

CITY OF McCLEARY
April 22, 2009
Regular Council Meeting
Public Meeting-USDA Application for
Grant/Loan for Water System Equipment

The regular meeting of the Council was called to order by Mayor Wally Bentley with the flag salute.

Roll Call: Mayor Wally Bentley
Council Members Boling, Vessey, Vatne, and Hays

Staff Present: Attorney Glenn, Administrator Nutley, Police Chief Crumb, Clerk-Treasurer Rostedt, Public Facilities Manager Baun, and Engineers Hinton and Bird of Gray and Osborne

It was moved by Councilman Boling, seconded by Councilman Vatne, to excuse Councilwoman Lake from the meeting. Carried.

It was moved by Councilman Vatne, seconded by Councilman Vessey, to approve the minutes as distributed. Carried.

It was moved by Councilman Boling, seconded by Councilman Vatne, to confirm the reappointment of Michael Lant to the Civil Service Commission. Carried.

It was agreed to recess this meeting to the first Wednesday of May to address such issues as the software bids and Simpson sidewalk project.

Attorney Glenn reported that he is attempting to contact the current owner of the property on Third Street, which once held an old theater that burned to the ground. The City has a lien against the property which needs to be paid before the property can be developed.

It was moved by Councilman Boling, seconded by Councilman Vessey, to authorize the Mayor to sign a Memorandum of Understanding with Teamsters Local 252 as relates to overtime. Carried.

It was moved by Councilman Vessey, seconded by Councilman Vatne, to authorize the Mayor to sign an agreement with the Washington Coast Sustainable Salmon Partnership, naming Public Facilities Manager Baun as the City's official representation, with Councilman Vessey as his alternate. Carried.

Mayor Bentley asked for comments or questions from the public regarding the proposed application to USDA for a Grant/Loan for the purchase of software and equipment needed for automated meter reading and investigation of Wells 2 and 3. It was moved by Councilman Vessey, seconded by Councilman Vatne, to authorize the Mayor to sign necessary documents to apply for \$161,000.00 from USDA Rural Development. Carried.

It was moved by Councilman Vatne, seconded by Councilman Boling, to allow the Olympia Christian Academy to have a fireworks stand for 4th of July. Carried.

There were four bids for the Beerbower Park athletic fields restoration project, i.e., new basketball backboards, hoops and nets. The bids were as follows: Play Creation at \$3,231.24, Cascade Recreation, Inc. at \$2,755.54, Sidelines at \$2,560.21, and Basketball Hoops Unlimited at \$2,360.94. It was moved by Councilman Vessey, seconded by Councilman Boling, that the low bid from Basketball Hoops Unlimited be accepted. Carried.

Ordinance No. 758 entitled AN ORDINANCE ANNEXING CERTAIN LANDS HELD BY THE CITY OF McCLEARY FOR MUNICIPAL PURPOSE; PROVIDING FOR NOTIFICATION; AND SETTING AN EFFECTIVE DATE, was introduced. It was

moved by Councilman Vatne, seconded by Councilman Boling, that the ordinance be read by first and last lines only. Carried. It was moved by Councilman Vessey, seconded by Councilman Vatne, that the ordinance be adopted. Carried. Roll call showed all four council members voting in the affirmative.

Resolution No. 588, entitled A RESOLUTION GRANTING AUTHORITY IN RELATION TO THE CITY'S APPLICATION FOR GRANTS FOR EMERGENCY AND DISASTER ASSISTANCE FUNDS FROM FEDERAL AND STATE AGENCIES, was introduced. It was moved by Councilman Vatne, seconded by Councilman Boling, that the resolution be adopted. Carried.

Resolution No. 589, entitled A RESOLUTION ADOPTING BY REFERENCE AN ADDITIONAL POLICY FOR INCLUSION IN THE CITY'S EMPLOYEE HANDBOOK, AND PROVIDING AN EFFECTIVE DATE, was introduced. It was moved by Councilman Vatne, seconded by Councilman Boling, that the resolution be adopted. Carried.

It was moved by Councilman Boling, seconded by Councilman Vatne, that the vouchers be approved as audited. Carried.

There was a lengthy discussion of the Simpson sidewalk project.

It was moved by Councilman Vatne, seconded by Councilman Vessey, that the meeting be recessed to May 6, at 7:00 PM. Carried.

CITY OF McCLEARY

May 6, 2009

Recessed Council Meeting from April 22, 2009

The regular meeting of the McCleary City Council, recessed on April 22, 2009, was called to order at 7:00 PM with the flag salute.

Roll Call: Mayor Wallace Bentley

Council Members: Hays, Lake, Boling, Vessey and Vatne

Staff Present: Attorney Glenn, Administrator Nutley, Police Sergeant Graham, Clerk-Treasurer Rostedt, Public Facilities Manager Baun, Utility Accountant Taylor and Engineers Hinton and Bird of Gray and Osborne

It was moved by Councilman Vatne, seconded by Councilman Vessey, to confirm the Mayor's appointment of Otis Leathers to the McCleary Library Board. Carried.

The two young ladies running for Bear Festival Queen this year were introduced to the Mayor and Council. They presented Mayor Bentley with a Bear Festival button. Mayor Bentley then purchased two buttons for each of the Council members. This is the 50th Bear Festival and will be held July 10th, 11th, and 12th. He thanked the ladies for coming.

There was a discussion of new utility deposits for commercial accounts. It is difficult to establish utility deposits for businesses. Utility Accountant Taylor and Administrator Nutley looked at a number of ways to calculate commercial deposits, such as square footage, common usage among businesses, number of employees, etc. The importance of the deposit lies in the fact that if business renters leave unpaid bills when they close out, the owners of the property become liable. Accountant Taylor told the Council about another policy being used in Centralia (another electric utility town). The owner of a commercial property decides how much deposit the City is to take from his new renter in

the form of a deposit. If the renter moves, and bills are left above the deposit the owner has recommended, the owner will still be responsible for their payment, but it takes the pressure off the City and staff members. It was agreed to table this issue until the next meeting so Accountant Taylor can gather a little more information on this newly found policy.

There were 14 bids received for paving the park/electric operations building parking lot. Analysis of the bids by Engineer Jon Hinton is attached to these minutes. It was moved by Councilman Vatne, seconded by Councilman Vessey, to accept the low bid from Balmelli Contracting of \$78,245.67, with the additive Item #1 at \$12,183.75. Carried. Engineer Hinton said they will start the work the first of June and will be completed before Bear Festival, the 2nd weekend in July. Brent Schiller asked that they fix the major road hazard on 6th Street could be corrected at the same time. Administrator Nutley said she will look into the matter and see what the City can do.

There were two bids for the new electrical service at Beerbower Park— Hometown Electric at \$3,113.63 (including tax), and Grays Harbor Star Electric at \$3,080.49 (including tax). It was moved by Councilman Vatne to accept the bid of Hometown Electric. The motion died for lack of a second. It was moved by Councilman Vessey, seconded by Councilman Vatne, to accept the low bid from Grays Harbor Star Electric. Carried.

Resolution No. 590 entitled, A RESOLUTION IN RELATION TO AWARDING OF A CONTRACT; CONFIRMING THE UTILIZING OF SOLE SOURCE METHODOLOGY FOR THE ACQUISITION AND INSTALLATION OF CERTAIN EQUIPMENT, & MAKING FINDINGS, was introduced. It was moved by Councilman Boling, seconded by Councilman Vessey, that the resolution be adopted. Carried. Roll showed all members voting in the affirmative.

Administrator Nutley provided the Council with a comparison between the two companies (Bias and Visions) that submitted proposals to provide the City with new software, for including billing, payroll, accounting/budgeting, and later, possibility, programs building and land use. She said that both systems gave presentations of their systems for her and office staff. She asked our computer support tech, Jeff Brown, to evaluate both systems as well. And, finally, the information was presented to the Finance Committee for their evaluation. Both systems are comparable in price—ball park \$50,000.00. Bias will finance for 4 years at 0% interest, Visions will finance for 5 years with 0% interest. It was moved by Councilman Vessey, seconded by Councilman Vatne, to authorize the Mayor to negotiate a contract for accounting software with Vision Municipal Solutions. Carried.

There were three bids for installation of a sprinkler system as a part of the athletic field renovation project. The bids were as follows: United Pipe & Supply at \$11,061.71, 2M Comp Inc. at \$10,249.43, and H.D. Fowler at \$9,706.65. All bids included sales tax. It was moved by Councilman Vessey, seconded by Councilman Vatne, to accept the low bid from H. D. Fowler. Carried.

It was moved by Councilman Boling, seconded by Councilman Vatne, to approve the vouchers as audited. Carried.

It was moved by Councilman Vessey, seconded by Councilman Vatne, that the rest of May meetings be cancelled (unless there is pressing business), that both meetings in June be held, and that only the 4th Wednesday meetings be scheduled in July, August and September. Carried.

It was moved by Councilman Boling, seconded by Councilman Vatne, that the meeting be adjourned. Carried.