



Elma City Council Meeting

January 16, 2024

Minutes

In-Person Meeting with Zoom Option

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Mayor Collette called the January 16, 2024, City Council Meeting to order. All stood for the Pledge of Allegiance.

ROLL CALL:

Amy Durga called roll. Present were Mayor Collette, John Heater, Bethany Whipple-Boling, Jacob Borden, and Pat Miller. Mike Cooper was absent.

Bethany Whipple-Boling made a motion to excuse councilman Cooper from the meeting, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.

PRESENTATION

Summit Pacific Medical Center – Josh Martin from Summit Pacific Medical Center presented a slideshow on the hospital's large expansion project. This expansion is necessary for the hospital to be able to adequately care for our community. The helipad is temporarily being moved to the Abundant Life Church. They would like to install a new road that goes from Young St to the upper parking lot of Summit Pacific Medical Center, but a culvert is needed to do so. The total cost of this 24-month expansion is \$60 million, which they are paying for via revenue bonds.

Recognition - Jim Starks Retirement, Resolution #716 In Appreciation of Jim Starks
John Heater made a motion to adopt Resolution #716, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELMA IN APPRECIATION OF JIM STARKS AS ITS PUBLIC WORKS DIRECTOR, seconded by Bethany Whipple-Boling. All council members voted in favor. Resolution #716 adopted 4-0.

Jim Starks presented a 10-year Outstanding Performance Award to Andrew Baskett from our Wastewater Treatment Plant for completing 100 % of his requirements on time.

CITIZEN COMMENT

Jazz Cannon – Elma, WA – Reported that she is a representative of a US Veteran's organization, and she wanted to thank the council and Mayor for their support of Massoud Day on September 9, 2024.

CONSENT AGENDA

Approval of Agenda: January 16, 2024. Add RCO Agreement 22-2463P- Park Planning \$70,000.00 to New Business. Add RCO Agreement 23-1602M- Park Deferred Maintenance \$100,000.00 to New Business.

Pat Miller made a motion to amend the consent agenda to add 2 New Business items, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.

Approval of Minutes: January 2, 2024.

Approval of December Payroll in the amount of \$254,118.21, including EFTs.

The City of Elma Council reserves the right to take action on any item placed on the agenda regardless of the manner in which it is stated.

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of Elma is an equal opportunity provider and employer.

La ciudad de Elma es un proveedor de igualdad de oportunidades y el empleador.

Approval of Accounts Payable for January 11, 2024, checks #59975-60023, including EFTs, in the amount of \$455,860.72. Andy's Auto Parts & Service in the amount of \$84.01 for a grand total of \$455,944.73.

Special Event Permit – Heat on the Street

Visitor's Center Garage Door

Pat Miller made a motion to approve the consent agenda, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – ON CALL ENGINEERING SERVICES AGREEMENT – GIBBS & OLSON

Rick Eaton mentioned that this will be for most general engineering services that the City of Elma will need outside of any large projects.

Jacob Borden made a motion to approve the On Call Engineering Services Agreement with Gibbs & Olson, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – TIB FUNDING AGREEMENT – MAIN ST RRFB'S

RRFB stands for Rectangular Rapid Flashing Beacons. This is for our dynamic crosswalk upgrades from 4th Street to 11th Street.

Bethany Whipple-Boling made a motion to approve the TIB Funding Agreement for the Main St RRFB's, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – TIB FUNDING AGREEMENT – W MAIN ST ADA IMPROVEMENTS

Rick Eaton informs the council that this funding would be to bring all crosswalks and ADA ramps and sidewalks up to the current code. This project stretches from 16th Street to 18th Street.

Jacob Borden made a motion to approve the TIB Funding Agreement for the W Main St ADA Improvements, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – VEHICLE PURCHASE – PW SERVICE/DUTY TRUCK

Rick Eaton reported that this truck is a brand new 2022 3-Quarter ton Dodge Ram with a service body. The crew would be able to lock up their tools, be better equipped for service calls, and it is a great deal.

John Heater made a motion to approve the purchase of this service truck, or one of equal value that also includes the service box, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – VEHICLE PURCHASE – PW DUTY TRUCK

The approximate cost for this light duty pick-up truck is \$50,000.00. John Heater asked why the crew wants to purchase light duty trucks, to which Rick Eaton answered, that the light duty ones have served them well and for everyday things they are powerful enough.

Bethany Whipple-Boling made a motion to approve the purchase of a light duty Public Works truck, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – VEHICLE PURCHASE – PW DUTY TRUCK

John Heater made a motion to approve the purchase of a second light duty Public Works truck, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – CONNECTIONS SERVICES AGREEMENT

Chief Shultz reported that this is the annual renewal contract for a partnership that they have with Connections. This agency assists our department with some minor children's interviews.

John Heater made a motion to authorize the mayor to sign the Connections Services Agreement upon updating the date of contract, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – RCO AGREEMENT 22-2463P- PARK PLANNING \$70,000.00

Mayor Josh Collette mentioned that this has been in the works for a while, and he recommends adoption. Mayor Collette briefly summarized this agreement in the sense that the City of Elma would get \$50,000.00 of this funding and \$20,000.00 will be paid to Summit Pacific Medical Center to complete a feasibility study for a sports court on their campus.

John Heater made a motion to authorize the mayor to sign the RCO Agreement 22-2463P- Park Planning for \$70,000.00, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

NEW BUSINESS – RCO AGREEMENT 23-1602M- PARK DEFERRED MAINTENANCE \$100,000.00

Mayor Josh Collette stated that this grant will address the lighting at 10th Street Park, both in the older portion of the park as well as where little league teams play.

Jacob Borden made a motion to authorize the mayor to sign the RCO Agreement 23-1602M- Park Deferred Maintenance for \$100,000.00, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 4-0.

RESOLUTIONS/ORDINANCES – RESOLUTION #717 – SURPLUS ITEMS

If so adopted, this would be Resolution #717. This is for 2 phones and one truck.

Pat Miller made a motion to adopt Resolution #717, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELMA, WASHINGTON AUTHORIZING THE SURPLUS OF EQUIPMENT, seconded by Bethany Whipple-Boling. All council members voted in favor. Resolution #717 adopted 4-0.

OLD BUSINESS – UPDATED COUNCIL CONTACTS AND COMMITTEES LIST

Mayor Collette reported that Amy Durga included a list of the updated council members, contact info and committee appointments.

COMMITTEE REPORTS

Finance & Capital Projects – Bethany Whipple-Boling reported that she met with Mike Cooper and Rick Eaton to go over the request from the capital budget through Representative Tharinger's office and they are very close to having a submittal and she believes it will be going in on the 26th of January.

STAFF REPORTS

Police Chief – Susan Shultz reported on the warming shelter that was open this last weekend at the Senior Center. There were 3 people that utilized the warmer weather within the shelter over the weekend. The local LDS church took care of staffing the Senior Center for this event, so Chief Shultz gives a big shout out to the church.

Public Works Director – Rick Eaton mentioned that he is excited to share with the council that we will have a new Building Official/Code Enforcement Officer starting on February 1, 2024.

COMMUNITY PARTNER REPORTS

Elma Chamber of Commerce – Jillanna reported that the Winter Wine Festival is this weekend on January 20, 2024. The chamber's crew will take everything down to the Fairgrounds on Thursday and begin decorating for the event on Friday.

CITY COUNCIL REPORTS

Pat Miller – Reported that he would like to know the estimated time frame for the garage doors on the Visitor's Center, Rick Eaton stated that currently he's unsure, but that he can have that answer for Pat as soon as possible.

MAYOR'S REPORT

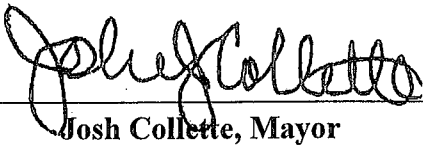
Mayor Collette reported on the new style of the Mayor's Report. He intends to use this written report to address any of the outstanding items that used to be on the agenda, and it will include any updates to those projects. Josh Collette also writes in his report that he's appreciative of the crew for cleaning up debris from the winter storm, and appreciative of the Police Chief for organizing a warming center in our community.

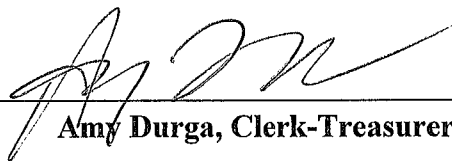
NEXT MEETING

The next work session (In Person Only) will be Monday, January 22, 2024, at 6:00 p.m.
The next Council Meeting will be Monday, February 5, 2024, at 6:00 p.m.

ADJOURNMENT

At 7:14 p.m., Pat Miller made a motion to adjourn, seconded by Jacob Borden. All council members voted in favor. Motion carried 4-0.



Josh Collette, Mayor

Amy Durga, Clerk-Treasurer