

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, May 12, 2010

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| FLAG SALUTE | The meeting was called to order at 7:00 PM with the Flag Salute. |
| ROLL CALL | Mayor Dent, Councilmember's Boling, Ator, Lant, Schiller, and Geer. |
| ABSENT | None. |
| STAFF PRESENT | Public Works Director Nick Bird, City Attorney Dan Glenn, City Clerk/Treasurer Wendy Collins, Police Chief Crumb, Public Facilities Manager Todd Baun, and staff member Jennie Reed. |
| MINUTES APPROVED | Motion made by Councilmember Boling and seconded by Councilmember Geer to approve the minutes. Motion Carried. |
| PUBLIC COMMENT | None. |
| MAYORS REPORT | <p>We will be adding a new volunteer fireman to our roster after he passes his physical. That is the final requirement for Odd DeBakker.</p> <p>The Mayor apologized to the public for all of the computer issues that have taken place since the previous Utility Billing Manager was discharged. At this time, the computer seems to be functioning properly and we are getting back on track with utility billing. The computer had issues with multiple viruses and the billing software had been redirected to not back up on the server but to the hard drive, causing all the data entry to be lost. The temporary Billing Clerk had to input all meter readings by hand a second time.</p> <p>Mayor Dent submitted an ad for the position of Utility Billing Manager in the Vidette and Daily World and will hopefully receive potential experienced candidates.</p> <p>The Mayor is continuing work on the budget and is getting close to finishing expenditures. He will be calling for a Finance Committee Meeting soon to get together to look over the new budget.</p> |
| CITY ATTORNEY REPORT | Dan Glenn provided a draft Resolution for permissive use of right of way for Wendy, Todd and Nick to review. Issues have arisen in other cities, but not here. |
| SIMPSON AVENUE PROJECT SUMMARY | Nick Bird gave a summary of what has been completed and what has been spent to date. The total of the four change orders comes to \$13,992.18. The remaining contingency balance is \$34,072.65. The south side curbs will be poured in the next few days and the sidewalks will be completed after that. No action was required. |
| PLANNING COMMISSION UPDATE | Nick continued with a Planning Commission update. On May 4, 2010 they met regarding infill and short plat development requirements. They have conceptually agreed to the policy and construction standards for both infill and short plat construction. All information presented to the Planning Commission will be presented to the members of the Council for decision after the Planning Commission has made their recommendation. No action was required at this time. |
| WAIVER FOR LATE FEES FOR MAY 2010 | Due to the circumstance of the computer issues the city recently experienced, the Mayor requested Council to approve waiving late fees for one month to show good faith to the citizen's. It was moved by Councilmember Boling, seconded by Councilmember Ator to waive the utility late fees for the month of May 2010. Motion Carried. |
| UTILITY DEPARTMENT SAFETY UPDATE | Nick Bird stated the City was fined \$100 a month ago as a result of not having our 300A form posted in the break room (even though nobody here knew that this was a requirement as of January 1). The City has since coordinated with L&I to complete a consultation evaluation, which was completed on May 5. We had no significant findings after the consultation. We do have a few deficiencies to correct; fire extinguisher placement and signs, grinder tolerances, etc. The city will be focusing heavily on safety over the next few months and will be developing a checklist for personal protective equipment. In addition, we will revise the employee handbook as necessary to revise and update our safety standards. No action required. |

PROGRESS ESTIMATE NO. 2 The progress estimate includes the work completed by the Contractor between April 1 and April 30, 2010. It was moved by Councilmember Boling , seconded by Councilmember Lant to authorize the Mayor to pay Progress Estimate #2, when reimbursement has been provided by WSDOT and/or TIB. The amount to be paid is \$73,388.18 and the amount to be deposited in the Retainage Account is \$3,862.54. Motion Carried.

APPROVAL OF VOUCHERS It was moved by Councilmember Boling, seconded by Councilmember Geer, to approve the payment vouchers. Motion Carried.

MAYOR/COUNCIL COMMENTS The Mayor stated the utility pole placement location, which previously complained about by a citizen, has been moved.

The City will be setting a hearing for the first meeting in June for the Six-Year Street Plan.

Todd Baun stated the city wide clean up was very slow this year. We did not collect half of what we usually collect.

Previous Mayor Wally Bentley questioned why Jim Huff was at the City. Mayor Dent informed him Mr. Huff was here to assist with the Annual Report, not to conduct an audit.

Helen Lake questioned why the auditor never found anything in the past when we specifically gave them ideas of what to look for. Mayor Dent explained the auditor comes in and picks a group of accounts and follows the trail. If they do not find anything incorrect, they move on. The auditor did not find anything when they were here last fall.

Mr. Bentley added the previous Council requested the auditor to specifically look at a certain area and he was surprised nothing was found and now the City has found things the previous Council originally were concerned about. It's expensive and frustrating.

EXECUTIVE SESSION None.

ADJOURNMENT At 7:31 pm, It was moved by Councilmember Boling seconded by Councilmember Lant to adjourn the meeting. Motion Carried.