

**City of Benton City  
Special Council Meeting Minutes  
August 7<sup>th</sup>, 2019**

**CALL TO ORDER** Mayor Pro Tem Vanessa Coates called the August 7<sup>th</sup>, 2019 Special Council Workshop at City Hall, Suite B to order at 6:00 p.m.

**FLAG SALUTE** Mayor Pro Tem Coates led Council and audience in the Pledge.

**ROLL CALL**

Councilmembers Present

**Mary Lettau  
Dave Sandretto  
Jake Mokler  
Lisa Stade  
Vanessa Coates**

City Staff Present

**Stephanie Haug, City Clerk-Treasurer**

Other Professionals Present

**Tom Lee, Kerr Ferguson Group**

**RESOLUTION #2019-17 AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE RCO PROJECT AGREEMENT**

**Ms. Haug:** This agreement was presented to Council at the July 16<sup>th</sup>, 2019 meeting. The Attorney's requested additional review time, and following the review, this agreement was approved by the Attorney's; therefore, it is before Council for approval.

**Council Member C. J. Mokler:** I move to approve Resolution #2019-17 Authorizing the Mayor of the City of Benton City to sign the RCO Project Agreement with the Washington State Recreation and Conservation Office for the Benton City Riverfront Park Acquisition.

**Council Member C. L. Stade:** Second.

**MOTION #1-C. J. Mokler moved and C. L. Stade seconded to approve Resolution #2019-17 Authorizing the Mayor of the City of Benton City to sign the RCO Project Agreement with the Washington State Recreation and Conservation Office for the Benton City Riverfront Park Acquisition.**

**VOICE VOTE #1- C. M. Lettau, C. D. Sandretto, C. J. Mokler, C. L. Stade, C. V. Coates  
ALL YEAS. Motion carries.**

**Council Member Discussion:** Council Member Stade asked whether the City is required to pay \$20,413.00 in matching funds and project-related costs that could be incurred over and above the initial matching funds, and Mrs. Haug clarified there will be a separate expenditure for Council to approve and the City will be responsible for project-related costs over and above the initial funding. This action does not obligate a purchase by Council; a separate action will obligate the purchase.

**RESOLUTION #2019-18 AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE INTERLOCAL AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE CITY OF BENTON CITY AND THE KIONA-BENTON CITY SCHOOL DISTRICT.**

**Council Member Discussion:** Council Member Lettau inquired whether this resolution only provides funding for the school district to transport children to and from the Benton City Riverfront Park. Because classes will be offset by one-half hour, Ms. Haug explained that buses will transport the first class of children and then return to transport the second class of children. Transport services may require a little more than one hour, depending on timing.

**Council Member C. J. Mokler:** I move to approve Resolution #2019-18 Authorizing the Mayor of the Mayor of the City of Benton City to sign the Interlocal Cooperative Agreement between the City of Benton City and the Kiona-Benton City School District for Transportation Services.

**Council Member C. M. Lettau:** Second.

**MOTION #2-C. J. Mokler moved and C. M. Lettau seconded to approve Resolution #2019-18 Authorizing the Mayor of the Mayor of the City of Benton City to sign the Interlocal Cooperative Agreement between the City of Benton City and the Kiona-Benton City School District for Transportation Services.**

**ROLL CALL VOTE #2- C. V. Coates, C. D. Sandretto, C. J. Mokler, C. M. Lettau, C. L. Stade  
ALL YEAS. Motion carries.**

### **RESOLUTION #2019-19 AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE AGREEMENT FOR SERVICES BETWEEN THE CITY OF BENTON CITY AND NORTHWEST PADDLEBOARDING**

**Council Member Discussion:** Council Member Lettau questioned the wording under Section 2, Compensation and Payment: "Time shall be calculated starting at bus arrival to pick-up location and ending at bus departure from drop-off location." This statement appears to be backward and unclear, so both this statement and the statement for kayaking should be reworded. Ms. Haug clarified that bus start time begins with arrival at the pick-up location. Ms. Lettau asked whether a change can be incorporated at this time so Council can approve the resolution this evening. Ms. Haug stated that a motion to amend the contract can be initiated. The kayaking contract has already been forwarded for review to Columbia Kayaking Adventures. In response, Council Member Sandretto remarked that the statement appears to be backward to some degree but the overall statement is correct. Drop-off occurs at the beginning of class and pick-up at the end of class. Council Member Lettau is concerned that the City will only pay bus usage for the short transport time rather than the entire time children are on the water. Council Member Sandretto's interpretation of the document is "from bus arrival at pick-up" which is one end point, and "ending at bus departure at drop-off location" is the other end point. Ms. Haug clarified that no bus will drop children off at the beginning of class at the riverfront park. Children are only picked up at the end of class and transported to the starting point so parents can pick them up. Children start and stop at the same location so his document should state something to the effect "starting at class schedule start time and ending when children are picked up."

**Council Member C. M. Lettau:** I motion to amend the service agreement in Section 2 under "Compensation and Payment" to state "time shall be calculated starting at scheduled class time and ending when the bus picks children up at the end location."

**Council Member C. J. Moker:** I second.

**MOTION #3-C. M. Lettau motioned and C. J. Mokler seconded to amend the service agreement in Section 2 under "Compensation and Payment" to state "time shall be calculated starting at scheduled class time and ending when the bus picks children up at the end location."**

**VOICE VOTE #3- C. V. Coates, C. D. Sandretto, C. J. Mokler, C. M. Lettau, C. L. Stade  
ALL YEAS. Motion carries.**

**Council Member C. M. Lettau:** I move to approve Resolution #2019-19 as amended Authorizing the Mayor of the Mayor of the City of Benton City to sign the Services Agreement between the City of Benton City and Northwest Paddleboarding, LLC for Stand-Up Paddleboarding Guide Services.

**Council Member C. J. Mokler:** Second.

**MOTION #4-** C. M. Lettau moved and C. J. Mokler seconded to approve Resolution #2019-19 as amended Authorizing the Mayor of the Mayor of the City of Benton City to sign the Services Agreement between the City of Benton City and Northwest Paddleboarding, LLC for Stand-Up Paddleboarding Guide Services.

**VOICE VOTE #4-** C. D. Sandretto, C. M. Lettau, C. L. Stade, C. V. Coates, C. J. Mokler  
**ALL YEAS.** Motion carries.

**RESOLUTION #2019-20 AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE AGREEMENT FOR SERVICES BETWEEN THE CITY OF BENTON CITY AND COLUMBIA KAYAK ADVENTURES**

**Council Member C. J. Lettau:** I motion to amend the service agreement in Section 2 under "Compensation and Payment" to state "time shall be calculated starting at scheduled class time and ending when the bus picks children up at the end location."

**Council Member C. D. Sandretto:** I second.

**MOTION #5-** C. J. Mokler motioned and C. D. Sandretto seconded to amend the service agreement in Section 2 under "Compensation and Payment" to state "time shall be calculated starting at scheduled class time and ending when the bus picks children up at the end location."

**VOICE VOTE #5-** C. V. Coates, C. D. Sandretto, C. J. Mokler, C. M. Lettau, C. L. Stade  
**ALL YEAS.** Motion carries.

**Council Member C. J. Mokler:** I move to approve Resolution #2019-20 as amended Authorizing the Mayor of the Mayor of the City of Benton City to sign the Services Agreement between the City of Benton City and Columbia Kayak Adventures, LLC for Kayak Guide Services.

**Council Member C. L. Lettau:** Second.

**MOTION #6-** C. J. Mokler moved and C. M. Lettau seconded to approve Resolution #2019-20 as amended Authorizing the Mayor of the Mayor of the City of Benton City to sign the Services Agreement between the City of Benton City and Columbia Kayak Adventures, LLC for Kayak Guide Services.

**ROLL VOTE #6-** C. L. Stade, C. M. Lettau, C. D. Sandretto, C. V. Coates, C. J. Mokler  
**ALL YEAS.** Motion carries.

**Information about Classes provided by Ms. Haug:**


- Classes begin at 12:30 p.m. and 1:00 p.m. Monday, August 12<sup>th</sup>, 2019
- Registration will open Thursday, August 8<sup>th</sup>, 2019
- 12 children per class (24 total)
- Eligibility age is 10 through 18 years old
- Children must reside within the boundaries of Kiona-Benton City School District
- Class fee per student is \$15.00 for three-day sessions, Monday, Wednesday and Friday
- Children who provide proof their parent is a Veterans or active Military duty receive discounts
- Class announcement will appear on the City website beginning August 8<sup>th</sup>, 2019
- City of Benton City is not equipped to register children online
- Forms are available online to print, scan and email or drop off at City Hall
- Payments accepted by phone or in person
- Class attendance is based on first-come, first-registered with completed application
- Parents to sign waiver to indemnify the City


**Council Member Lettau:** In the event a student is injured, Council Member Lettau inquired whether the City is covered by insurance. Ms. Haug stated that she worked with the City's insurance provider to ensure the City is protected, which is the reason professional guides for both activities is contracted out. In addition, parents will be required to sign a waiver. Attorney Lee added that the two contracts for services and the Interlocal Agreement with Kiona-Benton City School District contains standard insurance language that mirrors the City insurance provider's expectation. Commercial liability, general liability and specific riders are included in the contracts to address other scenarios of placing children in the water and in kayaks.

**ADJOURNMENT Mayor Pro Tem Coates**

Motion was made by Council Member Sandretto and seconded by Council Member Mokler to adjourn the Special Council Meeting.

Mayor Pro Tem Coates adjourned the August 7<sup>th</sup>, 2019 Special Council Meeting at 6:16 p.m.

  
Stephanie Haug, MMC  
City Clerk-Treasurer

  
Linda Lehman  
Mayor, City of Benton City

Date: 9/3/19