



McCleary City Council

AGENDA

May 22, 2013

7:00 Council Meeting

Flag Salute

Roll Call

Public Hearings:

Public Comment:

Minutes (Tab A)

Mayor's Report/Comments:

Staff Reports: Dan Glenn, City Attorney (Tab B)
 Nick Bird, Director of Public Works (Tab C)

Old Business: Panic Alarm (Tab D)
 2014 STIP (Tab E)

New Business:

Ordinances:

Resolutions: Fly The Flag Week (Tab F)

Vouchers

Mayor/Council Comments

Public Comment

Executive Session - Settlement

Adjournment

Americans with Disabilities Act (ADA)
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You

The City of McCleary is an equal opportunity provider and employer.
La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

COUNCIL VACANCY

Three residents applied for Councilmember Mike Lant's position #3. Chris Vessey, Larry Peterson and Doug Krikava all voiced interest in being on the Council. Each shared reasons why they were applying for the open vacancy. Councilmember Schiller asked what they all believe they can bring to the City Council. Chris Vessey said he can bring 12-years of expertise and believes the City Council is the backbone of McCleary and he would like to fit in. Larry Peterson stated he wants to be on the Council to fit in and can bring just himself. Doug Krikava will bring honesty, is straight forward, has a common sense approach to things and supports controlled growth.

Councilmember Ator nominated Larry Peterson because he's been on the Civil Service Commission and is head of the food bank and lived and worked in McCleary most of his life. Councilmember Catterlin seconded the nomination for Larry Peterson. Councilmember Schiller nominated Doug Krikava. There was no second for Doug Krikava. **It was moved by Councilmember Ator, seconded by Councilmember Catterlin to appoint Larry Peterson to position #3. Roll call taken in the affirmative of 3-1, with Councilmember Schiller voting in the negative. Appointment Carried.**

ASPHALT PATCHING

There are various asphalt patches needed that have been on hold for good weather. There are eight different projects and they are all considered "public work". In order to ensure the State Auditor does not claim we are bid splitting, we have shown the total project cost. All projects are below the bid limit of \$65,000 for work with multiple trades, and \$40,000 for work with a single trade as required by RCW 35.23.352 (1). Staff is requesting authorization to proceed with the various patching in accordance with RCW 35.23.352. **It was moved by Councilmember Catterlin, seconded by Councilmember Ator to authorize the various patching work to be conducted by Lakeside for a total cost of \$9,625.00 plus tax. Motion Carried 4-0.**

RESOLUTION NO. 656 PUBLIC SERVICES

It was moved by Councilmember Ator, seconded by Councilmember Reed to adopt Resolution No. 656 relating to public services; establishing and confirming fees in relation to connection to the city's utility systems; repealing resolution 685; and providing for effective dates. Mayor Dent requested roll call be taken. Roll Call taken in the affirmative. Resolution Adopted 4-0.

RESOLUTION NO. 657 DESIGNATION OF PUBLIC RECORDS OFFICER & DESIGNATING FEES

It was moved by Councilmember Ator, seconded by Councilmember Reed to adopt Resolution No. 657, relating to public records, confirming the designation of the clerk-treasurer as the public records officer of the City and designating fees for provision of copies of the public records. Resolution Adopted 4-0.

EXECUTIVE SESSION

An executive session was requested by Mayor Dent to discuss litigation settlement for ten minutes, starting at 7:59 PM and ending at 8:06 PM.

PUBLIC COMMENT

Helen Lake heard information about a pot grow in McCleary by the old station on Church Road in the County.

Chris Vessey asked if the people on 6th Street have been notified to clean up the street. Nick Bird responded that it is on their list. Mr. Vessey asked if the City could clean it up and bill them and Dan Glenn commented that it is a nuisance, which is harder to enforce than a public health issue.

Doug Krikava asked if the City has brought in the Department of Transportation to help with the paving project because they work with Cities and are less expensive. Nick would like to have them come on other days than Fridays, which usually is not possible due to Friday's being DOT overtime days and labor cost is too high.

Elsie Franklin, Treasurer for the McCleary Historical Society announced the museum opens in June and will operate through August and will be open on weekends from 12:00 PM through 4:00 PM.

APPROVAL OF VOUCHERS

None.

MEETING ADJOURNED

It was moved by Councilmember Ator, seconded by Councilmember Reed to adjourn the meeting at 8:06 PM. The next meeting will be May 22, 2013 at 7:00 PM. Motion Carried 4-0.

Mayor Gary Dent: _____

Clerk-Treasurer Wendy Collins: _____

MEMORANDUM

TO: MAYOR AND CITY COUNCIL, City of McCleary
FROM: DANIEL O. GLENN, City Attorney
DATE: May 16, 2013
RE: LEGAL ACTIVITIES as of MAY 22, 2013

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. **ALARM SYSTEM ALTERNATIVE:** As you are aware from the discussion at the last session, Mr. Rapp has presented a second alternative in relation to providing alarm capabilities for the staff of the Clerk-treasurer's office. While I have not received copies of any more information, it is relatively clear the presentation contained two alternatives. The first is the narrow one for providing the office with direct ability to notify outside resources, including the Police Department, of a problem situation. The second is a broader one based upon providing security for the various elements of the City's facilities. The original proponent dealt only with the "panic" element.

I am assuming Ms. Collins, Mr. Bird, and Chief Crumb will have reviewed the alternatives and be in a position to make a recommendation to you. If you choose the original proponent, we will need to clarify certain aspects of their written contract.

2. **SIX YEAR STREET PLAN UPDATING:** Given the statutory mandates, I am assuming that either tonight or the meeting in June will include the necessary public hearing for the receipt of public input on the updating of this plan. The annual updating, with associated public hearing, is mandated in order to conform with requirements for funding of projects through the Transportation Improvement Board. Prior to whichever evening upon which the hearing will be held, Mr. Bird will have provided

you his recommendations as to the updated listing of streets which will be on the City's "wish list" for improvement funding.

The Plan theoretically must be filed with the pertinent state agencies by the end of June in order to continue eligibility for funding through their programs. The sequence of the projects on the draft plan does not govern or restrict the ability of the City to choose to seek funding for a project which is lower down the list before finishing the projects which are above it on the list. Further, if during the year the situation changes and you need to add a different project, that can be done through the giving of the appropriate public notice and adoption of an amended resolution.

You will have available a draft resolution which would adopt the plan by reference in the event the actual consideration of the resolution will occur at this meeting.

3. **SUMMIT II BOND STATUS:** We are attempting to resolve the outstanding disputes in discussions with both the counsel for that owner and the bonding company. At this stage, I have received a response from the former owner's counsel that they will be reviewing our offer and getting back to us. In the interim, we will be discussing the matter with the bonding entities. Hopefully by the time of the June meeting, we will have made progress.

4. **FLAG WEEK RESOLUTION:** As you are aware from presentations previously made to the six of you, during the 4th of July week, the Vietnam Veteran's Memorial Wall Exhibit will be held at the Fairgrounds. Elma, given its motel/hotel tax funding source which we do not have, has funded a goodly share of the cost of the exhibit. In any event, the President of the Rolling Thunder non-profit, which is the sponsoring organization, requested that I draft for Elma a resolution declaring the week as Flag Week. I did so.

In the thought that McCleary is in close proximity to the event and that every meeting starts with a salute to that flag, I have "morphed" the resolution for you to consider.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to me.

DG/le

MEMORANDUM - 2

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

STAFF REPORT

To: Mayor Dent
From: Nick Bird, Director of Public Works
Date: May 19, 2013
Re: Current Non-Agenda Activity

Well 2 & 3 Project

Last meeting you were notified that the Well startup went relatively smoothly. We have also done our chemical startup. All that remains is the ATEC treatment system startup. This was scheduled for Thursday May 16, but due to a medical emergency with the startup operator the startup and training scheduled for that day was canceled. Startup and training for the ATEC treatment system is scheduled for Monday May 20. After successful startup, we plan on switching control operations and using Well No. 2 and the new treatment system to supply water to the City this week. If all goes well, we will leave the new well and treatment system online and begin work on Well No. 3.

Please keep in mind that you may not see a noticeable difference in water quality right away, as we have 650,000 gallons of water in the reservoirs and water in all of the pipes throughout the City that has not gone through the treatment facility. It is likely that it will be a week or two before we have used all of the “old” water before you start seeing the “new” water that has been through the treatment system. Additionally, our distribution system piping (and typical household piping) has years of sediment accumulation inside the pipes. Until we can get the velocity up high enough to clean these pipes, or come up with a creative way to pig (clean) the pipes we will still have to deal with minor taste, odor, and staining problems. The important part is that we will be putting “new” filtered water into the distribution system which means we will not continue to compound that problem.

Ecology Grant/Loan Program

We have been contacted to attend a training workshop for recipients of funding through the program in Tacoma on July 16. We still have not received formal notification regarding the award, but upon reviewing their funding cycle schedule it appears that the funding letters will be issued in July 2013. The goal is to have the Agreement in place prior to January 2014.

Seasonal Workers

Three seasonal workers have been hired and will start at the end of May or first part of June (depending on the individual and their schedules). Individuals without flagger certification will be certified prior to their start date. We are really looking forward to having extra “hands on deck” through the summer as we are already getting behind in our typical maintenance activities.

Underground Boring Equipment

We have not yet solicited quotes to replace the boring head as previously discussed. We will likely have this topic as an action item for replacement in June.

3rd Street Improvements Phase I

The project package submitted to the State and Feds for review has not been returned for corrections yet, which bodes well for us at this time. I have not had the opportunity to break down the funding contribution requirements by fund for the local match yet. I also hope to have this prepared for your review at the June meeting.

Bear Festival Parade

Todd informed me that he has been in contact with the Parade Chair for this year's event. We have also been in contact with WSDOT to remind them of our usual practice. We are just waiting on formal notification of the time and route before moving forward with the parade permit through WSDOT.

Simpson Door Conservation Plan

This is a place holder while Cascade Energy completes the Track and Tune scoping. Once the scoping is complete and presented to both Simpson and the City, an agreement will be prepared and presented to Council for consideration.

County Chip Seal Program

We are still playing phone tag with the County Operations crew to see if it is even possible for them to complete the work this year. We hope to have this ironed out this week. As recommended last Council Meeting, we have not yet contacted the State to see if they can assist with chip sealing as well. This contact will also be made this week.

National Public Works Week (May 19-25)

Many of us do not think of how critically important the people in this industry are. People expect the water to flow from the tap when they turn water on, their waste to disappear when they flush, and a light turn on when the switch is flipped. I would presume that 98% of what we do to provide basic services is never thought of by the average citizen. If you happen to run across a crew member this week, a simple "Thank You" goes a long way, as it is those people that work extremely hard to provide basic services that we all take for granted.

STAFF REPORT

To: Mayor Dent
 From: Nick Bird, P.E., Director of Public Works
 Date: May 19, 2013
 Re: Panic Alarm

Staff has reviewed the new proposal from Custom Security Systems after obtaining additional information to allow comparison of similar equipment and quantities.

Sound Guard Security Systems is still the lowest initial cost and the second lowest monthly monitoring fee. The total cost for each system includes the installation of a dedicated electrical outlet on the wall with the phone equipment in Wendy's Office, and labor for ADNETS to clean up the network cabling on this wall to accommodate the additional equipment.

As previously stated, we have confirmed with Sound Guard that a dedicated phone line is not required to facilitate the service. We have assumed that all others could function in a similar fashion to simplify the comparison. The table below summarizes the findings:

Company	Capital Cost*	Monthly Cost	Total Cost**
Allied Fire & Security	\$1,675.93	\$30.00	\$3,084.99
Pioneer Fire & Security	\$790.00	\$21.00	\$2,124.64
Sound Guard	\$554.00	\$29.00	\$1,868.82
Custom Security	\$891.00	\$29.95	\$2,234.12

* - Capital Cost includes purchase and installation of security equipment only.

** - Total Cost display's the total installation cost and does not include the monthly cost.

Based solely on the installation cost it appears that Sound Guard is the least cost option. However, when factoring in the monthly cost, it appears that if we use the service for 2.5 years (30 months) or more, Pioneer Fire & Security becomes the least cost option due to the lower monthly cost.

Staff Recommendation:

If the City plans on utilizing this service for less than 30 months, it is more economical to utilize Sound Guard for security services. If the City plans on utilizing the service for 30 months or more, it is more economical to utilize Pioneer Fire & Security for security services.

Action Requested:

Please consider authorizing execution of a service agreement with the company you choose, subject to Mr. Glenn's review and concurrence of the service agreement.

City Hall Alarm Project

	Monitoring	Installation
Allied Fire & Security		
8 zone control panel	\$30.00	\$1,675.93
Keypad		
Transmitter switch		
4 bracelet panic buttons		
training		
per quote.		
 Hometown Electric		 \$790.00
Quote to provide dedicated 120VAC receptical next to alarm equipment on back wall of Wendy's Office.		
 Olympic Telephone		 \$110.00
Trip charge to come out and identify the fax line for monitoring connection.		
 Century Link	 \$0.00	 \$0.00
Trip charge and 2 hours of labor to install dedicated phone line for system. (If required)		
 Adnets		 \$270.00
IT Work required to clean up back wall of Wendy's Office		
 City Crew		 \$0.00
Fire Rated Plywood not required per email		
Alarm Monthly total	\$30.00	
	Subtotal	\$2,845.93
	Sales Tax 8.4%	\$239.06
 Estimated total project cost		 \$3,084.99

Pioneer Fire & Security	Monitoring	Installation
8 zone control panel	\$21.00	\$790.00
Keypad		
4 remote panic buttons		
1 fixed panic button at the front counter.		
Hometown Electric		\$790.00
Quote to provide dedicated 120VAC receptical next to alarm equipment on back wall of Wendy's Office.		
Olympic Telephone		\$110.00
Trip charge to come out and identify the fax line for monitoring connection.		
Century Link	\$0.00	\$0.00
Trip charge and 2 hours of labor to install dedicated phone line for system. (If required)		
Adnets		\$270.00
IT Work required to clean up back wall of Wendy's Office		
City Crew		\$0.00
Fire Rated Plywood not required per email		
Alarm Monthly total	\$21.00	
	Subtotal	\$1,960.00
	Sales Tax 8.4%	164.64
		\$2,124.64

Sound Guard	Monitoring	Installation
8 zone control panel	\$29.00	\$554.00
Keypad		
4 remote panic buttons		
1 fixed panic button at the front counter.		
Hometown Electric		\$790.00
Quote to provide dedicated 120VAC receptical next to alarm equipment on back wall of Wendy's Office.		
Olympic Telephone		\$110.00
Trip charge to come out and identify the fax line for monitoring connection.		
Century Link	\$0.00	\$0.00
Trip charge and 2 hours of labor to install dedicated phone line for system. (If required)		
Adnets		\$270.00
IT Work required to clean up back wall of Wendy's Office		
City Crew		\$0.00
Fire Rated Plywood not required per email		
Alarm Monthly total	\$29.00	
	Subtotal	\$1,724.00
	Sales Tax 8.4%	144.816
		\$1,868.82

Custom Security	Monitoring	Installation
control panel	\$29.95	\$891.00
communication module		
4 remote panic buttons		
1 fixed panic button at the front counter.		
Hometown Electric		\$790.00
Quote to provide dedicated 120VAC receptical next to alarm equipment on back wall of Wendy's Office.		
Olympic Telephone		\$110.00
Trip charge to come out and identify the fax line for monitoring connection.		
Century Link	\$0.00	\$0.00
Trip charge and 2 hours of labor to install dedicated phone line for system. (If required)		
Adnets		\$270.00
IT Work required to clean up back wall of Wendy's Office		
City Crew		\$0.00
Fire Rated Plywood not required per email		
Alarm Monthly total	\$29.95	
	Subtotal	\$2,061.00
	Sales Tax 8.4%	173.124
		\$2,234.12

STAFF REPORT

To: Mayor Dent
From: Nick Bird, P.E., Director of Public Works
Date: May 19, 2013
Re: 2014 STIP

Last meeting Council scheduled the public hearing for the 2014 STIP on June 26. Since this is the last meeting prior to the public hearing, this is the last opportunity to informally comment on the projects identified in the plan. If there are any priority revisions or additional projects that you believe should be considered, please let us know so that we can make modifications prior to the public hearing.

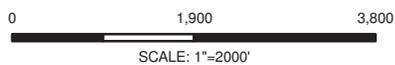
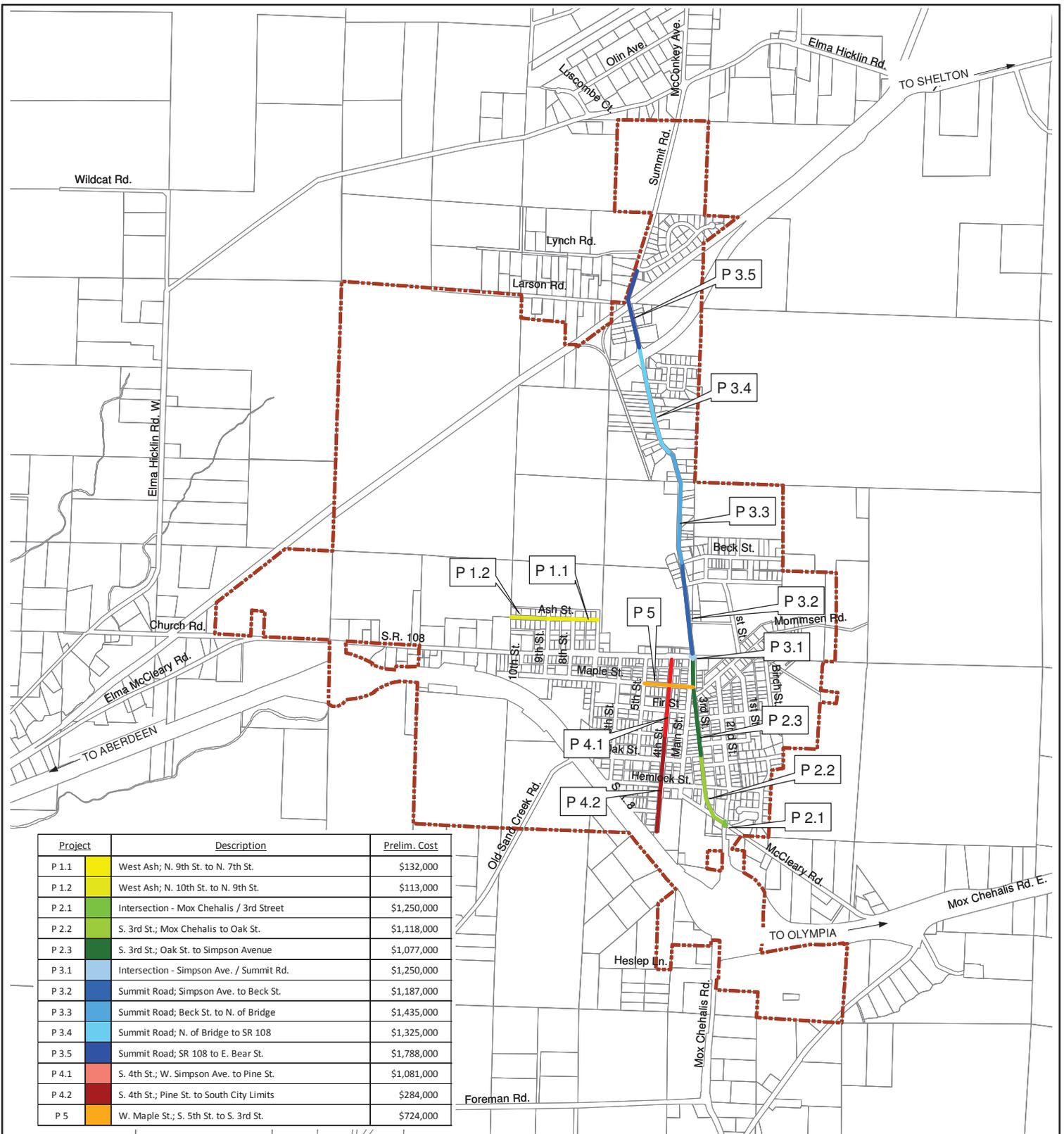
Please remember that this is a formal step required by the State for the STP program, which only allows projects on the following “Functionally Classified Roadways”; 3rd Street, Mox Chehalis Road, Simpson Avenue, and Summit Road. We have many other areas throughout the City that need significant maintenance work (removal of aligatored pavement, repair of the subgrade, overlays, chip seals, crack sealing, etc.). Planned maintenance activities, including significant repairs, are not included in this plan.

Staff Recommendation:

None at this time

Action Requested:

Please identify any priority revisions or additional projects should be included in the 2014 STIP.



Legend

- CITY LIMITS
- PARCELS

CITY OF McCLEARY

**FIGURE 1
2013 STIP PROJECTS**



2013 STIP Base Data

<u>Project</u>	<u>Description</u>	<u>Improvement</u>	<u>Start Year</u>	<u>Total Cost</u>	<u>Local Cost</u>	<u>State Cost</u>
P 1.1	West Ash; N. 9th St. to N. 7th St.	(A)	2013	\$ 132,000	\$ 7,000	\$ 125,000
P 1.2	West Ash; N. 10th St. to N. 9th St.	(A)	2013	\$ 113,000	\$ 6,000	\$ 107,000
P 2.1	Intersection - Mox Chehalis / 3rd Street	(B)	2014	\$ 1,250,000	\$ 63,000	\$ 1,187,000
P 2.2	S. 3rd St.; Mox Chehalis to Oak St.	(C)	2014	\$ 1,118,000	\$ 56,000	\$ 1,062,000
P 2.3	S. 3rd St.; Oak St. to Simpson Avenue	(C)	2015	\$ 1,077,000	\$ 54,000	\$ 1,023,000
P 3.1	Intersection - Simpson Ave. / Summit Rd.	(B)	2015	\$ 1,250,000	\$ 63,000	\$ 1,187,000
P 3.2	Summit Road; Simpson Ave. to Beck St.	(D)	2016+	\$ 1,187,000	\$ 60,000	\$ 1,127,000
P 3.3	Summit Road; Beck St. to N. of Bridge	(D)	2016+	\$ 1,435,000	\$ 72,000	\$ 1,363,000
P 3.4	Summit Road; N. of Bridge to SR 108	(D)	2016+	\$ 1,325,000	\$ 67,000	\$ 1,258,000
P 3.5	Summit Road; SR 108 to E. Bear St.	(D)	2016+	\$ 1,788,000	\$ 90,000	\$ 1,698,000
P 4.1	S. 4th St.; W. Simpson Ave. to Pine St.	(D)	2016+	\$ 1,081,000	\$ 55,000	\$ 1,026,000
P 4.2	S. 4th St.; Pine St. to South City Limits	(A)	2016+	\$ 284,000	\$ 15,000	\$ 269,000
P 5	W. Maple St.; S. 5th St. to S. 3rd St.	(D)	2016+	\$ 724,000	\$ 37,000	\$ 687,000
Total.....				\$ 12,764,000	\$ 645,000	\$ 12,119,000

Improvement Key

- (A) Resurface & Repair
- (B) Roundabout, New Curb and Gutter, Storm, Sidewalk, Landscaping, and Bike Lane
- (C) Resurface & Repair, New Curb and Gutter, Storm, Planter Strip, Sidewalk and Bike Lane
- (D) Resurface, Widen, New Curb and Gutter, Storm, Sidewalk, Planter Strip, and Bike Lane

2013 STIP Base Data

<u>Project</u>	<u>Description</u>	<u>Improvement</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016+</u>
P 1.1	West Ash; N. 9th St. to N. 7th St.	(A)	\$ 132,000			
P 1.2	West Ash; N. 10th St. to N. 9th St.	(A)	\$ 113,000			
P 2.1	Intersection - Mox Chehalis / 3rd Street	(B)		\$ 1,250,000		
P 2.2	S. 3rd St.; Mox Chehalis to Oak St.	(C)		\$ 1,118,000		
P 2.3	S. 3rd St.; Oak St. to Simpson Avenue	(C)			\$ 1,077,000	
P 3.1	Intersection - Simpson Ave. / Summit Rd.	(B)			\$ 1,250,000	
P 3.2	Summit Road; Simpson Ave. to Beck St.	(D)				\$ 1,187,000
P 3.3	Summit Road; Beck St. to N. of Bridge	(D)				\$ 1,435,000
P 3.4	Summit Road; N. of Bridge to SR 108	(D)				\$ 1,325,000
P 3.5	Summit Road; SR 108 to E. Bear St.	(D)				\$ 1,788,000
P 4.1	S. 4th St.; W. Simpson Ave. to Pine St.	(D)				\$ 1,081,000
P 4.2	S. 4th St.; Pine St. to South City Limits	(A)				\$ 284,000
P 5	W. Maple St.; S. 5th St. to S. 3rd St.	(D)				\$ 724,000
Total.....			\$ 245,000	\$ 2,368,000	\$ 2,327,000	\$ 7,824,000

Improvement Key

- (A) Resurface & Repair
- (B) Roundabout, New Curb and Gutter, Storm, Sidewalk, Landscaping, and Bike Lane
- (C) Resurface & Repair, New Curb and Gutter, Storm, Planter Strip, Sidewalk and Bike Lane
- (D) Resurface, Widen, New Curb and Gutter, Storm, Sidewalk, Planter Strip, and Bike Lane

RESOLUTION NO. _____

**A RESOLUTION PROCLAIMING THE WEEK OF JULY 1
THROUGH 7 AS "FLY THE FLAG" WEEK.****R E C I T A L S :**

1. This year, our nation is celebrating 237 years as an independent nation and the resulting freedom for its citizens.

2. The citizens and lawful residents of the United States enjoy rights and liberties guaranteed by our Constitution and which are envied by citizens of many other nations in the world.

3. As Francis Scott Key made so clear in his writing, our flag is a very important symbol of the freedoms that we enjoy. Our United States flag has gone into every battle fought by Americans and has survived these battles during which many Americans died or were injured in fighting to protect the freedoms we enjoy. We recognize that importance by opening every meeting of the Council by reciting the statutorily recognized *Pledge of Allegiance* to that flag.

4. By adopting this resolution, it is our intention to honor, remember, and respect the sacrifices of all Americans who have served under the flag of the United States of America in the same way that the presentation of the Vietnam Veteran's Wall

RESOLUTION -A- 1
05-16-2013
bc/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557

exhibit at the Fairgrounds only a few miles from our City during this same week does so.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: The week of July 1 through July 7, 2013, is hereby designated as *Fly Your Flag Week* in McCleary and we urge all citizens of our City and the surrounding area to display and honor the flag not during just this the week, but at all times.

PASSED THIS _____ DAY OF _____, 2012, by the City Council of the City of McCleary, and signed in authentication thereof this _____ day of _____, 2012.

CITY OF McCLEARY:

D. GARY DENT, Mayor

ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

RESOLUTION -A- 2
05-16-2013
DG/le

CITY OF McCLEARY
100 SOUTH 3RD STREET
McCLEARY, WASHINGTON 98557