

**CITY OF MCCLEARY**  
**Regular City Council Meeting**  
**Wednesday, September 28, 2011**

FLAG SALUTE	Mayor Dent Called the meeting to order at 7:00 PM with the Flag Salute.
ROLL CALL	Councilmember's Boling, Lant, Ator, Geer, and Schiller.
ABSENT	None.
STAFF PRESENT	Present at the meeting were Chris Coker, Wendy Collins, Nick Bird, George Crumb, and Jennie Reed.
MINUTES APPROVED	<b>It was moved by Councilmember Ator, seconded by Councilmember Schiller to approve the minutes as received. Motion Carried.</b>
PUBLIC COMMENT	Jeff Foster addressed the Council asking if they were going to discuss the issue of carports during the meeting. The Mayor stated there would not be any action taken on the subject during the meeting. only discussion.
MAYOR'S REPORT	<p>Mayor Dent and staff have been working on a preliminary budget, which they were hoping to provide to the Council but were not able to prepare it enough to distribute, so it will be delivered to the Council when it is available. The Mayor noted the revenues are dropping, which is effected by the lack of home sells and very little new construction. Salary figures for City employees will not be changed due to union negotiations. They will be updated as soon as the new contracts are ratified.</p> <p>There has been no word from Fire District 5 since the last meeting. The Mayor is hoping to hear something from them before the next meeting.</p> <p>The fraud investigation is still ongoing and we anticipate it coming to an end soon. Comments will be included in the fraud audit that should assist the City on gaining back some of the potential loss.</p> <p>A community member reported to the City that the caregivers for the LEOFF1 retiree are not actually servicing him as claimed. The LEOFF1 Board responded they could not investigate and suggested the City refer it to the City of McCleary Police Department. Mayor Dent has asked Chief Crumb to refer it to the Grays Harbor County Sheriff's office as an outside, non-partial agency.</p>
PUBLIC WORKS DIRECTOR	<p>Nick Bird confirmed the Public Hearing on Preliminary Budget will be on October 26, 2011. He provided a budget calendar for the Council to refer to as we move forward with the budget process.</p> <p>The Beerbower Park Path is almost complete. Mayor Dent added he thinks the crew did a very good job.</p>
SERVICE REQUESTS	Customers frequently request to have their power disconnected when not in use. Periodically, they will later request it to be connected for short periods of time so the property can be shown or to cleaned, or for other reasons. This eventually causes wear and tear on the meter, along with staff time. Staff is requesting Council to consider imposing a \$20 disconnect/reconnect fee each time a customer makes this request. This is the same fee we charge when a customer is shut-off for non-payment
PLACEMENT PERMITS	The fee for Placement Permits was never established by the City Council when the Ordinance was adopted in 2004. In addition, a building permit is not required for structures under a certain size, in accordance with the exemptions defined in the IBC and IRC. Staff believes it would also be appropriate to have a Placement Permit defined for accessory structures exempted from building permits to ensure setbacks are being maintained. Staff is requesting Council to consider authorizing the City Attorney to prepare the appropriate documentation to address these issues.
LIGHT & POWER CAPITAL IMPROVEMENT PLAN	Elcon Associates, Inc. completed the Capital Improvement Plan Report (CIP). The CIP only evaluates and recommends improvements to our electrical system. <b>It was moved by Councilmember Lant, seconded by Councilmember Geer to adopt the Capital Improvement Plan Report provided by Elcon Associates, Inc., dated August 2011. Motion Carried.</b>
JANITORIAL CONTRACT	The City received three proposals for cleaning services, which were scored by cost, presentation of material, references provided, insurance/bond information, and overall presentation. SNAP Janitorial ranked the highest after considering all criteria. <b>It was moved by Councilmember Boling, seconded by Councilmember Ator to authorize the Mayor to initiate a cleaning services contract to SNAP Janitorial, after background checks are passed. Motion Carried.</b>
OPEN ACCESS TECHNOLOGY INTERNATIONAL (OATI)	In February, Council authorized the Mayor to execute the NT Contract renewal with BPA for transmission services. In moving toward completing the process, the last step is to register with the OATI, who provides a web portal service to submit transmission service requests. <b>It was moved by Councilmember Schiller, seconded by Councilmember Boling to authorize the Mayor to execute the OATI webCARES Customer Agreement. Motion Carried.</b>
RESOLUTION NO. 633 LIGHT & POWER CIP	<b>It was moved by Councilmember Lant, seconded by Councilmember Boling to adopt Resolution No. 633, which was approved at the last Council meeting, and is a Resolution adopting an amendment to the Capital Improvement Plan for the electrical system of the City. Roll call taken in the affirmative. Motion Carried.</b>

EXECUTIVE SESSION None.

APPROVAL OF VOUCHERS None.

ADJOURNMENT **It was moved by Councilmember Boling, seconded by Councilmember Lant to adjourn the meeting at 7:17 PM. The next meeting will be held on October 12, 2011 at 7:00 PM. Motion Carried.**

Mayor Gary Dent: \_\_\_\_\_

Clerk-Treasurer Wendy Collins: \_\_\_\_\_