

CITY OF ROSLYN
CITY COUNCIL MEETING MINUTES

April 26, 2011 – 7:00 P.M.

Roslyn Council Chambers, 109 S. 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, FLAG SALUTE, AGENDA UPDATE: 7:00pm
Mayor Pro-Tem Cooke called the meeting to order at 7:00pm, let the flag salute and asked the Clerk – Treasurer to call roll.

PRESENT: Mayor Pro-Tem Cooke, Councilmember Osiadacz, Councilmember Scherer, Councilmember Januskiewicz, Councilmember Spurrier, and Councilmember Gruber

ABSENT: Mayor Porter and Councilmember Begley

MOTION: Councilmember Gruber **MOVED** to excuse the absentees. Councilmember Spurrier **SECONDED** the motion. The motion **PASSED 6-0**

STAFF: George Martinez, City Administrator; Amber Shallow, Clerk – Treasurer; Margaret King, City Attorney

Ms. King requested the Council add an executive session to the end of the agenda.

MOTION: Councilmember Scherer **MOVED** to add an Executive Session. Councilmember Januskiewicz **SECONDED** the motion. The motion **PASSED 6-0**

CONSENT AGENDA:

Councilmember Januskiewicz requested item #4, AB11-028 be removed from the consent agenda for discussion.

- 1.) Accounts Payable Warrants #10814 - #10840, in the amount of \$70,235.09
- 2.) Payroll Warrants of April 15, 2011 #7371 - #7384, in the amount of \$16,189.36
- 3.) Minutes of April 12, 2011 Regular Council Meeting
- 4.) ~~AB11-028 Resolution Authorizing Execution of Change Order #7 for the Old City Hall/Library Remodel Project~~

Mayor Pro-Tem Cooke read the consent agenda including accounts payable, payroll warrants and minutes.

MOTION: Councilmember Scherer **MOVED** to approve the Consent Agenda. Councilmember Gruber **SECONDED** the motion. The motion **PASSED 6-0**

CITIZEN'S COMMENTS: (non-agenda items)

4.) **AB11-028 Resolution Authorizing Execution of Change Order #7 for the Old City Hall/Library Remodel Project**

Mayor Pro-Tem Cooke introduced this item and read the agenda bill.

Mr. Martinez explained to the Council briefly what the changes included in the packet were such as adding attic venting, credits for unused materials and time, as well as other items. Each of the items on the list have been discussed with the construction team which the architect, Mitch Long, myself, and Councilmember Cooke are on.

Councilmember Januszkiewicz asked why the attic venting wasn't included in the original bid and Mr. Martinez replied that the bid documents stated that the porches would be rebuilt as original and that's how the contractor bid it, but when it came time to put the porches back on it was determined that they attic spaces above the porches should have venting which is why it is part of this change order.

Councilmember Osiadacz asked if the additional request of approximately \$10,500 was in our current budget or if we would be going over budget. Mr. Martinez replied that we have approximately \$1.6 million budgeted this year and we would not be going over that.

Karen Flowers, Roslyn – Ms. Flowers asked if these proposed changes have been completed already and Mr. Martinez replied that some have been and some are in the process. Ms. Flowers then asked if they haven't been approved by Council why are they done. Mr. Martinez replied that each piece of the change order by itself did not need to be approved by the Council but because the Contractor and Architect put them all on one change order we were taking it before Council since all the items totaled more than the approved limit for administrative approval.

Ms. Flowers stated she felt that this was a waste of Council's time and Mr. Martinez explained that the City would have had to pay for the Contractor and Architect to re-do the paperwork to include separate request for each change and therefore he felt it was more prudent to bring the change order to Council.

Mayor Pro-Tem Cooke noted that all the items included in the change order were discussed at the weekly meetings with the construction team. The City was aware of what needed to be done prior to the contractor moving forward.

MOTION: Councilmember Januszkiewicz MOVED to approve Resolution #11-010. Councilmember Scherer SECONDED the motion. The motion PASSED 6-0

INTRODUCTION:

5.) **AB11-029 – Discussion Regarding Friends of the Roslyn Library Contributions**

Mayor Pro-Tem Cooke asked Cindy Gregory, President of the Friends of the Roslyn Library Association (FOL) to give her presentation.

Ms. Gregory read a letter from the Friends to the Council informing them that the Friends were willing to pay for rent of the Osmonovich Building for ten months with some conditions and stated that it is the Friends hope that Council vote to accept this tonight. Condition number two on the letter asked for updates and Ms. Gregory stated that they would like to receive those updates at their monthly meetings. Ms. Gregory thanked the Council and informed them that there were several FOL members present to answer any questions the Council had.

Mayor Pro-Tem Cooke thanked the Friends and stated he appreciates everything they do.

Councilmember Scherer told them this was an outstanding effort.

Mayor Pro-Tem Cooke we discussed this a little bit today at staff meeting and the only issue we see is the first condition which asks for the City's commitment to rent the space after the ten months until the Old City Hall Building is ready to re-occupy. If we were to get into an unforeseen situation where it would take a few more months we could agree to that, but if there was a catastrophic event that would extend it out for an undetermined amount of time that would be an issue.

Mr. Martinez explained that with this condition we could be locked into years and that could be an issue, so staff is suggesting a timeframe be set such as a not to exceed timeframe, for example "not to exceed six months".

The Friends continued to discuss with the Council and staff the budget for the project, the Osmonovich building costs, as well as the fear that Council would decide at the end of the ten month to close the Library. Mr. Martinez noted that it is staff's job to inform Council of any issues that could put them or the City at risk and having an open ended time frame as stated in condition two of the FOL letter is one of those risks that needs to be considered.

Karen Flowers, Roslyn – Ms. Flowers asked if there were any cuts the City would consider to help bridge the gap.

Councilmember Osiadacz stated that this is arrangement is for ten months time so when we look at the budget for 2012 then we could look at it further.

Katia Merkel, 2141 White Rd, Cle Elum – Ms. Merkel asked if the bid for the next phase gone out yet. Mr. Martinez replied that it is in the design phase currently and the architect is putting a bid package together. The goal is to be out to bid and started on construction by the end of July but that could change.

Councilmember Januszkiewicz stated it is the intent of the FOL to keep the library open and part of what they are asking is that commitment from us. Originally I heard a timeframe put on it and six months was stated. Mr. Martinez explained that six months is something he threw out there but the timeframe has to be a Council decision.

Stephanie Breyfogle, Roslyn – Ms. Breyfogle stated that it was her understanding that the next phase was only for interior finish of the basement level and asked Council if they are

expecting it to take longer. Mr. Martinez replied that at this point in the discussions with the Architect indicate no, however we are not the only ones involved in this process.

Lyn Louise, 400 N 7th, Roslyn – Ms. Louise thanked the Council for working with the FOL and helping to keep the library open.

Councilmember Januszkiewicz asked the FOL what they thought of the proposal of a six month timeframe. Ms. Breyfogle replied that she thought that was workable, it is a big window of time to get the basement finished. Other FOL members that were present also agreed.

MOTION: Councilmember Scherer MOVED to direct staff to prepare documents accepting the Friends of the Roslyn Library's contribution with a six month maximum on condition number one. Councilmember Januszkiewicz SECONDED the motion. The motion PASSED 6-0

After the motion was passed the Friends of the Roslyn Library presented the Council with a check for \$24,065.00 representing the rent for the Osmonovich Building and funding for construction costs of the Old City Hall Renovation Project.

6.) AB11-024a – Presentation and Resolution Adopting the Roslyn Cemeteries Master Capital Projects Plan

Mr. Richard Watts, Cemetery Chairperson gave a power point presentation to Council about the work that has taken place in the Cemeteries over the last couple of years and the work that is planned for 2011.

Mayor Pro-Tem Cooke read the agenda bill for this item indicated that the Cemetery Commission has worked to put together a master capital projects plan for the Cemeteries.

MOTION: Councilmember Gruber MOVED to approve Resolution #11-010. Councilmember Osiadacz SECONDED the motion. The motion PASSED 6-0

Mayor Pro-Tem Cooke stated that he was impressed by the ambition and breadth of project. Then asked Mr. Watt's if there will still be a good background of trees on both sides of the Cemeteries after the road project at the top of Dr. Starcevich #1 Cemetery is completed and Mr. Watts replied yes and the Cemetery Commission works with the Citizen's Advisory Committee on tree removal.

Councilmember Januszkiewicz stated that he has seen that there is proposal to close the road thru the Old City Cemetery and turn it into a walkway. Mr. Watts replied that the Commission feels it would be great to have trails to direct people to the right areas and keep them off of graves and that road is a start.

The Council Members then discussed how the road through the middle of the Old City Cemetery is too steep and not wide enough for vehicles and it would make a great walking path.

MAYOR AND COUNCIL CONCERNS AND INITIATIVES:

Councilmember Osiadacz asked where the City is at for our budget in regards to City employees and Mrs. Shallow informed her that at this time we are still within budget. Mr. Martinez further replied that the extra cost for his extended time will be taken from the ending fund balances if needed.

Councilmember Osiadacz stated that she is concerned that we are making decisions on the rate study we are currently undergoing which to me looks like we are budgeting to include for a position that is going away.

Mayor Pro-Tem Cooke responded that a professional administrator is very important for our City and while it's true we can't afford one for the full year in 2011 we do need to plan to bring one back in the future.

Councilmember Osiadacz stated that for a City of our size and the current economic conditions we need to consider the staff we have and decide if we may be over staffed.

Mayor Pro-Tem Cooke responded that this is more a discussion for next year's budget since we have the budget set for this year and at this time we are not making any changes to it.

Mr. Martinez clarified that the City Administrator position is not being filled for the remainder of the year but the position has not been eliminated which is why it was included in the rate study so that it can be funded and at some point refill it.

Karen Flowers, Roslyn stated she had questions and Mayor Pro-Tem Cooke informed her that he would like to put off that discussion until the appropriate time.

Ms. Flowers then proceeded to say that the City is asking the friends to put up money and yet you are extending the administrator's position.

Mayor Pro-Tem Cooke stated that if you look at things like the change order and the detail and documentation, this is what Mr. Martinez does, it is critical and important managerial work that has to happen for this project and any project to be successful and without George we would not be where we are.

Ms. Flowers further stated that it just seems like the City is spending money where they shouldn't be and we were told that the position would be done at a certain time and it's been extended beyond that.

Mr. Martinez stated that he has been in this business a long time and this was a recommendation by him to not fund this position. I've been very cautious in what we do fund in the City and my recommendation is based on the staff we have in place now I think you are set up good enough to make it thru the next six months to possibly even two

years without an administrator. Which is why I still recommend funding the position through the rate study and general fund, while I don't think it's the optimum plan it is fiscally conservative at this point.

Mayor Pro-Tem Cooke stated that for our City to move forward in a way we would like to move forward we need to figure out a way to fund that position so that we can do things legally, by process, and have all our requirements met. That will not happen if we have a volunteer part-time person in charge of these things.

Mayor Pro-Tem Cooke informed the public that the Council would adjourn into an executive session to discuss potential litigation. The executive session is expected to last no more than twenty minutes with no action to be taken after.

The executive session started at 8:16pm, and at 8:40pm the Clerk – Treasurer went to see if any public was waiting and to inform them that it would be another fifteen minutes, there were no public waiting; the executive session ended at 8:52pm.

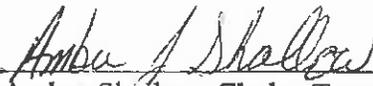
STAFF REPORTS:

ADJOURNMENT: 8:53pm

MOTION: Councilmember Cooke MOVED to adjourn the meeting. Councilmember Spurrier SECONDED the motion. The motion was APPROVED 6-0.



Cordy Cooke, Mayor Pro-Tem

Attest: 

Amber Shallow, Clerk - Treasurer