

BLACK DIAMOND CITY COUNCIL MINUTES

May 1, 2008

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Botts called the regular meeting to order at 7:00 p.m. and lead us all in the Flag Salute.

ROLL CALL:

PRESENT: Mayor Botts, Councilmembers Hanson, Bowie, Boston, and Olness.

ABSENT: Councilmember Mulvihill (Excused)

Staff present were: Gwendolyn Voelpel, City Administrator; Dan Dal Santo, Utilities Supervisor; May Miller, Finance Director; Greg Smith, Fire Chief; Loren D. Combs, City Attorney and Brenda Streepy, City Clerk.

PUBLIC COMMENTS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Resolution No. 08-499, Repealing Petty Cash Resolutions

Finance Director Miller reported this housekeeping resolution would repeal Resolution No. 231 which established a Petty Cash Fund and Resolution 268 which created a Petty Cash Fund for the Fire Department.

Resolutions No. 231 will be replaced by Ordinance 08-860 creating a General Petty Cash Account and Ordinance 08-861 creating a separate Police Investigation Buy Account. These new ordinances update the amounts and responsibilities.

Resolution 268 which created a Fire Department Petty Cash Fund is being repealed, since the Fire Department cash responsibility is no longer with the City of Black Diamond, as we contract our Fire Service with Fire District 44 and they have responsibility for their own petty cash.

A **motion** was made by Councilmember Olness and **seconded** by Councilmember Boston to adopt Resolution No. 08-499, repealing Resolution No. 231 and Resolution No. 268 in their entirety. Motion **passed** with all voting in favor (4-0).

Ordinance No. 08-860, Creating New Chapter 3.24 of BDMC Regarding Petty Cash

Finance Director Miller stated this ordinance establishes the City's petty cash and change account. It also updates the amounts that were repealed in Resolution No. 231 as well as provides for department accountability.

A **motion** was made by Councilmember Boston and **seconded** by Councilmember Hanson to adopt Ordinance No. 08-860 creating a new Chapter 3.24 of the Black Diamond Municipal Code regarding a petty cash and change account. Motion **passed** with all voting in favor (4-0).

Ordinance No. 08-861, Creating New Chapter 3.25 of BDMC Regarding Police Investigation Buy Account.

Finance Director Miller reported adoption of this ordinance creates a separate Police Investigation Buy Account in the amount of \$20,000 for confidential police investigation and drug buy expenditures. The Police Chief is responsible for the administration of the account and the finance department is responsible for monthly audits.

Additionally, Ms. Miller noted this account and amount had originally been combined in Resolution No. 231 that is now being repealed.

A **motion** was made by Councilmember Olness and **seconded** by Councilmember Boston to adopt Ordinance No. 08-861, creating a new chapter 3.25 of the Black Diamond Municipal Code regarding a Police Investigation Buy Account. Motion was **passed** with all voting in favor (4-0).

Resolution No. 08-500, PSA – L.J. Craig & Associates – Police Testing Services

City Attorney Combs reported the Civil Service Commission has requested a written test to be conducted for the position of police commander. The test will be developed and conducted by L.J. Craig & Associates for the price of \$4,500.

A **motion** was made by Councilmember Olness and **seconded** by Councilmember Hanson authorizing the mayor to execute a Professional Services Agreement with L.J. Craig & Associates for police commander testing services. Motion **passed** with all voting in favor (4-0).

Resolution No. 08-502, Final Acceptance Schedule "A" Work – Water System Improvements

Utilities Supervisor Dal Santo reported on April 19, 2005 the City awarded Schedule "A" Water System Improvements Project contract to Kar-Vel Construction. Work included the installation of new transmission and distribution improvements to connect the new reservoir and supply station to the existing water system.

Schedule "A" work is now completed and the City must accept the project prior to submitting for releases from the State Department of Revenue, Department of Labor and Industries, and the Employment Security Department for the retainage of the contractor.

A **motion** was made by Councilmember Bowie and **seconded** by Councilmember Hanson to adopt Resolution No. 08-502, regarding final acceptance of the Water System Improvements Project Schedule "A" Work. Motion **passed** with all voting in favor (4-0).

DEPARTMENT REPORTS: None

MAYOR'S REPORT:

Mayor Botts informed Council that he would be attending the Association of Washington Cities Annual Conference being held in Yakima, Washington on June 17th- 20th.

COUNCIL REPORTS: None

ATTORNEY REPORT: None

PUBLIC COMMENTS: None

CONSENT AGENDA:

A **motion** was made by Councilmember Olness and **seconded** by Councilmember Boston to adopt the Consent Agenda. Motion **passed** with all voting in favor (4-0). The Consent Agenda was approved as follows:

Minutes – Council Meeting of April 17, 2008, Workstudy Notes of April 17, 2008

Warrants – May 1, 2008 No. 31582 through No. 31647 (void checks 31583, 31586, 31587, 31589, 31591, 31593, 31594) in the amount of \$115,251.62.

EXECUTIVE SESSION: None

ADJOURNMENT:

A **motion** was made by Councilmember Boston and **seconded** by Councilmember Bowie to adjourn the meeting. Motion **passed** with all voting in favor (4-0).

ATTEST:



Howard Botts, Mayor



Brenda L. Streepy, City Clerk