MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
JUNE 26, 2012

Roll Call

A regular meeting of the City Council of the City of Pullman was held on June 26, 2012, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
Bill Mulholland	Finance Director
Francis Benjamin	Councilmember
Fritz Hughes	Councilmember
Bill Paul	Councilmember
Derrick Skaug	Councilmember
Pat Wright	Councilmember

Call to Order

Mayor Johnson called the regular meeting to order at 7:30 p.m. Councilmember Paul moved, Councilmember Skaug seconded to excuse Councilmembers Hawbaker and Weller.

Motion Carried.

Announcements

There were seven announcements. The mayor indicated that the official estimated population count as of June was 31,000.

Reports

Smart Grid Demonstration Project

Mayor Johnson announced that a report was scheduled on the Smart Grid Demonstration Project. Paul Kimmell, Avista, gave an update on the Smart Grid. He noted that they were 2 1/2 years into the 5-year pilot project. They were now going to sign people up for testing the Smart Grid by installing in the homes new digital thermostats that would be able to transmit information to them and they would be able to monitor as well as regulate temperatures if the homeowner so decided. There were also incentives during the trial period to homeowners. Councilmember Paul wanted to know the percentage of homes that are gas furnace heated versus electric heating. Mr. Kimmell said his guess was probably 70 to 80 percent were mixed fuel. Councilmember Skaug wanted to know if apartments were eligible. Mr. Kimmell said not at first, but they will work with landlords and tenants to try to get that up and running at some future date.

TIB Funding Updates

Whitman County Commissioner Greg Partch gave an update on the Transportation Improvement Board. He said they changed the formula for part of the funding. They raised assessed valuation to $2,000,000,000, consequently Pullman would be qualified. There is a total of $800,000 that will be distributed under this program.

4th of July Police and Fire Reports

Police Chief Jenkins gave his report with stats for the previous five years. Fire Chief LaVielle gave the fire report. He said that they had four fireworks stands that had been checked out and issued initial licenses and they will be verified that all is proper on the morning of the 3rd to ensure that they could start selling fireworks at 9:00 a.m. Councilmember Benjamin thought there was some state rule, based on population, on the number of stands we could have. Chief LaVielle

said that it is one stand for every 4,000 population, so with the four we still have a ways to go because we allow seven-and-a-half stands.

Code Enforcement Update

City Supervisor Sherman said that the last update was May 17 of last year. City Attorney McAloon mentioned that the pertinent City Code was last updated five years ago. She met with staff to see if they need an update and they indicated that no, the code is working, so leave it alone.

First up was Fire Chief LaVielle who went through Fire Prevention Officer Dragoo's report and gave the statistics on inspections.

Stormwater Services Program Manager Rob Buchert went through his report. They responded to one significant illicit discharge incident resulting in the elimination of eight illicit sanitary connections to the storm drain. Staff also performed 113 documented construction erosion control inspections.

Senior Building Inspector Greg Colvig talked about the housing inspections, unresolved housing inspections for 2011, a 2010 College Hill Building Safety survey, and unsafe buildings.

Police Chief Gary Jenkins gave his report regarding nuisance violations, open containers in public, fighting, taxi licensing, residential and commercial business registration, itinerant vendor licensing, and fireworks. Councilmember Benjamin wanted to know if solicitors for signatures on petitions needed to be licensed. City Attorney McAloon said no, it had to be a commercial sale. She said that if they are soliciting signatures they have to have permission of the business or if they do continue to stay there then they could be subject to trespassing.

Community Improvement Rep. Steve Murphy said the code enforcement from the nuisance section of the City Code was up 20 percent from the past year from 43 to 52 confirmed violations. He said sidewalk violations tripled from the previous year mainly due to the accumulation of the total number of days of snow activity in Pullman.

Planning Director Pete Dickinson went through his memo. Councilmember Hughes wanted to know what constituted the most violations. Planning Director Dickinson said it was chickens. The fact is they can have chickens, but they have to have at least a 10,000 square foot lot. There are also so many chickens that are allowed per square foot.

City Supervisor Sherman did a wrap-up of the reports on the code enforcement update.

ORDER OF BUSINESS

Approval of Recommendations of Consent Agenda Items

CONSENT AGENDA

Mayor Johnson reviewed the items on the Consent Agenda with the Council and audience. He stated that items listed on the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by Council request. Councilmember Benjamin moved,

Councilmember Skaug seconded to read the items on the Consent Agenda by title only.

City Attorney McAloon read the items on the Consent Agenda by title only. Mayor Johnson asked if there were any requests for removal of items from the Consent Agenda from the Council. There were none. Councilmember Wright moved, Councilmember Hughes seconded to adopt the Consent Agenda as presented.

Motion Carried.

Motions

Minutes - May 22, 2012	1.	The Council dispensed with the reading of the minutes of the special meeting of May 22, 2012, and approved them as submitted.
Minutes - June 5, 2012	2.	The Council dispensed with the reading of the minutes of the regular meeting of June 5, 2012, and approved them as submitted.
Olsen Street Storm Drain Extension	3.	The Council accepted as complete Contract No. 11-19, Olsen Street Storm Drain Extension.
Lake Street Sewer Monitoring	4.	The Council accepted as complete Contract No. 11-10, Lake Street Sewer Monitoring.
Manhole Rehabilitation 2011	5.	The Council accepted as complete Contract No. 11-4, Manhole Rehabilitation 2011.
Lodging Tax Grant - Pullman Chamber of Commerce	6.	The Council approved a Lodging Tax grant to Pullman Chamber of Commerce in the amount of $6,500 for the 4th of July celebration.
Lodging Tax Grant - Pullman Youth Baseball	7.	The Council approved a Lodging Tax grant in the amount of $3,000 for the Pullman Youth Baseball Tournament.
Lodging Tax Grant - Palouse Ridge Men's Golf Association	8.	The Council approved a Lodging Tax grant in the amount of $400 to Palouse Ridge Men's Golf Association.
L&I Grant	9.	The Council accepted a grant from the Washington State Department of Labor and Industries for funding to purchase ergonomic equipment and office furniture.

Resolutions

Resolution No. R-33-12 - Partial Release of Easement	10.	Resolution No. R-33-12 A RESOLUTION APPROVING THE EXECUTION OF A PARTIAL RELEASE OF EASEMENT IN STADIUM WAY RETAIL CENTER SHORT PLAT AND AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO SIGN THE PARTIAL RELEASE OF EASEMENT. Resolution No. R-33-12 was adopted unanimously.
Resolution No. R-34-12 - Interlocal Agreement with Pullman School District	11.	Resolution No. R-34-12 A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE PULLMAN SCHOOL DISTRICT NO. 267 INCLUDING A 2012-2013 FEE AGREEMENT FOR THE PURPOSE OF PROVIDING TRANSPORTATION FOR STUDENTS ON THE PULLMAN TRANSIT SYSTEM. Resolution No. R-34-12 was adopted unanimously.

Resolution No. R-35-12 - Fire Station No. 1 Floor Drain Retrofit

12. Resolution No. R-35-12

A RESOLUTION ACCEPTING THE BID OF ACE ELLIOTT LAND FOR THE FIRE STATION NO. 1 FLOOR DRAIN RETROFIT AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

Resolution No. R-35-12 was adopted unanimously.

Resolution No. R-36-12 - Palouse Basin Monitoring Wells

13. Resolution No. R-36-12

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND TERRAGRAPHICS ENVIRONMENTAL ENGINEERING, INC. FOR THE PALOUSE BASIN MONITORING WELLS SERVICES DURING CONSTRUCTION PROJECT.

Resolution No. R-36-12 was adopted unanimously.

Resolution No. R-37-12 - Three Hybrid Buses

14. Resolution No. R-37-12

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A FEDERAL/STATE CAPITAL EQUIPMENT GRANT #GCB1228 FOR THE ACQUISITION OF THREE 35-FOOT DIESEL HYBRID ADA ACCESSIBLE BUSES FOR PULLMAN TRANSIT.

Resolution No. R-37-12 was adopted unanimously.

Resolution No. R-38-12 - CIP Public Hearing Date

15a. Resolution No. R-38-12

A RESOLUTION SETTING JULY 10, 2012 AS THE DATE FOR A PUBLIC HEARING FOR THE ADOPTION OF A SIX-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR THE YEARS 2013 THROUGH 2018.

Resolution No. R-38-12 was adopted unanimously.

Resolution No. R-39-12 - TIP Public Hearing Date

15b. Resolution No. R-39-12

A RESOLUTION SETTING JULY 10, 2012 AS THE DATE FOR A PUBLIC HEARING FOR THE ADOPTION OF A SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF PULLMAN FOR THE YEARS 2013 THROUGH 2018.

Resolution No. R-39-12 was adopted unanimously.

REGULAR AGENDA

Public Hearing

Resolution No. R-40-12 - Modification of Transit Routes

16. Mayor Johnson announced that a public hearing is scheduled to consider modification of Transit's fixed-route schedules. Transit Manager Thornton went through his proposals with a PowerPoint. Most of the routes had extensions to the routes or remained the same. Primarily what he was trying to do was change the timing on the routes from 30 minutes to 45 minutes which would make it more beneficial for his drivers. Also, on the Loop Routes, he is extending the operating hours by 9 1/4 hours and they will operate on a 35- minute schedule. He said that the system had been designed for about 1,200,000 ridership and he said they will have 1,600,000 this year. Councilmember Hughes appreciated the work that Transit Manager Thornton has done on the routes. Councilmember Skaug said that extending Express 2 will be very popular on College Hill.

At 8:44 p.m., Mayor Johnson opened the public hearing.

Janice Brown said we really did not need Transit in the town because it was an easy town to walk, but she was in favor of the Loop Routes. However, she was not happy with the buses waiting for transfers from other routes. She was just concerned if they will be able to keep on the 45 minute schedule.

Mike Johnson, graduate student who rides the North and South Routes, said the changes made sense. He was uncertain of why the changes in the North Route going by SEL, but would like to see those routes kept to 30 minutes because it did not seem to be a problem on those routes.

Jeff Nye and Kirstin Gehring both had complaints on the "I" Route extension. It would disrupt their streets and their comfort. They did not think it was really necessary.

At 8:53 p.m., Mayor Johnson closed the public hearing.
Public Works Director Workman interjected that the loop that would go through the extension of Wawawai Road. Eventually with more development, they will push the road from Golden Hills Drive to Wawawai which will eliminate having to do turnarounds.

Resolution No. R-40-12 by title only reads as follows:

A RESOLUTION AUTHORIZING THE MODIFICATION OF THE PULLMAN TRANSIT FIXED-ROUTE OPERATING SCHEDULES AND SERVICE AREA EXPANSION FOR FALL 2012.

Councilmember Benjamin moved, Councilmember Hughes seconded to adopt Resolution No. R-40-12. The motion carried unanimously.

Resolution

Resolution No. R-41-12 - CIP Reserve Fund

17. Mayor Johnson announced that a resolution had been prepared relating to the CIP Reserve Fund. Finance Director Mulholland gave his report and the reasons for requesting the change. Councilmember Paul wanted to make certain that there would still be funding that would be going into the project. Finance Director Mulholland said that for this quarterly report there was actually a negative so there would be nothing put in for this quarter, but this would be reviewed every quarter here on out for Council approval.

Resolution No. R-41-12 by title only reads as follows:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PULLMAN, WHITMAN COUNTY, WASHINGTON, RELATING TO FINANCE AND REMOVING A PRIOR RESTRICTION ON THE USE OF CERTAIN FUNDS IN THE CIP RESERVE FUND, AND OTHER MATTERS PROPERLY RELATED THERETO.

Councilmember Skaug moved, Councilmember Benjamin seconded to adopt Resolution No. R-41-12. The motion carried unanimously.

Motion

Public Works Position Upgrade

18. Mayor Johnson announced that a motion is requested to upgrade a Public Works Administrative Specialist position to an Accounting position.

Public Works Director Workman went through Art Garro's report and there were no questions. Councilmember Hughes moved, Councilmember Wright to upgrade the Public Works Administrative Specialist to an Accountant. The motion carried unanimously.

Discussion

Levels of Service and Priorities

19. Mayor Johnson announced that a discussion is scheduled on levels of services and priorities. City Supervisor Sherman went through the schedule of the various meetings. He talked on the health insurance premiums, where they have been, and the fact that they are going to increase again this year. He mentioned that they had contracts with other entities; that we would be looking at those in August and September to see if we could get changes. He went through the various levels of services and priorities. He told the Councilmembers that there would be a lot of stuff coming out and they needed to really take the time and go through the material at their leisure. Then he started on the Administration/Finance area. First for the Legislative branch and then the Mayor and City Supervisor. He turned the Finance section over to Finance Director Mulholland, who went through some brief statistics as well as his memos on levels of services on pages 8 and 9 on the documentation.

City Supervisor Sherman then reverted back to the City Attorney and Human Resources sections. Next, City Supervisor Sherman covered General Government Services, External Funds which support other funds, and CIP. $32,013 is the dollar amount transferred to the Pullman-Moscow Regional Airport by the City. He had Airport Executive Director Tony Bean give an update on the Airport.

Councilmember Benjamin asked Airport Executive Director Bean about whether the Airport could be privatized and Airport Executive Director Bean said no, it just does not have the economic base for anybody to want to take it on.

Information Systems Manager Mark Bailey did not go through the information that he had in the book, but rather on what he was responsible for and his priorities as compared to expectations.

Public Works Director Workman went through the Engineering levels of services and priorities, recapping how most of his people are split between several departments and compared it to the memo that he wrote in 2000 on Engineering. He then mentioned the possibility of splitting Engineering out of the General Fund, but he had to work through all the details on it, but he figured that he could possibly save $218,000 but then there would be charge back to the departments. So he really has to take a look at that and how that would affect the General Fund in total or whether it would be even worth doing so. One of the items that was different from 2000 was the coordination with franchise utilities and fiber optic companies. He said that they had taken a lot of their time on that. Councilmember Paul wanted to know if there was any way to bill for that. Public Works Director Workman said that they did on the last one. Kevin Gardes gave a prebill for what their cost would be on it before they would start work.

Public Works Director Workman then went through Protective Inspections pointing out that a lot of their expenses are more than covered by the fees that they charge. Councilmember Benjamin wanted to know what was the possibility of combining inspections with the County. Public Works Director Workman said that the County has one person to cover the whole area so he thought they might be able to use him as a backup if they needed additional help, but nothing has been set up at this time. He then went through the Equipment Rental Division, even though it is not part of the General Fund. There are charges to the General Fund. He said the two components of charges are actual utilization of what M&O does, as well as amortization of vehicle costs which have been partially deferred. He said the lack of amortization or deferring charges to the organization over the past few years has reached a critical stage.

Public Works Director Workman then went on to Government Buildings. Government Buildings charge their costs to the various departments.

The final item was levels of services for Planning. Planning Director Dickinson briefly went through his memo and noted that the staffing was not all that much different. Requirements have increased and they are working on cutting down the overtime by using comp time to cover that. There were no questions.

NEW BUSINESS

Mayor Johnson asked if there was any new business from either the Council or audience.
Janice Brown thought that it was improper to take public comment and then vote immediately on the issue. Mayor Johnson told her that on several occasions items had been amended or pulled for further discussion because of the amount of public comment.

ADJOURNMENT

Councilmember Wright moved, Councilmember Benjamin seconded to adjourn the regular meeting of the City Council.

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 11:01 p.m.