

CITY OF MCCLEARY
Regular City Council Meeting and Council Workshop
Wednesday, December 13, 2017

ROLL CALL AND FLAG SALUTE Councilmembers Richey, Peterson, Ator and Blankenship were in attendance.

ABSENT Councilmember Orffer was absent. **It was moved by Councilmember Ator, seconded by Councilmember Blankenship to excuse Councilmember Orffer's absence. Motion Carried 4-0.**

STAFF PRESENT Present at the meeting were Todd Baun, Wendy Collins, Chief Blumer and Dan Glenn.

PUBLIC HEARING None.

EXECUTIVE SESSION None.

MINUTES APPROVED **It was moved by Councilmember Ator, seconded by Councilmember Richey to approve the minutes from the meetings held on November 8, 13 and 29, 2017. Motion Carried 4-0.**

VOUCHERS Accounts Payable checks approved were 43528 - 43602 including EFT's in the amount of \$217,814.83.

Payroll checks approved were 43498 - 43665 including EFT's in the amount of \$265,038.30

Bank reconciliation for November 2017.

It was moved by Councilmember Ator, seconded by Councilmember Richey to approve the vouchers. Motion Carried 4-0.

MAYOR COMMENTS Mayor Schiller commended Wendy Collins for a clean financial audit and gave kudos to Todd Baun and Steve Blumer for a good accountability audit in their departments. Mayor Schiller reviewed the accomplishments of the City employees over the past year. He thanked them all for their hard work and dedication to the City.

CITY ATTORNEY REPORT Dan Glenn provided a written report for the Council.

DIRECTOR OF PUBLIC WORKS REPORT Todd Baun provided a written report for the Council.

RESOLUTION 710 PAYROLL POLICY AND UPDATE TO THE CASH HANDLING POLICY To complete the requested policies by the State Auditors Office, Wendy Collins provided a payroll policy for consideration by the Council and also updated the previously adopted cash handling policy. Both policies are addressed in Resolution 710. **It was moved by Councilmember Ator, seconded by Councilmember Richey to adopt Resolution 710 A RESOLUTION IN RELATION TO CONFIRMING PROTOCOLS FOR PAYMENT OF CLAIMS. Resolution Adopted 4-0.**

COPY MACHINE CONTRACT The City's current copier is close to the end of its contact and has required recent repairs. Paul Morrison researched copiers and found one on the Washington State contract, which will save the City approximately \$46.00 per month. The new copier is also faster and has updated technology for versatility. **It was moved by Councilmember Ator, seconded by Councilmember Blankenship to authorize the Mayor to sign the Operational Lease with the State of Washington. Motion Carried 4-0.**

SKILLINGS CONNOLLY TIME EXTENSION The design contract for the 3rd Street Improvements Project is due to expire on December 31, 2017. Skillings Connolly requests an extension of the contract for time only by moving the completion date to March 31, 2018. **It was moved by Councilmember Ator, seconded by Councilmember Richey to authorize the Mayor to sign the Contract Time Extension, Supplement 8 with Skillings Connolly. Motion Carried 4-0.**

AED/FIRST AID EQUIPMENT PURCHASE	The Public Works crew identified several first aid and safety needs that are required and/or needed for the City to be compliant with safety standards, including L&I and OSHA. Todd Baun provided a list of items and cost from the U.S. Communities contract, which is a national cooperative purchasing program we are a part of. It was moved by Councilmember Ator, seconded by Councilmember Peterson to authorize the Mayor to sign the Purchase Order for the first aid and safety equipment as listed in the staff report request. Motion Carried 4-0.
GREATER GRAYS HARBOR ANNUAL AGREEMENT	It was moved by Councilmember Ator, seconded by Councilmember Blankenship to authorize the Mayor to sign the annual 2018 agreement with Greater Grays Harbor, Inc., in the amount of \$1,200.00. Motion Carried 4-0.
TEMPORARY ZONING TO PERMANENT ZONING	It was moved by Councilmember Ator, seconded by Councilmember Peterson to set a Public Hearing regarding making permanent the provisions of Ordinance 834. Motion Carried 4-0.
SWEARING IN OF NEW CITY COUNCILMEMBERS	<p>Wendy Collins swore-in the newly elected Councilmembers. Joy Iverson was sworn-in for Position 5, Brycen Huff was sworn-in for Position 2 and Jaron Heller was sworn-in for Position 3.</p> <p>Also sworn-in were Councilmember Ben Blankenship for Position 4 and Mayor Schiller for Mayor. Both were elected to continue in their current positions.</p> <p>Mayor Schiller, Councilmembers and City Employees all welcomed the new Councilmembers and look forward to working with each of them in the coming year.</p>
RESOLUTION 711 HONORING DUSTIN RICHEY	It was moved by Councilmember Ator, seconded by Councilmember Peterson to adopt Resolution 711 EXPRESSING APPRECIATION TO DUSTIN RICHEY FOR HIS SERVICE UPON THE CITY COUNCIL. Motion Carried 4-0.
RESOLUTION 712 HONORING LARRY PETERSON	It was moved by Councilmember Ator, seconded by Councilmember Blankenship to adopt Resolution 712 RECOGNIZING LARRY PETERSON'S ROLE IN MAKING MCCLEARY A BETTER PLACE TO LIVE AND TO WORK. Motion Carried 4-0.
RESOLUTION 713 HONORING PAM ATOR	It was moved by Councilmember Ator, seconded by Councilmember Blankenship to adopt Resolution 713 RECOGNIZING THAT PAM ATOR IS ENDING HER SERVICE AS A MEMBER OF THE CITY COUNCIL, AT LEAST FOR AWHILE. Motion Carried 4-0.
PUBLIC COMMENT	Mayor Schiller asked everyone to please stay and enjoy coffee and cupcakes in celebration of the outgoing Councilmembers.
EXECUTIVE SESSION	None.
MEETING ADJOURNED	It was moved by Councilmember Ator, seconded by Councilmember Peterson to adjourn the meeting at 7:12 pm and to cancel the meeting on December 27, 2017. The next meeting will be Wednesday, January 10, 2018 at 6:30 pm. Motion Carried 4-0.

Approved by Mayor Brent Schiller and Clerk-Treasurer Wendy Collins.