



**CITY COUNCIL
MEETING MINUTES
APRIL 15, 2020
7:00 PM**

1. CALL TO ORDER (Via Go-To-Meeting)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

Mayor Matthew Hartman	Present
Steven Glenn	Present
Tom FitzGerald	Present
Erin Hogan	Present
Bruce Straughn	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk

Consultants

Emily Guildner - Weed, Graafstra & Assoc.
Police Chief Tom Dalton - S.C.S.O.

4. CONSENT AGENDA

- A. AB 056-2020 Approval of April 1, 2020 Minutes**
- B. AB 057-2020 Approval of April 15, 2020 Claim Checks #410537 through #410578 totaling \$329,239.97**
- C. AB 058-2020 Approval of Payroll from February 16, 2020 through March 31, 2020, Checks #27297 through 27307 and Forty-Four EFT's totaling \$182,314.00**

Councilmember Straughn moved to approve the Consent Agenda. Motion seconded by Councilmember Glenn. Motion carried.

5. STAFF REPORTS

City Manager Kirk discussed the following items:

- Update on code enforcement calls
- Two maple trees in the alley have been cut down
- Police department drawing and bid update
- Broken sewer line follow-up

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

There was no one signed up or present to speak during Public Comments.

7. NEW BUSINESS

A. AB 059-2020 Entrance Audit Conference – 7:05 PM

Miranda Reddick & Amanda Robinson – State Auditor’s Office

Ms. Reddick and Ms. Robinson reviewed with the Council and Staff the Auditor paperwork and purpose of the audit and the items they would be focusing on in this year’s audit.

Discussion included the following items as stated on the auditor’s Entrance Conference paperwork provided:

Audit Scope –

Accountability audit for January 1, 2018 through December 31, 2019

Evaluation of the following areas:

- ✚ Financial condition and fiscal sustainability
- ✚ Procurement – public works, purchases and purchasing exemptions
- ✚ Compliance with the public works projects – change orders
- ✚ Accounts payable – electronic funds transfers
- ✚ Utility billing and new account setup
- ✚ Open public meeting minutes compliance

Financial statement audit for January 1, 2018 through December 31, 2019

Engagement Letter –

Levels of Reporting –

- ✚ Findings
- ✚ Management Letters
- ✚ Exit Items

Important Information –

- ✚ Confidential Information
- ✚ Audit Costs
- ✚ Expected Communications
- ✚ Audit Dispute Process

- ✚ Loss Reporting
- ✚ Peer Reviews of Washington State Auditor's Office

Working Together to Improve Government –

- ✚ Audit Survey
- ✚ Local Government Support Team
- ✚ The Center for Government Innovation

Audit Team Qualifications –

B. AB 060-2020 Approval of Resolution 2020-05 – Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic

Councilmember Hogan moved to approve Resolution 2020-05 and authorize the Mayor to sign. Councilmember Straughn second. Motion carried.

C. AB 061-2020 Consideration of Approval of Purchase of new submersible pumps and control panel for Sewer Lift Station at the Wastewater Treatment Plant

Councilmember Glenn moved to approve purchase of submersible pumps and control panel for Treatment Plant Lift Station from Whitney Equipment Company Inc. in an amount not to exceed \$55,319.00 plus tax. Councilmember FitzGerald seconded. Motion carried.

8. CURRENT BUSINESS

There were no Current Business items on the agenda.

9. MAYOR'S COMMENTS

Mayor Hartman was asked by Nate Nehring to be a member on the North County Recovery Board. He urged everyone to continue to listen to the news and stay up to date with what is happening during this pandemic.

10. COUNCIL COMMENTS

Councilmember Hogan had no comments.

Councilmember Straughn discussed the amount of cases currently in Granite Falls zip code area. He also added there have been no deaths in our area to date.

Councilmember FitzGerald mentioned on Friday the stadium lights will be on from 8:15 PM to 8:45 PM as a tribute to recognize the senior class.

Councilmember Glenn expressed his sadness without his trampoline in his yard.

11. CITY MANAGER

City Manager Kirk discussed the following items:

- The charging station behind city hall has been put in
 - Discussion on usage
 - Signage is being ordered
- Jeff is working on a financial outlook (loss)
- Latecomers Agreement involving the Trinity Plat
- Master Builders and Governor Inslee are working together on Construction – may open back up next week
- Union COVID-19 Letter – Compliance and having members sign
- Summer Events – hold or cancel?
 - Strawberry Festival may be cancelled
 - AWC Conference has been cancelled
 - Still having Municipal Excellence Awards?
- Staff is working hard at city hall

Mayor Hartman added the VOA has extra cash to possibly help the food bank.

12. ADJOURNMENT

Mayor Hartman adjourned the meeting.

City Clerk Darla Reese, MMC

Mayor Matthew Hartman