

CITY OF MCCLEARY
City Council Meeting
Wednesday, October 14, 2020

FLAG SALUTE	Mayor Orffer Called the Council Meeting to order at 6:30 PM.
ROLL CALL	Councilmembers present were Amsbury, Huff, Heller, Miller, and Iversen. The meeting was held at the McCleary Community Center.
ABSENT	None.
STAFF PRESENT	Present at the meeting were Clerk-Treasurer Wendy Collins and Director of Public Works Todd Baun with City Attorney Chris Coker and Police Chief Steve Blumer attending via WebEx.
EXECUTIVE SESSION	At 6:50 pm, Mayor Orffer called for a 10 minute executive session to discuss union negotiations per RCW 42.30.140(d4)(b). The executive session ended at 7:00 pm.
PUBLIC HEARING	The public hearing on combined revenue sources opened at 7:01 PM. No questions were asked. The public hearing closed at 7:03 pm.
PUBLIC HEARING	The public hearing on the ad volarem tax levy ordinance opened at 7:03 PM. Historically, the council votes in favor of an increase of up to 1%, depending on where the pervious years' totals come in. We should have our final totals by the next meeting for the council to vote on. The public hearing closed at 7:06 pm.
PRESENTATION	Lynnette Buffington from Greater Grays Harbor Inc., gave a presentation to the council and encouraged them to continue their membership in 2021.
MAYOR'S COMMENTS	<p>Mayor Orffer reported the city received a clean audit, which included a federal funding audit. We need to update a few process and create a cost allocation process and update some policies but the audit overall was very good. She thanked Wendy and her finance team and extended her appreciation for their hard work.</p> <p>The council discussed the November meeting schedule. The first meeting on November 11th falls on a holiday and the second meeting falls on the day before Thanksgiving. It was moved by Councilmember Amsbury, seconded by Councilmember Huff to cancel the November 11th and 25th meetings and hold a regular meeting on November 18th. Motion carried 5-0.</p>
PUBLIC COMMENT	<p>Councilmember Huff asked the Mayor if she would announce the first responder awards during a Facebook Live presentation she does on Fridays because we still cannot meet in large groups so the families will not be able to all attend as they have in the past. Mayor Orffer agreed and will make the announcement at a planned live on a Friday in the near future.</p> <p>Summit Pacific donated a breast cancer awareness banner, which was hung on city hall along with pink lights. Councilmember Huff has heard positive feedback and he thanked all who helped organize this.</p> <p>Councilmember Iversen received a video on outdoor elliptical exercise equipment aimed at senior citizens for the park. Councilmember Amsbury stated that sometimes medical providers will help financially support exercise equipment for healthy lifestyles.</p>
APPROVAL OF VOUCHERS	<p>Vouchers/Checks approved were 48255 - 48306, including EFT's in the amount of \$68,279.55.</p> <p>Payroll Checks approved were 48146 - 48156, including EFT's in the amount of \$208,295.47 and 48307 - 48317, including EFT's in the amount of \$207,520.50.</p> <p>Treasurers Reports for the months of August and September 2020.</p> <p>It was moved by Councilmember Heller, seconded by Councilmember Iversen to approve the vouchers. Motion Carried 5-0.</p>
MINUTES APPROVED	It was moved by Councilmember Iversen, seconded by Councilmember Huff to approve the minutes from the August 12, 2020 meeting. Motion Carried 5-0.
COVID UPDATE & EXPENDITURES REPORT	The CARES money awarded to McCleary increased from \$54,000 to over \$80,000 and can be used through December 31st. This money is for reimbursements only. Mayor Orffer thanked Wendy and her finance team for maintaining the accounting for all of this. The staff has done an outstanding job during this pandemic and that is without hiring any summer help employees.
STAFF REPORTS	Staff reports were submitted by the finance department, building/code enforcement, light and power, public works, and Todd Baun.
CITY ATTORNEY REPORT	Chris Coker is available for questions.

2021 WATER/WASTEWATER UPGRADE
EXPLANATION

Kevin Trehwella, WWTP Manager, gave an overview and detailed explanation of a necessary upgrade for the treatment plant. He shared how the treatment plant constantly wins awards for water quality. Fourteen years ago, we had top of the line equipment and over the years, the replacement parts now cost more as they get older. Windows 7 is no longer supported by Microsoft and our treatment plant computers are Windows7. The upgrades will cost approximately \$76,000, which covers reprograming and building up the custom programs for both treatment plants. Councilmember Amsbury wants to make sure they have a rotation schedule plan to keep a good working system and remain efficient without increasing rates.

Mayor Orffer said Councilmember Amsbury hit the nail on the head when she asked if there is a plan or a schedule in place. We can't comment on the past but we can ensure how we move forward and have a plan in place for five years and ten years. Todd said you have to understand there are things that you have to do and you have to have an income to do it so you have to raise rates to in order to cover your capital improvement plan. Not raising rates is not an option if you want to keep up and maintain your systems over years.

Kevin added the treatment plant runs 24/7 and equipment is taxed. Sometimes things break without warning or cause. We keep up with scheduled maintenance and it's a challenging environment for any equipment. Todd added we've had more projects coming out of the sewer fund than the water fund. We rebuilt the lift station at Wildcat and we replaced a sewer line on Birch Street, causing big chunks of money to come out of our budget that would have gone to the managerial funds.

Councilmember Amsbury asked if we qualify for any Department of Ecology money and Todd said we qualified for loans.

PR AND COMMUNICATIONS COMMITTEE
DISCUSSION

Mayor Orffer wants to initiate a Public Relations and Communications Committee who will engage and collaborate with city staff on website and social media plan information sharing and who will create an electronic newsletter. The frequency of the newsletter can be up to the committee. She would like to contact the individuals who were interested in the recent council vacancy to see if they would be interested in getting involved and being a part of this committee.

PROPERTY ACCESS

Alex Lambert, who's property is near the city wells, asked if the city would approve an easement to access and area he wants to build a house. There are other options, but he prefers the city well property as an easement choice. Todd's main concern is too much access, which subjects the well property to potential harm. We have limited access now and it keeps the city wells safe. The property is 1.7 acres and could potentially be divided into more lots, causing even more access to the property through an easement. Vehicles would have to run across our well field, subjecting them to damage. After discussion, the council comments were in support of Todd and they felt it is important to protect the wells from potential harm and exposure.

ITRON MAINTENANCE AGREEMENT

It was moved by Councilmember Amsbury, seconded by Councilmember Iversen to authorize the annual Itron Maintenance Agreement in the amount of \$2,692.41. Motion carried 5-0.

UMPQUA TMSA CHECK SCANNER
AGREEMENT

It was moved by Councilmember Iversen, seconded by Councilmember Huff to authorize the Umpqua Bank Treasury Management Service Agreement for a check scanner. Motion carried 5-0.

LOOMIS ARMORED LLC CONTRACT

It was moved by Councilmember Heller, seconded by Councilmember Huff to authorize the Loomis Armored Car service with the Washington State Department of Enterprise Services. Motion carried 5-0.

AD VOLAREM TAX LEVY ORDINANCE

The ordinance for an ad volarem tax levy was introduced for the council's review. Final numbers will be added for the next meeting.

DRAFT TRUCK ORDINANCE

The Council has an updated draft to review, which incorporates the feedback from the committee, which included Councilmember's Huff and Iversen. They were concerned about the dangerous situation of trucks turning left at the west exit. One of the reasons for putting in the overpass originally was to make a safe access for trucks headed east out of McCleary. The ordinance will be added to the next meeting for adoption.

2020 SUPPLEMENTAL BUDGET
AMENDMENT

When the city refinanced our loans, it created an unbudgeted expenditure, which caused the expenditures to exceed the budgeted amount. When expenditures exceed the budgeted amount, a supplemental budget amended is required. **It was moved by Councilmember Amsbury, seconded by Councilmember Iversen to adopt Ordinance 858 AN ORDINANCE ADOPTING A SUPPLEMENTAL BUDGET FOR THE CALENDAR YEAR 2020; AMENDING ORDINANCE 854 AS TO A PARTICULAR ELEMENT; PROVIDING AND EFFECTIVE, SEVERABILITY AND AUTHORITY TO CORRECT. Roll call taken in the affirmative. Ordinance adopted 5-0.**

LEMAY 2021 RATE ADJUSTMENT

It was moved by Councilmember Iversen, seconded by Councilmember Heller to adopt Resolution 733 A RESOLUTION RELATING TO PUBLIC SERVICES; ESTABLISHING AND CONFIRMING FEES; AND PROVIDING FOR EFFECTIVE DATES. Resolution adopted 5-0.

LINDSEY JO BAUM & MISSING CHILDREN AWAREMENS MONTH

Mayor Orffer stated this is being introduced to align with bringing awareness to breast cancer awareness month and other recognized awareness months. She believed it was important to recognize Lindsey Jo Baum and all other missing children. She spoke with Lindsey's mom and she chose July as the preferred awareness month for Lindsey. July will be a month of awareness of missing children and how to be safe, teach stranger danger, and to keep Lindsey's memory alive. **It was moved by Councilmember Huff, seconded by Councilmember Amsbury to adopt Resolution 734 A RESOLUTION HONORING THE MEMORY OF LINDSEY JO BAUM AND ESTABLISHING THE MONTH OF JULY AS "JUSTICE FOR LINDSEY BAUM - MISSING CHILDREN AWARENESS MONTH". Resolution adopted 5-0.**

PUBLIC COMMENT

Councilmember Amsbury asked if the city got an amendment to add additional money to the grant to increase the CARES allotment because the county had to sign the grant changes they made. Chief Blumer stated, as incident commander, he signed them in September. Mayor Orffer understands when we are in an emergency, the Mayor can sign contracts in emergency situations.

Councilmember Amsbury has found out an easy way to use CARES money is to give it to schools. You can give a dollar amount per child. Our small community has been really impacted and it is another community type aspect that can be considered. The allotment can go up to \$500 per student and some were receiving \$50 per student. AWC had a good webinar showing creative ways other agencies used to spend their allotted monies.

Since Councilmember Heller has not received any comments regarding the Chehalis Basin Addendum, he will assume he can proceed with a "Yes" vote.

Councilmember Huff announced the Summit Pacific Bike Run will be this coming Saturday at 6:30 am. Councilmember Iversen will be helping out.

Wendy Collins provided a budget timeline for the council. Councilmember Amsbury asked when they will receive expenditures and Mayor Orffer said they will be in the October 28th packet. Councilmember Iversen asked if they will receive the expenditures before that meeting and Mayor Orffer said, yes, they will have one week before the meeting when the packet goes out.

ADJOURNED MEETING

It was moved by Councilmember Huff, seconded by Councilmember Heller to adjourn the meeting at 8:57 PM. The next meeting will be on October 28, 2020 at 6:30 PM. Motion Carried 5-0.

Mayor Brenda Orffer: _____

Clerk-Treasurer Wendy Collins: _____