

Tonasket City Council Agenda  
Tuesday, December 13, 2022  
6:00 pm

**VIRTUAL ZOOM MEETING ID #897 1558 0455**  
**ZOOM PHONE NUMBER 1-253-215-8782**

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Comment (to comment on agenda items)
- 5) Approval of the Agenda **Action Item**
- 6) Public Comment
- 7) Unfinished Business
  - a) Ordinance #840---Senior Discount **Action Item**
  - b) Resolution 2022-16 Declares Property at Cemetery surplus **Action Item**
- 8) Department Head Reports
- 9) Mayor/Council/Committee Reports
- 10) New Business
  - a) 2023 Budget Items **Action Item**
  - b) City of Tonasket and Union Memorandum Of Agreement **Action Item**
  - c) 2023 Wages **Action Item**
- 11) Miscellaneous and Correspondence
  - a) Mayor's Budget Message
- 12) Consent Agenda: Minutes of the previous meeting, the November Payroll and the December Bills **Action Item**
- 13) Adjournment

The City of Tonasket is an equal opportunity employer and provider that strives to accommodate persons with disabilities. City Hall is ADA accessible. Please contact the City Clerk's office by noon on any meeting date for assistance.

Council Memo  
Tuesday, December 13, 2022  
**VIRTUAL ZOOM MEETING ID #897 1558 0455**  
**ZOOM PHONE NUMBER 1-253-215-8782**

TO: Mayor and City Councilmembers

FROM: City Clerk-Treasurer

Ordinance #840 is a new ordinance changing the Senior Discount from 5% to 10%. **Suggested Motion: I move to adopt Ordinance #840 establishing water and sewer utility rate reductions for low-income senior citizens and repealing Ordinance #820**

Resolution 2022-16 declares the cemetery property the city recently had appraised as surplus to the city's needs. **Suggested Motion: I move to approve Resolution 2022-16 declaring certain property as surplus to the City's needs and to start the next step which is to negotiate the sale of the property and enter into an earnest money agreement when the terms are agreed upon.**

I have attached the 2023 Budget Items list for approval. At our prior meeting there was discussion on the requested amount for the Chamber of Commerce and if the amount requested would include the purchase of ad space in the Vacation Land and Rec Land documents. I have researched this, and it is their plan to proceed with those two ads in 2023. Since the Chamber will be placing those ads, the city will not be purchasing those in 2023. **Suggested Motion: I move to approve the 2023 Budget Items list as presented.**

During the Budget Workshop a wage increase was discussed for the Deputy Clerk-Treasurer position and the Utility Clerk/Court Clerk position. One item of concern was the current union agreement and wanting to ensure the union agreement would not have to be opened for the wage increase to occur. After research it was determined, this did not have to happen and we now have a Memorandum Of Agreement with the Union approved and ready for Council. **Suggested Motion: I move to approve and authorize Mayor Pro Tem Weddle to sign the Memorandum of Agreement with Teamsters Local Union No. 760 for the wage increase for the Deputy Clerk-Treasurer position and the Utility Clerk/Court Clerk position.**

To complete the 2023 Budget process, I have also attached the 2023 Wages page for city employees. This page reflects the wage increase for the Deputy Clerk-Treasurer position, the Utility Clerk/Court Clerk position and a 3% increase for all city employees according to the Union agreement. The only wage that I have left blank is the Pool Manager wage. I am waiting to hear from Park and Recreation District on a final decision. **Suggested Motion: I move to approve the 2023 Wages as presented.**

Minutes of the Regular Meeting of the Tonasket City Council, November 22, 2022

DRAFT

**Present:** Mayor Maldonado, Councilmembers McMillan, Weddle, Hill, and Alexander (zoom).

**Staff:** Attwood, Pilkinton, Taylor and Danison.

The meeting was called to order at 6:00 pm and the pledge of allegiance was given by all.

Roll Call was taken. Hill and Levine were not present yet.

**Public Comment (Agenda Items)-** None.

**Motion to approve the revised agenda.** M/McMillan, S/Weddle. Carried 3:0.

**Motion to approve the minutes of the previous meeting.** M/McMillan, S/Weddle. Carried 3:0.

Hill arrived at 6:04 pm.

Alexander, McMillan and Hill recused themselves from the public hearing and left the room. There being only one Council person available to vote it was decided to postpone the hearing to see if Levine would join the meeting. Alexander, McMillan and Hill rejoined the meeting.

**Quill Hyde was in attendance and would like the Councils approval to place his metal art animals around town.** Possibly the polar bear at the TVBRC for the tree lighting. They would stay till March or April. Council suggests that he meet with Superintendent Johnson for placement of the others. Hyde was given Johnsons number.

**Public Comment-** None.

Levine arrived at 6:21pm.

Alexander, McMillan and Hill recused themselves from the public hearing and left the room.

The Public Hearing was opened by the Mayor at 6:21 pm. Planner Danison read the revised staff report recommending approval of the CUP subject to certain conditions. Weddle read a disclosure. Building Official Randy Taylor stated if the CUP is approved the applicant will have to file for a building permit. Mrs. Boguslavskyy read a statement. The hearing was closed at 6:43 pm.

**Motion to accept the Revised Staff Report recommendation and findings and conditions as stated and approve the CUP as requested by Sally Utecht, 211 E. Third St.** M/Weddle, S/Levine. Carried 2:0.

Notice of decision will be published. There is an appeal period.

Alexander, McMillan and Hill returned to the meeting.

**Unfinished Business**

**Motion to accept the appraisal prepared and submitted by Pacific Appraisal Associates for the 1.06 acre site at the property across from the Tonasket Gerhard Cemetery, and conclude that the Council is willing to proceed with the selling of this property, and that a Resolution will be prepared for the surplus of the property for the next Council meeting.** M/McMillan, S/Weddle. Carried 4:1. Levine no.

**Motion to adopt Resolution 2022-15, the fee schedule for 2023.** M/Levine, S/Weddle.

Discussion. Carried 3:2. McMillan and Hill voted no.

Levine made it known that there is a discount for low income seniors to apply for.

**Motion to adopt Ordinance #839 the 2023 Budget with the Budget document.** M/McMillan, S/Levine. Carried 5:0.

**Mayor/ Council/ Committee Reports**

**Levine**

- OCOG/ TRAN GO need people for quorum, if you can't make it ask someone to fill in.
- Suggestion to send an email to TRAN GO to move meetings to the evening.

DRAFT

- Has been part of the Long-Term Recovery Board since 2017. Just had their 45<sup>th</sup> home dedication and built 3 more homes for the Cold Springs Fire Victims.

McMillan- None.

Hill

- Porta Potty is still at Triangle Park.
- Alice, please set up a call with USDA for her and Jeff.
- Mayor informed her that the light of the flagpole is working so they will be putting up the flag. John Sanchez will lower and raise it when needed.
- Winterfest is next Saturday, lots of events.
- Can Chamber and the TVBRC let Council know what their calendar is?

Weddle

- The disclosure she read at the Public Hearing was what took up most of the week.
- Reported on the city's debt.
- Food Bank spends a lot of time making sure people get food. They are running low.

Alexander- None

Attwood- None.

Mayor

- Working on the Law Enforcement contract.
- Will be gone for a month; Weddle will be taking charge.
- Wants to thank everyone, couldn't be prouder! Merry Christmas!

Weddle

- Thank you, Mayor!

Levine

- There are a lot of meetings, and it takes service for the people. Thank you, Mayor, and everyone!

New Business

**Motion to Accept the quote from Timberline Construction for the doors for the Shop building in the amount of \$23,110.50 and approve the contract including 180 days.**  
M/Weddle, S/McMillan. Carried 5/0.

Miscellaneous and Correspondence- None.

There being no further business the meeting was declared adjourned at 7:44 pm.

---

Alice Attwood, Clerk-Treasurer

**ORDINANCE NO. 840**

AN ORDINANCE establishing water and sewer utility rate reductions for low income senior citizens and repealing Ordinance No. 820.

**THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON, DO ORDAIN as follows:**

**Section 1.** Low income senior citizens shall be given a 10% reduction in the water and sewer rates as those rates are established from time to time by the City Council.

(a) A low income senior citizen shall mean: A person who is 65 years of age or older and who has established Tonasket at their residence and whose total annual income, including that of his or her spouse or co-tenant does not exceed the sum of \$30,000.00 per year.

(b) The City Clerk-Treasurer shall establish an application for low income senior citizens to apply for said rate reductions. Said application shall include such information as may reasonably be required by the City Clerk-Treasurer to verify eligibility.

**Section 2.** Any person knowingly making a false or misleading statement in any application, and/or renewal for rate reductions, shall be guilty of a civil infraction and shall be assessed the maximum monetary penalty as fixed by Tonasket Municipal Code 1.08.010 and 1.08.020. In the event of any such misrepresentation the applicable utility rates may be increased retroactively and assessed against the applicant and/or his or her premises as may be allowable by law, including but not limited to lien procedures.

**Section 3.** Prior Ordinance No. 820 is repealed.

**Section 4.** This ordinance will be put into effect January 1, 2023.

**Section 5.** This ordinance shall become effective from and after its passage by the council, approval by the Mayor, and publication as required by law.

**PASSED BY THE CITY COUNCIL** this 13th day of December, 2022.

**APPROVED:**

\_\_\_\_\_  
Alisa Weddle, Mayor Pro Tem

**ATTEST:**

\_\_\_\_\_  
Alice Attwood, City Clerk-Treasurer

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael D. Howe, City Attorney

**RESOLUTION NO. 2022-16**

**A RESOLUTION declaring certain real property owned by the City of Tonasket to be surplus to the needs of the City and authorizing the sale thereof by direct negotiation.**

**WHEREAS**, the City owns, maintains and manages a municipal cemetery known as the Gerhard Memorial Cemetery, which cemetery is maintained as a public burial grounds; and

**WHEREAS**, the City has been approached by an individual representing a funeral company to purchase a relatively small portion of said cemetery; and

**WHEREAS**, the City has retained a professional appraiser to determine the fair market value of said property; and

**WHEREAS**, the Council finds that it is in the best interest of the City to authorize direct negotiations for the sale of subject property,

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON**, as follows:

That portion of the Gerhard Memorial Cemetery owned by the City of Tonasket, and which is legally described in **Exhibit A** attached hereto and incorporated herein as though fully set forth, is hereby declared surplus to the needs of the City and a negotiated sale with the interested buyer is hereby authorized with a minimum price no less than the appraised value thereof.

**PASSED BY THE CITY COUNCIL OF THE CITY OF TONASKET** this \_\_\_\_ day of \_\_\_\_\_, 2022.

**APPROVED:**

\_\_\_\_\_  
Alisa Weddle, Mayor Pro Tem

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Alice Attwood, Clerk-Treasurer

\_\_\_\_\_  
Michael D. Howe, City Attorney

# EXHIBIT A

## INTRODUCTION

### Appraisal Problem to be Determined

The appraisal problem to be determined is to estimate the as is market value of a 1.06 ac (46,250 sf) parcel of land located off Highway 7 in Tonasket, WA. The subject is currently improved with a pole structure; however, this is not being appraised. The subject property is currently being leased and it is our understanding that the City of Tonasket may sell the property to the tenant; hence, this appraisal.

### Identification of the Subject Property

The subject property is a 1.06 ac (46,250 sf) parcel of land located off Highway 7 in Tonasket, WA. It lies on the west side of Highway 7, up next to the hillside. This is about 2 miles northwest of downtown Tonasket, on the west side of the Okanogan River. The subject is currently improved with a pole structure; however, this is not being appraised.

The tax parcel is identified by Okanogan County Assessor as # 8810330200.

### Address

NNA Hwy 7, Tonasket WA 98855

### Latitude / Longitude

48.727877, -119.435251

### Legal Description

Per Okanogan County Assessor, the abbreviated legal description is:

LOT 2 CITY OF TONASKET SPA

It is:

Lot 2 of City of Tonasket Short Plat, AFN 3266304, Filed for Record August 9, 2022, in Volume A-5, Page 64. (Provided by NCW Land Surveying, LLC)

### LEGAL DESCRIPTION PER S.W.D. AFN 3020027

LOT 2 JOHN VERBECK SHORT PLAT No. 92-17 AS RECORDED IN VOLUME A-2 OF SHORT PLATS, PAGES 23 AND 24, RECORDS OF THE AUDITOR OF OKANOGAN COUNTY, BEING A PART OF SECTIONS 4 AND 9, TOWNSHIP 37 NORTH, RANGE 27 EAST, W.M., LESS THAT PORTION OF SAID LOT 2 LYING SOUTH OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE INTERSECTION OF THE NORTH BOUNDARY LINE OF SAID SECTION 9 WITH THE WEST BOUNDARY LINE OF SAID LOT 2; THENCE N25°42'53"E ON THE WEST BOUNDARY LINE OF SAID LOT 2, A DISTANCE OF 20.72 FEET; THENCE N27°04'13"E ON THE SAID WEST BOUNDARY LINE OF SAID LOT 2, A DISTANCE OF 29.44 FEET TO THE POINT OF BEGINNING OF SAID LINE; THENCE SAID LINE RUNNING S89°39'09"E, A DISTANCE OF 888.29 FEET TO THE WEST RIGHT OF WAY LINE OF OKANOGAN COUNTY ROAD No. 9437.

(NOTE:) THIS DESCRIPTION IS IDENTICAL TO LOT 1 OF THE CONNIE VERBECK SHORT PLAT ALTERATION NO. 2000-01 OF LOT 2 OF THE JOHN VERBECK SHORT PLAT, AS RECORDED IN BOOK A-3 OF SHORT PLATS AT PAGE 34, ON MARCH 14, 2000.

Okanogan County, State of Washington



## 2023 Budget Items

	2023 Request	2023 Budget
<b>Hotel/Motel Funds:</b>		
Tonasket Airport Improvement	750.00	750.00
Tonasket Rodeo Club—Rodeo Royalty	3,000.00	3,000.00
Tonasket Chamber of Commerce	3,000.00	3,000.00
TVBRC	5,000.00	5,000.00
<b>Total</b>	<b>11,750.00</b>	<b>11,750.00</b>

### City Hall Requests

- 1) Increase pay for Utility Clerk and Deputy Clerk Pending
- 2) Replace front doors of City Hall with electric doors-----In budget-Current Expense and Capital Improvement Fund App. \$70,000
- 3) Purchase a vehicle for City Employees and Mayor/Council use Pending
- 4) Replace Window Coverings Youth Center---\$4,000 in Budget Current Expense
- 5) Text My Gov First Year \$3,750.00, Annually \$2,500 in Budget Current Expense
- 6) Cemetery Project \$20,000 in Budget in Cemetery
- 7) Portable Speed Sign Researching—possible grant and current expense
- 8) Camera for Chief Tonasket Park-----In budget Current Expense parks
- 9) Replace/Repair around playground equipment/History Park—\$5,000 In budget Park/Current Expense
- 10) Water fountain/bottle filler for city hall In Budget \$1500 Current Expense

### Public Works Requests

- A. Cost of living increase for all (In Union agreement)
- B. Continue full payment of medical, dental and vision for all (in Union agreement)
- C. Continue with a part time/seasonal person Seasonal position in Budget
- D. Sand if needed \$2,500-----In budget-City Street Fund
- E. Cold Mix \$7,000-----In budget-City Street Fund
- F. Hot Mix 2 Loads-----In budget-City Street Fund
- G. U.V. Lights \$3,500-----In budget-Sewer Fund
- H. Yearly generator inspection \$700.00----In budget-Sewer Fund
- I. Clean and Inspect water reservoirs ---In budget Water Fund
- J. 2001 Dump Truck w/plow and sander from School District \$10,000 In Budget W/S/P/Street Res
- K. Water Pump Station \$10,000 not in budget
- L. Roof over clarifier----In budget (up to \$25,000)-Sewer Reserve Fund
- M. Cameras at City shop near pole building- \$20.00 in Budget water and sewer

### Items to address during the year:

- privacy fencing to be installed on the fence behind City Hall if budget allows.
- Fix drainage issue from alley into the back yard of the Visitor Center.

## **MEMORANDUM OF AGREEMENT**

**THIS MEMORANDUM OF AGREEMENT (MOA)** is entered into between the City of Tonasket, Washington, hereinafter referred to as the "Employer", and Teamsters Local Union No. 760, hereinafter referred to as the "Union"; and,

**THE PURPOSE** of this MOA is to amend the provisions of the current 2022 and 2023 Collective Bargaining Agreement (CBA) by recognizing the need for changes in compensation for the positions of Deputy Clerk and Utility Clerk/Court Clerk in order to recognize the need for greater compensation; and,

**NOW, THEREFORE**, the Employer and the Union agree to the following amendments to the current CBA:

The Employer and Union agree Article 21 – Wages shall be amended to reflect that effective beginning January 1, 2023, for only the job titles and classifications of Deputy Clerk – Treasurer and Utility Clerk/Court Clerk, the compensation shall be amended as follows:

Utility Clerk/Court Clerk	\$20.74 per hour (inclusive of the 3% 2023 increase)
Deputy Clerk-Treasurer	\$24.34 per hour (inclusive of the 3% 2023 increase)

The Employer and Union agree that the Employer's calculations, administration and implementation of the revised pay above for these two (2) positions shall be final and binding on the parties.

The Employer and Union agree that the amendment above is for the purposes of improving the pay levels for only the Utility Clerk/Court Clerk and the Deputy Clerk – Treasurer in recognition of the need to provide more competitive wages and more consistency of pay between male and female employees as well as to improve the Employer's ability to recruit and retain employees in these two (2) positions and classifications.

1. The Employer and Union agree that the above amendment shall not serve in any manner as a reopener during the term of the current CBA regarding the wages established in the current CBA for any and all the other job titles and classifications.
2. The Employer and Union agree that the above amendment shall not constitute any precedent whatsoever.

The Employer and Union agree that the above amendment does not violate the provisions of Article 14 – Prevailing Rights.

The Employer and Union agree that the terms and conditions of this MOA do not violate the CBA and do not constitute any basis for the filing of any grievances based the provisions of Article 18 – Grievance Procedure by the Union and by any employees in the bargaining unit covered by the current CBA.

The Employer and Union agree that this MOA can be approved and signed by way of signature by one party then scanned in pdf and by delivery via email and pdf of the signed MOA to the other party who in turn can sign, scan and deliver via email pdf attachment the fully signed document. If the parties want to later circulate an original for original signatures this is permissible. However, once a fully signed pdf version is communicated via email, it is binding on the parties.

The Employer and Union agree that the terms and conditions of this MOA shall not alter the duration of the CBA as set forth in Article 23 – Duration.

The Employer and the Union confirm their agreement to the above terms and conditions through the signatures below:

**CITY OF TONASKET**

**TEAMSTERS LOCAL UNION NO. 760**

\_\_\_\_\_/\_\_\_\_\_  
Signature / Date

*Ronald H. [Signature]* / 12.8.22  
\_\_\_\_\_/\_\_\_\_\_  
Signature / Date

Mayor

Secretary Treasurer

Attest:

\_\_\_\_\_/\_\_\_\_\_  
Signature /Date

Clerk-Treasurer

### 2023 Wages

The following wages for employees of the City of Tonasket are hereby fixed as follows to commence January 1, 2023. (Does not include longevity)

Mayor	\$650.00 per month		Current Expense Fund
Councilmembers (current)	\$75 per regular meeting & \$75 per one extra council meeting per month		Current Expense Fund
Judge	\$175.00 per month		Current Expense Fund
Clerk-Treasurer	35.02 per hr.		36% Current Exp. Fund 32% Water Fund 32% Sewer Fund
Utility Clerk/Court Clerk	20.74 per hr.		10% Judicial 25% Current Expense 32.5% Water Fund 32.5% Sewer Fund
Deputy Clerk-Treasurer	24.34 per hr.		30% Current Expense 10% Cemetery Operating 30% Water Fund 30% Sewer Fund
Part Time Clerical	15.74 - 17.00 per hr.		34% Current Expense 33% Water Fund 33% Sewer fund
Bldg Official Permit/Administrator Code Enforcement	\$2,834.00 per month		100% Current Expense
City Superintendent	35.02 per hr.	these per centages may change	15% City Street 50% Water Fund 35% Sewer Fund
Assistant Superintendent	29.97 per hr	accord. to certs. and job	15% City Street 35% Water Fund 50% Sewer Fund
#1 W/S/St Maintenance	25.24 per hr	descrip.	15% City Street 42.5% Water Fund 42.5% Sewer Fund
#2 Maint.	20.74 per hr		15% Park

March - October	15% Cemetery 20% Street 25% Water 25% Sewer
Nov - Feb	30% City Street 35% Water Fund 35% Sewer Fund

Seasonal position	\$15.74 - 16.00 per hour	75% Park 25% Cemetery
-------------------	--------------------------	--------------------------

Swim Pool Manager		100% Pool Fund
Swim Pool Lifeguards	15.74 per hour	100% Pool Fund
Swim Pool Lifeguards fill in for manager and if have WSI	15.99 per hour	100% Pool fund

Extra labor, overtime, and time worked in the Parks & Cemetery by the Public Works Dept. min. wage up to \$35.02 per hour. Also, includes the City Street Fund, Water Fund & Sewer Fund.

The rates above do not include the longevity pay.

The Public Works Department, full time employees will receive \$25 per day for on call time on weekends and holidays. Then they will receive a minimum of 2 hours at time and one-half for inspection of the water and sewer systems on the weekends and holidays.



## City of Tonasket

P.O. Box 487 ♦ Tonasket, WA 98855

509 / 486-2132 ♦ Fax 486-1831  
E-Mail: tonasket@nvinet.com

Dear Tonasket Citizens and Councilmembers:

The state of the City of Tonasket is bright!

The City Councilmembers, numerous committee members, and our diligent City employees have worked arduously to ensure all residents receive a high degree of customer service. To this end, this year, the City engaged in the following projects:

We inaugurated our annual Community Appreciation Day at History Park, where hundreds of members of our vibrant community gathered for a fun day of face painting, live music, free swimming, and delicious food. Thank you to all those who were able to participate. Next year we hope to make it even bigger.

To better position the City to meet its infrastructure needs, the City Council prioritized paying down debt.

The City has fully staffed its Public Works Department. This year we hired three new personnel, who, under Mr. Johnson's leadership, have worked hard to ensure our Cemetery, Parks, Streets, and Water and Sewer systems are well maintained.

Our Councilmembers have participated in multiple town halls, ensuring our community members are kept abreast of our challenges and are part of the solution.

Work on the "Perfect Passage" infrastructure project has secured millions of dollars in state and federal grants. This fundraising strategy ensures the renovation of our aging downtown infrastructure and improves our sidewalks' curve appeal and safety with limited impact on the City's budget.

The City is renegotiating its law enforcement contract with the Okanogan Sherriff's Department ensuring greater clarity and police coverage.

These are but a few of this year's endeavors and know that we are thankful for the opportunity to serve and look forward to continuing this momentum in the coming year.

May you have a wonderful holiday season.

Respectfully,

René A. Maldonado, Mayor

**Alice Attwood**

---

**Subject:** Council Meeting  
**Location:** <https://us02web.zoom.us/j/89715580455>

**Start:** Tue 12/13/2022 6:00 PM  
**End:** Tue 12/13/2022 8:00 PM

**Recurrence:** (none)

**Meeting Status:** Meeting organizer

Alice Attwood is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting  
<https://us02web.zoom.us/j/89715580455>

Meeting ID: 897 1558 0455  
One tap mobile  
+12532158782,,89715580455# US (Tacoma)  
+12532050468,,89715580455# US

Dial by your location  
+1 253 215 8782 US (Tacoma)  
+1 253 205 0468 US  
+1 669 444 9171 US  
+1 669 900 6833 US (San Jose)  
+1 719 359 4580 US  
+1 346 248 7799 US (Houston)  
+1 386 347 5053 US  
+1 507 473 4847 US  
+1 564 217 2000 US  
+1 646 931 3860 US  
+1 689 278 1000 US  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 305 224 1968 US