to improve sewer and water collections and believes it improves utility payment compliance rates.

Attorney Report

Ken Woodrich noted the City has received a public records request from Attorney Brad Andersen that needs a timely reply. He explained how the City would go about providing that information. He suggested that Council members acquire a City email address for purposes of attending to future public correspondence.

Ken asked the City Council to make a qualified waiver of its attorney client privilege for purposes of allowing him to use his personal judgment to determine whether City correspondences should be withheld/redacted.

Councilor Pace made a motion to suspend Council rules so that both Councilor Hamilton and Attorney Woodrich's motions could be considered and seconded by Councilor Bianchi.

Yes Councilors Pace, Baker, Bianchi and Hamilton

No

Abstain

Passed 4-0-0

Councilor Hamilton's motion: the North Bonneville Public Development Authority [NBPDA] expenses [in kind and out of pocket expenses] should be presented to Council as separate line items in the invoice package.

Councilor Hamilton moved for approval and seconded by Councilor Bianchi.

Yes Councilor Hamilton

No Councilors Pace, Baker and Bianchi

Abstain

Motion Failed 1-3-0

Attorney Woodrich's request: the City Council provides a qualified waiver of its attorney client privilege.

Councilor Baker moved for approval and seconded by Councilor Bianchi.

Yes Councilors Pace, Baker and Bianchi

No Councilor Hamilton
Abstain
Passed 3-1-0

Unfinished Business

Interlocal Agreement with the City of Stevenson for Building Review and Plans Inspection [note: this item was approved at the January 14 Council meeting subject to further attorney review]. Attorney Woodrich said he felt comfortable with the Council's previous action and so no further action was needed.

Interagency Agreement between Washington State Patrol [WSP] and City of North Bonneville

This item had been before the Council at the previous meeting and had been deferred for Attorney Woodrich's review. Ken recommended modified language be submitted to WSP for their review.

Councilor Pace moved for approval and seconded by Councilor Bianchi.

Yes Councilors Pace, Baker, Hamilton and Bianchi
No
Abstain
Passed 4-0-0

New Business:

Resolution 468 Depositing Revenues Waiver Request

This was a discussion item at the last Council meeting – this action essentially allows the City to make other than daily bank deposits.

Councilor Pace moved to pass Resolution 468 seconded by Councilor Hamilton.

Yes Councilors Pace, Baker, Hamilton and Bianchi
No
Abstain
Passed 4-0-0

Resolution 469 for Surplussing Public Works Materials

This item was continued to the next meeting to identify monetary values associated with the surplussing material.

Ordinance 1031 – an ordinance constructed to amend City Ordinance 1024 whereby the City staff will rely upon a single cash drawer to address a State Auditor Concern

This was a discussion item at the last Council meeting – this action eliminates a second cash drawer.

Councilor Pace moved to pass Ordinance 1031 seconded by Councilor Bianchi

Yes Councilors Pace, Hamilton and Bianchi
No Baker
Abstain
Passed 3-1-0

New Business

Resolution 470 Transfer of general funds from the current expense fund to the sewer and water funds

Council determined to continue this item until to the February 11 meeting.

Ordinance 1032 revising the 2013 Budget to provide new expenditures to address unanticipated expenditures and amending ordinance numbers 1017 and 1027

This item was continued due to its relationship to the aforementioned issue.

Closing Citizen Comments

Cheryl Jermann cautioned against a utility increase and also wondered why we do not separate the PDA expenditures.

John Mobley also wondered why we do not separate PDA expenditures and said the water bills are confusing.

Closing Council Comments

Councilor Hamilton said the Sherriff's report was confusing. Mayor Stevens said he would get a key from the Sherriff's department explaining the various reporting categories.

Councilor Pace clarified his position on separation of the PDA costs.

Councilor Baker inquired whether the recent wind storm had knocked down many trees and also why a portion of the pathway was blocked.

Adjournment

Councilor Bianchi moved to adjourn and seconded by Councilor Baker

Yes Councilors Pace, Bianchi, Hamilton and Baker

No

Abstain

Passed 4-0-0

Adjourned approximately 9:15 PM

Mayor

City Clerk