



McCleary City Council Agenda

05/13/2020- 6:30PM

Flag Salute

Roll Call: ___ Pos. 1-Amsbury, ___ Pos. 2-Huff , ___ Pos. 3- Heller, ___ Pos. 4- Blankenship, ___ Pos. 5- Iversen

Presentation				
Executive Session				
Public Hearing				
Mayor Comments				
Public Comment				
Minutes		Tab	A	Minutes
Approval of Vouchers		Tab	B	Accounts Payable April 16-30 Payroll April 2020
Staff Reports		Tab	C	L&P, Water & Wastewater, Finance
Old Business				
New Business		Tab	D	COVID-19 Update
		Tab	E	Summer Council Schedule
		Tab	F	Surplus Vehicle
		Tab	G	Local Agency Agreement Supplement #4
Ordinances				
Resolutions				
Contracts				
Mayor/Council Comments				
Public Comments				
Adjourn/Recess Meeting				

[WebEx Link](#)

Join By Phone: +1-408-418-9388

Meeting number (access code): 621 824 514

Meeting password: McCouncil5132020 (62268624 from phones and video systems)

Please turn off Cell Phones- Thank you

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

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

TAB - A

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, April 22, 2020

ROLL CALL AND FLAG SALUTE Due to the COVID-19 Pandemic state-wide Stay Home, Stay Healthy mandate, the City Council held their meeting electronically through WebEx Meetings. Councilmembers Present were: Jenna Amsbury, Brycen Huff, Jaron Heller, Ben Blankenship and Joy Iversen. Mayor Brenda Orffer was also present.

ABSENT None.

PUBLIC HEARING None.

STAFF PRESENT Present at the meeting were Clerk-Treasurer Wendy Collins, Public Works Director Todd Baun, Police Chief Steve Blumer and City Attorney Chris Coker.

EXECUTIVE SESSION None.

MAYOR COMMENTS The Mayor reported the city is still working in Emergency mode. The Governor will move to recovery plan slowly and methodically and will open in the same order as he closed things down. Chris Coker added the public meetings act expires tomorrow and he will follow up with any changes. Until then, we will maintain the status quo.

PUBLIC COMMENT None.

CITY ATTORNEY REPORT Chris Coker has been working with the Mayor on emergency protocols and legal process.

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

MINUTES APPROVED **It was moved by Councilmember Huff, seconded by Councilmember Heller to adopt the minutes from the April 8, 2020 meeting. Motion Carried 5-0.**

VOUCHERS Accounts Payable checks approved were 47627 - 47649 including EFT's, in the amount of \$30,111.58 and 47652 - 47703 including EFT's in the amount of \$244,693.07.

It was moved by Councilmember Iversen, seconded by Councilmember Huff to approve the vouchers. Motion Carried 5-0.

COVID-19 UPDATE Mayor Orffer said the city crews are working hard on following social distancing rules and she is proud of everyone and how they have been handling everything during the pandemic.

TEAMSTERS MOU The Teamster Union has submitted an MOU requesting \$500 compensation for four employees who covered their department during the time when the previous foreman retired and a new one was hired. Councilmember Huff asked if Todd covers during the absence of a Foreman and Mayor Orffer answered yes. He added that this employee appointed themselves to this roll without being appointed to it and Mayor Orffer agreed by stating yes, that his statement was accurate. Chris Coker commented that this grievance is an asset cost settlement and it is less expensive to settle than to fight it. He added that the crew did step up and work additional duties during the absence.

Councilmember Blankenship stated this is setting a precedence we don't want to set. He added that Police Officers work every shift without being supervised and this should be negotiated in their next contract. Mayor Orffer added that the person who brought this forward felt they were delegated tasks that they relayed to the crew. They had text messages verifying this. This situation is a gray area and the person has an argument, which is why it is being brought to Council to approve it.

Councilmember Iversen said she messaged the Mayor with concerns but does not want to create a large cost to fight this. Councilmember Blankenship thinks the city should look at a better labor attorney because this should have been fixed a long time ago. He added we are all adults and shouldn't need our hand held and are not entitled to this. Councilmember Iversen said the bigger concern is not the lack of a supervisor, it is being short a person on

After further discussion, Chris Coker stated he is not actively involved in this grievance and he understands not setting precedence, but it's tough to tell the city to go to the mat for \$2,000. Mayor Orffer added in the future, the city needs to be clear who is in charge and who does what. She did not clearly state to them that Todd was in charge. Councilmember Iversen said there are good, hard working people at the city. Councilmember Amsbury added that this is a learning thing and it is very small and will be more costly if it goes to arbitration. Councilmember Blankenship said at some point, this crap is enough. We pay astronomical money for a labor attorney and we'd be better served with cheaper cost with someone else.

It was moved by Councilmember Iversen, seconded by Councilmember Amsbury to authorize the Mayor to sign the MOU with Teamsters union to pay four employees \$500 each for coverage during the transition time after the Foreman retired and the crew was shorthanded. Roll call taken with Councilmember's Amsbury, Heller and Iversen voting in the affirmative and Councilmember's Huff and Blankenship voting against. Motion Carried 3-2.

2020 BUDGET REVIEW

The Mayor met with staff to identify budget areas to increase due to the pandemic. We are waiting until after the second quarter to see where the budget stands before we spend certain budgeted dollars. Councilmember Huff asked if the public safety tax dollars allow us to still afford the fourth officer the Chief talked about and Mayor Orffer said we had an officer ready to hire but waited due to the pandemic. We can't train him and social distance but we plan to bring him on when we can.

Mayor Orffer said we are still running and paying salaries and buying items because of COVID while other cities have shut down. She said Wendy worked with our software company to get a specific fund set up for COVID-19. Councilmember Iversen asked if we owe the tribe for anything and Mayor Orffer said, not to date. Everything has been at no cost so far. She added that we gave them a case of hand sanitizer to help them out.

EMERGENCY MANAGMENT PLAN

The Council received a draft plan to review. Councilmember Iversen caught misspellings and she said she contacted Todd with many questions.

PUBLIC COMMENT

Councilmember Iversen knows there are a lot of people in town that are still working and providing services. She thought it would be nice to do something to recognize all the essential workers in McCleary. Mayor Orffer would love to bang pots and pans together with all the residents in McCleary! Councilmember Heller has seen a similar thing with people living near hospitals to recognize the healthcare workers during their shift changes by honking horns. Councilmember Huff thinks it would be nice to paint thank you to the essential workers on the windows at city hall.

MEETING ADJOURNED

It was moved by Councilmember Blankenship, seconded by Councilmember Huff to adjourn the meeting at 7:55 pm. The next meeting will be Wednesday, May 13, 2020 at 6:30 pm. Motion Carried 5-0.

Approved by Mayor Brenda Orffer and Clerk-Treasurer Wendy Collins.

TAB - B

WARRANT/CHECK REGISTER

City Of McCleary
MCAG #: 0344

04/16/2020 To: 04/30/2020

Time: 08:26:42 Date: 04/30/2020
Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1552	04/30/2020	Claims	1	47704	ALS Environmental	241.50	Tetsting
1553	04/30/2020	Claims	1	47705	Advanced Analytical Solutions	754.00	Nutrients & Supplies
1554	04/30/2020	Claims	1	47706	Amazon Capital Svcs.	31.00	Internet Adapter; Internet Splitter
1555	04/30/2020	Claims	1	47707	Breanne Antich	62.26	015130.2 - 173 SUMMIT PLACE DR
1556	04/30/2020	Claims	1	47708	AUS Everett Lockbox Aramark	87.44	Rug Svc.; Rug Svc
1557	04/30/2020	Claims	1	47709	Bayview Building Material	379.69	Stakes, Handle, Drywall, Connector, Cover Box, Wall Plate; Primer Drywall, Roller Cover, Mask Tape, Brush, Tray, Liner, Paint, Wall Plates; Ground Contact, Fence Latch Fork; Roundup, Drill Bits
1558	04/30/2020	Claims	1	47710	Bayview Redi-Mix	555.70	Top Soil; Top Soil
1559	04/30/2020	Claims	1	47711	Bradley Air Company	293.76	Reinstalled Ductless Unit
1560	04/30/2020	Claims	1	47712	Brown & Kysar Inc.	4,969.50	Capital Improvement Plan
1561	04/30/2020	Claims	1	47713	Cintas Fire	245.56	Service Call
1562	04/30/2020	Claims	1	47714	Citi Cards	774.69	Shell Gas; Amazon - Labels; Amazon - Microphone; Amazon - Speakers; Amazon - Phone Case; GRCC - Water Training Marsh; ProFlowers; The Paper Tree - Water Training Books Marsh; The Paper Tree - Water Tr
1563	04/30/2020	Claims	1	47715	Comcast	567.36	8498 37 009 0142839; 8498 37 009 0142901; 8498 37 009 0143370
1564	04/30/2020	Claims	1	47716	Dermanoski Contracting LLC	93.72	016081.0 - 676 WCAMAS CT
1565	04/30/2020	Claims	1	47717	General Pacific Inc	659.04	Color Coding Tape, Insulator Pin, Red Paint
1566	04/30/2020	Claims	1	47718	Grainger	74.51	Cable, Electrical Box, Cover; Plastic Rings
1567	04/30/2020	Claims	1	47719	Herc Rentals	5,646.48	Excavator Rental; Dozer Rental
1568	04/30/2020	Claims	1	47720	House Brother's	217.60	Lift Station Pumping
1569	04/30/2020	Claims	1	47721	Ingram, Zelasko & Goodwin LLP	700.00	Public Defender Contract
1570	04/30/2020	Claims	1	47722	JW Maintenance	1,319.17	Fire Truck Inspection & Repairs
1571	04/30/2020	Claims	1	47723	MCI	96.61	08692201879
1572	04/30/2020	Claims	1	47724	May, Ersel	13.99	Prescription Reimbursement
1573	04/30/2020	Claims	1	47725	North Central Laboratories	141.63	Glass Fiber Filters
1574	04/30/2020	Claims	1	47726	Jessica Portschy	68.92	003370.2 - 331 WSIMPSON AVE
1575	04/30/2020	Claims	1	47727	Ricoh	20.24	Meter Read
1576	04/30/2020	Claims	1	47728	Rohlinger Enterprises Inc	509.98	BuckStep 2.0 Suspension Trauma Relief
1577	04/30/2020	Claims	1	47729	Simplot Partners	2,697.19	Fertilizer; Fertilizer
1578	04/30/2020	Claims	1	47730	Staples Advantage	227.86	Video Adapter; Labels; Label Writer
1579	04/30/2020	Claims	1	47731	The Knox Company	5,408.01	Knox Boxes
1580	04/30/2020	Claims	1	47732	Verizon Bellevue	794.19	Cell Phones
1581	04/30/2020	Claims	1	47733	Water Management Labs Inc	48.00	Water Testing; Water Testing
1582	04/30/2020	Claims	1	47734	Wesco Receivables Corp.	15,658.19	Supplies

001 Current Expense	3,642.49
102 Street Fund	387.46
119 COVID 19 Emergency Fund	11,243.38
401 Light And Power Fund	21,913.28
405 Water Fund	2,561.66
407 Sewer Fund	2,433.54
409 Storm Water Fund	1,168.25
413 Ambulance Fund	7.73
	43,357.79

* Transaction Has Mixed Revenue And Expense Accounts Claims: 43,357.79

WARRANT/CHECK REGISTER

City Of McCleary
MCAG #: 0344

04/16/2020 To: 04/30/2020

Time: 08:26:42 Date: 04/30/2020
Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this _____ day of _____ 2020.

ATTEST:

X _____
Councilmember Huff

X _____
Councilmember Amsbury

X _____
Councilmember Heller

X _____
Councilmember Iversen

X _____
Councilmember Blankenship

WARRANT/CHECK REGISTER

City Of McCleary
MCAG #: 0344

Time: 08:55:06 Date: 05/04/2020

04/01/2020 To: 04/30/2020

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1320	04/15/2020	Payroll	1	EFT		1,300.00	April 2020 DRAW
1321	04/15/2020	Payroll	1	EFT		1,000.00	April 2020 DRAW
1322	04/15/2020	Payroll	1	EFT		1,200.00	April 2020 DRAW
1323	04/15/2020	Payroll	1	EFT		1,600.00	April 2020 DRAW
1324	04/15/2020	Payroll	1	EFT		1,950.00	April 2020 DRAW
1325	04/15/2020	Payroll	1	EFT		1,000.00	April 2020 DRAW
1326	04/15/2020	Payroll	1	EFT		1,200.00	April 2020 DRAW
1327	04/15/2020	Payroll	1	EFT		2,000.00	April 2020 DRAW
1328	04/15/2020	Payroll	1	EFT		630.00	April 2020 DRAW
1329	04/15/2020	Payroll	1	EFT		800.00	April 2020 DRAW
1330	04/15/2020	Payroll	1	EFT		2,239.60	April 2020 DRAW
1331	04/15/2020	Payroll	1	EFT		400.00	April 2020 DRAW
1332	04/15/2020	Payroll	1	EFT		1,750.00	April 2020 DRAW
1346	04/09/2020	Payroll	1	EFT	Dept of Labor & Industry	15,995.02	1ST Quarter 01/01/2020 - 03/31/2020
1373	04/14/2020	Payroll	1	EFT	Employment Security, Dept. of PFML	1,017.87	Pay Cycle(s) 01/01/2020 To 03/31/2020 - PFML
1521	04/30/2020	Payroll	1	EFT		3,395.88	April 2020 Payroll
1522	04/30/2020	Payroll	1	EFT		90.83	April 2020 Payroll
1523	04/30/2020	Payroll	1	EFT		95.89	April 2020 Payroll
1524	04/30/2020	Payroll	1	EFT		4,838.29	April 2020 Payroll
1525	04/30/2020	Payroll	1	EFT			April 2020 Payroll
1526	04/30/2020	Payroll	1	EFT		2,252.70	April 2020 Payroll
1527	04/30/2020	Payroll	1	EFT		6,333.09	April 2020 Payroll
1528	04/30/2020	Payroll	1	EFT		1,988.66	April 2020 Payroll
1529	04/30/2020	Payroll	1	EFT		2,874.24	April 2020 Payroll
1530	04/30/2020	Payroll	1	EFT		3,484.43	April 2020 Payroll
1531	04/30/2020	Payroll	1	EFT		1,913.69	April 2020 Payroll
1532	04/30/2020	Payroll	1	EFT		631.11	April 2020 Payroll
1533	04/30/2020	Payroll	1	EFT		3,561.01	April 2020 Payroll
1534	04/30/2020	Payroll	1	EFT		3,579.99	April 2020 Payroll
1535	04/30/2020	Payroll	1	EFT		2,144.71	April 2020 Payroll
1536	04/30/2020	Payroll	1	EFT		90.83	April 2020 Payroll
1537	04/30/2020	Payroll	1	EFT		90.83	April 2020 Payroll
1538	04/30/2020	Payroll	1	EFT		90.83	April 2020 Payroll
1539	04/30/2020	Payroll	1	EFT		3,397.61	April 2020 Payroll
1540	04/30/2020	Payroll	1	EFT		3,057.05	April 2020 Payroll
1541	04/30/2020	Payroll	1	EFT		3,730.00	April 2020 Payroll
1542	04/30/2020	Payroll	1	EFT		2,754.06	April 2020 Payroll
1543	04/30/2020	Payroll	1	EFT		3,348.94	April 2020 Payroll
1544	04/30/2020	Payroll	1	EFT		2,112.64	April 2020 Payroll
1545	04/30/2020	Payroll	1	EFT		4,894.94	April 2020 Payroll
1546	04/30/2020	Payroll	1	EFT		552.58	April 2020 Payroll
1547	04/30/2020	Payroll	1	EFT		3,375.99	April 2020 Payroll
1548	04/30/2020	Payroll	1	EFT		1,852.68	April 2020 Payroll
1549	04/30/2020	Payroll	1	EFT		4,875.37	April 2020 Payroll
1550	04/30/2020	Payroll	1	EFT		2,355.17	April 2020 Payroll
1551	04/30/2020	Payroll	1	EFT		1,814.18	April 2020 Payroll
1588	04/30/2020	Payroll	1	EFT	Department of Retirement - Def Comp	5,545.19	Pay Cycle(s) 04/01/2020 To 04/30/2020 - DRS Def Comp
1589	04/30/2020	Payroll	1	EFT	Department of Retirement Systems	26,461.72	Pay Cycle(s) 04/01/2020 To 04/30/2020 - PERS 2; Pay Cycle(s) 04/01/2020 To 04/30/2020 - PERS 3; Pay Cycle(s) 04/01/2020 To 04/30/2020 - LEOFF II
1590	04/30/2020	Payroll	1	EFT	Umpqua Bank	36,102.00	941 Deposit for Pay Cycle(s) 04/30/2020 - 04/30/2020

WARRANT/CHECK REGISTER

City Of McCleary
MCAG #: 0344

04/01/2020 To: 04/30/2020

Time: 08:55:06 Date: 05/04/2020

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1591	04/30/2020	Payroll	1	EFT	Washington State Support Registry	594.00	Pay Cycle(s) 04/01/2020 To 04/30/2020 - WA ST Support Registry
1310	04/07/2020	Payroll	1	47650	Employment Security, Department of	843.81	1st Quarter 01/01/2020 - 03/31/2020
1311	04/07/2020	Payroll	1	47651	Employment Security, Dept. of PFML		Change from check to EFT & correct amount
1592	04/30/2020	Payroll	1	47735	AFLAC Remittance Processing	1,872.15	Pay Cycle(s) 04/01/2020 To 04/30/2020 - AFLAC - 125 (Pre-tax); Pay Cycle(s) 04/01/2020 To 04/30/2020 - AFLAC - (After Tax)
1593	04/30/2020	Payroll	1	47736	AWC Employee Benefit Trust	31,224.63	Pay Cycle(s) 04/01/2020 To 04/30/2020 - AWC-Medical; Pay Cycle(s) 04/01/2020 To 04/30/2020 - AWC -Dental Plan J; Pay Cycle(s) 04/01/2020 To 04/30/2020 - AWC - Basic Life; Pay Cycle(s) 04/01/2020 To 04/30/2020 - EnvisionRXPlus
1594	04/30/2020	Payroll	1	47737	EnvisionRxPlus	14.20	Pay Cycle(s) 04/01/2020 To 04/30/2020 - EnvisionRXPlus
1595	04/30/2020	Payroll	1	47738	IBEW Local #77 (PAC Dues)	30.01	Pay Cycle(s) 04/01/2020 To 04/30/2020 - IBEW Local # 77 - PAC
1596	04/30/2020	Payroll	1	47739	IBEW Local #77	907.49	Pay Cycle(s) 04/01/2020 To 04/30/2020 - IBEW Local # 77
1597	04/30/2020	Payroll	1	47740	LEOFF Health and Welfare Trust	4,656.81	Pay Cycle(s) 04/01/2020 To 04/30/2020 - LEOFF Health Trust - Dental; Pay Cycle(s) 04/01/2020 To 04/30/2020 - LEOFF Health Trust - Medical
1598	04/30/2020	Payroll	1	47741	NFOP Labor Services Division	147.00	Pay Cycle(s) 04/01/2020 To 04/30/2020 - FOP - Labor Services
1599	04/30/2020	Payroll	1	47742	Olympic Mountain Lodge #23	27.00	Pay Cycle(s) 04/01/2020 To 04/30/2020 - FOP - Lodge Dues
1600	04/30/2020	Payroll	1	47743	Sunshine Fund	100.00	Pay Cycle(s) 04/01/2020 To 04/30/2020 - Sunshine Fund
1601	04/30/2020	Payroll	1	47744	Teamster Local 252	420.50	Pay Cycle(s) 04/01/2020 To 04/30/2020 - Teamsters
1602	04/30/2020	Payroll	1	47745	UNUM Life Insurance Co	49.20	Pay Cycle(s) 04/01/2020 To 04/30/2020 - UNUM
1603	04/30/2020	Payroll	1	47746	Washington Teamsters Welfare Trust	359.10	Pay Cycle(s) 04/01/2020 To 04/30/2020 - Vision

001 Current Expense	51,038.49
102 Street Fund	3,241.05
401 Light And Power Fund	86,832.07
405 Water Fund	31,077.92
407 Sewer Fund	37,262.19
409 Storm Water Fund	8,757.52
413 Ambulance Fund	806.28

219,015.52 Payroll: 219,015.52

WARRANT/CHECK REGISTER

City Of McCleary
MCAG #: 0344

Time: 08:55:06 Date: 05/04/2020
Page: 3

04/01/2020 To: 04/30/2020

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this _____ day of _____ 2020.

ATTEST:

X _____
Councilmember Huff

X _____
Councilmember Amsbury

X _____
Councilmember Heller

X _____
Councilmember Iversen

X _____
Councilmember Blankenship

2020 BUDGET POSITION

City Of McCleary
MCAG #: 0344

Time: 13:33:09 Date: 05/11/2020
Page: 1

119 COVID 19 Emergency Fund 01/01/2020 To: 12/31/2020

Expenditures	Amt Budgeted	Expenditures	Remaining
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511 Legislative

511 60 10 01	Legislative - Salaries And Wages	0.00	750.00	(750.00)	0.0%
511 60 20 01	Legislative - Personnel Benefits	0.00	92.48	(92.48)	0.0%
511 60 31 01	Legislative - Office & Operating Supplies	0.00	42.45	(42.45)	0.0%
511 Legislative		0.00	884.93	(884.93)	0.0%

513 Executive

513 10 10 01	Executive - Salaries And Wages	0.00	900.00	(900.00)	0.0%
513 10 20 01	Executive - Personnel Benefits	0.00	112.14	(112.14)	0.0%
513 10 31 01	Executive - Office & Operating Supplies	0.00	83.71	(83.71)	0.0%
513 10 41 01	Executive - Professional Services	0.00	0.00	0.00	0.0%
513 Executive		0.00	1,095.85	(1,095.85)	0.0%

514 Administration

514 10 10 01	Finance/Adminstration Salaries And	0.00	4,041.75	(4,041.75)	0.0%
514 20 20 01	Finance/Admin Personnel Benefits	0.00	1,916.48	(1,916.48)	0.0%
514 20 31 11	Finance/Administration Supplies	0.00	144.27	(144.27)	0.0%
514 20 41 01	Finance/Admin Professional Services	0.00	471.23	(471.23)	0.0%
514 20 42 01	Finance/Administration Communications	0.00	722.09	(722.09)	0.0%
514 20 44 21	Finance/Administration Misc. Dues	0.00	25.00	(25.00)	0.0%
514 20 46 01	Finance/Administration Advertising	0.00	38.33	(38.33)	0.0%
514 Administration		0.00	7,359.15	(7,359.15)	0.0%

518 Central Services

518 30 41 01	General Government Professional Services/Cleaning	0.00	49.72	(49.72)	0.0%
518 40 31 01	General Government Supplies-general	0.00	0.00	0.00	0.0%
518 Central Services		0.00	49.72	(49.72)	0.0%

521 Law Enforcement

521 20 10 03	Police Benefit Exchange	0.00	2,489.87	(2,489.87)	0.0%
521 20 10 04	Police Salaries And Wages	0.00	37,695.37	(37,695.37)	0.0%
521 20 20 01	Police Personnel Benefits	0.00	16,982.33	(16,982.33)	0.0%
521 20 23 01	Covid LEOFF1 Retirees Benefits	0.00	448.09	(448.09)	0.0%
521 20 31 01	Police Supplies	0.00	117.94	(117.94)	0.0%
521 20 31 11	Police Fuel	0.00	0.00	0.00	0.0%
521 20 41 01	Police Professional Services	0.00	366.98	(366.98)	0.0%
521 20 42 01	Police Communications	0.00	513.43	(513.43)	0.0%
521 Law Enforcement		0.00	58,614.01	(58,614.01)	0.0%

522 Fire Control

522 20 10 01	Fire - Salaries And Wages	0.00	505.50	(505.50)	0.0%
522 20 20 01	Fire - Personnel Benefits	0.00	11.94	(11.94)	0.0%
522 20 31 01	Fire - Supplies - Operating	0.00	6,363.23	(6,363.23)	0.0%
522 20 31 11	Fire Fuel	0.00	0.00	0.00	0.0%
522 20 41 01	Fire - Professional Services	0.00	1,319.17	(1,319.17)	0.0%
522 20 42 01	Fire Communications	0.00	13.59	(13.59)	0.0%
522 20 47 01	Fire Public Utility Serv.(City)	0.00	210.74	(210.74)	0.0%

2020 BUDGET POSITION

City Of McCleary
MCAG #: 0344

Time: 13:33:09 Date: 05/11/2020
Page: 2

119 COVID 19 Emergency Fund 01/01/2020 To: 12/31/2020

Expenditures	Amt Budgeted	Expenditures	Remaining
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522 Fire Control

522 70 10 01	Ambulance - Salaries And Wages	0.00	542.64	(542.64)	0.0%
522 70 20 01	Ambulance - Personnel Benefits	0.00	663.97	(663.97)	0.0%
522 70 31 01	Ambulance - Operating Supplies	0.00	0.00	0.00	0.0%
522 70 42 01	Ambulance - Communications	0.00	4.65	(4.65)	0.0%
522 70 44 01	Ambulance Advertising	0.00	0.00	0.00	0.0%
522 Fire Control		0.00	9,635.43	(9,635.43)	0.0%

524 Protective Inspections

524 20 10 01	Building - Salaries And Wages	0.00	452.60	(452.60)	0.0%
524 20 20 01	Building - Personnel Benefits	0.00	278.64	(278.64)	0.0%
524 20 31 01	Building - Operating Supplies	0.00	9.18	(9.18)	0.0%
524 20 41 02	Building - Professional Services	0.00	55.88	(55.88)	0.0%
524 20 42 01	Current Expense Communications	0.00	47.01	(47.01)	0.0%
524 Protective Inspections		0.00	843.31	(843.31)	0.0%

531 Natural Resources

531 70 10 08	Storm Water - Salaries And Wages	0.00	8,043.96	(8,043.96)	0.0%
531 70 20 08	Storm Water - Personnel Benefits	0.00	4,604.36	(4,604.36)	0.0%
531 70 31 05	Storm Water - Operating Supplies	0.00	928.29	(928.29)	0.0%
531 70 41 08	Storm Water - Professional Services	0.00	373.88	(373.88)	0.0%
531 70 42 03	Stormwater Communications	0.00	38.67	(38.67)	0.0%
531 70 44 01	Stormwater Advertising	0.00	0.00	0.00	0.0%
531 70 48 02	Stormwater Vehicle & Equipment Repair & Maintenance	0.00	849.60	(849.60)	0.0%
531 Natural Resources		0.00	14,838.76	(14,838.76)	0.0%

533 Electric & Gas Utilities

533 80 10 01	Light & Power - Salaries And Wages	0.00	87,349.83	(87,349.83)	0.0%
533 80 20 01	Light & Power - Personnel Benefits	0.00	42,590.55	(42,590.55)	0.0%
533 80 31 04	Light & Power - Operating Supplies	0.00	557.06	(557.06)	0.0%
533 80 41 01	Light & Power - Professional Services	0.00	1,709.23	(1,709.23)	0.0%
533 80 42 01	Light & Power Communications	0.00	1,006.30	(1,006.30)	0.0%
533 80 44 01	Light & Power Advertising	0.00	0.00	0.00	0.0%
533 Electric & Gas Utilities		0.00	133,212.97	(133,212.97)	0.0%

534 Water Utilities

534 70 10 01	Water - Salaries And Wages	0.00	29,018.64	(29,018.64)	0.0%
534 70 20 01	Water - Personnel Benefits	0.00	16,235.55	(16,235.55)	0.0%
534 70 31 03	Water - Operating-supplies	0.00	2,187.46	(2,187.46)	0.0%
534 70 41 01	Water - Professional Services	0.00	922.18	(922.18)	0.0%
534 70 42 01	Water Communications	0.00	504.33	(504.33)	0.0%
534 70 44 01	Water Advertising	0.00	0.00	0.00	0.0%
534 70 48 02	Water Repair And Maintenance	0.00	1,836.97	(1,836.97)	0.0%
534 70 49 22	Water Miscellaneous Training	0.00	202.38	(202.38)	0.0%
534 Water Utilities		0.00	50,907.51	(50,907.51)	0.0%

535 Sewer

2020 BUDGET POSITION

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119 COVID 19 Emergency Fund 01/01/2020 To: 12/31/2020

Expenditures	Amt Budgeted	Expenditures	Remaining	
535 Sewer				
535 70 10 08 Sewer - Salaries And Wages	0.00	35,256.51	(35,256.51)	0.0%
535 70 20 08 Sewer - Personnel Benefits	0.00	19,296.61	(19,296.61)	0.0%
535 70 31 06 Sewer - Operating Supplies	0.00	4,923.73	(4,923.73)	0.0%
535 70 41 08 Sewer - Professional Services	0.00	4,187.89	(4,187.89)	0.0%
535 70 42 02 Sewer Communications	0.00	1,056.92	(1,056.92)	0.0%
535 70 44 02 Sewer Advertising	0.00	0.00	0.00	0.0%
535 70 48 02 Sewer Repair And Maintenance	0.00	1,469.59	(1,469.59)	0.0%
535 Sewer	0.00	66,191.25	(66,191.25)	0.0%
536 Cemetery				
536 20 10 01 Cemetery - Salaries & Wages-Cemetery	0.00	1,100.92	(1,100.92)	0.0%
536 20 20 01 Cemetery - Personnel Benefits-Cemetery	0.00	522.38	(522.38)	0.0%
536 20 31 21 Cemetery - Operating Supplies	0.00	70.30	(70.30)	0.0%
536 20 41 01 Cemetery - Professional Services	0.00	63.18	(63.18)	0.0%
536 20 42 01 Cemetery Communications	0.00	0.14	(0.14)	0.0%
536 20 48 02 Cemetery Repair & Maintenance	0.00	80.37	(80.37)	0.0%
536 Cemetery	0.00	1,837.29	(1,837.29)	0.0%
542 Streets - Maintenance				
542 30 10 01 Streets - Salaries And Wages	0.00	2,940.61	(2,940.61)	0.0%
542 30 20 01 Streets - Personnel Benefits	0.00	1,718.38	(1,718.38)	0.0%
542 30 31 01 Streets - Supplies	0.00	491.38	(491.38)	0.0%
542 30 42 01 Streets Communications	0.00	3.29	(3.29)	0.0%
542 30 48 02 Streets Repair & Maintenance	0.00	275.55	(275.55)	0.0%
542 31 41 01 Streets - Professional Services	0.00	346.91	(346.91)	0.0%
542 Streets - Maintenance	0.00	5,776.12	(5,776.12)	0.0%
576 Park Facilities				
576 80 10 01 Park Facilities - Salaries & Wages - Park Facilities	0.00	1,300.69	(1,300.69)	0.0%
576 80 20 01 Park Facilities - Personnel Benefits - Park Facilities	0.00	620.60	(620.60)	0.0%
576 80 31 21 Park Facilities - Operating Supplies	0.00	176.85	(176.85)	0.0%
576 80 41 01 Park Facilities - Professional Services	0.00	150.34	(150.34)	0.0%
576 80 42 01 Park Facilities - Communications	0.00	423.40	(423.40)	0.0%
576 80 47 01 Park Facilities - Utilities Services	0.00	104.70	(104.70)	0.0%
576 80 48 02 Park Facilities Repair & Maintenance	0.00	80.36	(80.36)	0.0%
576 Park Facilities	0.00	2,856.94	(2,856.94)	0.0%
594 Capital Expenditures				
594 21 62 01 Capital Outlay - Buuilding - Police Remodel	0.00	1,007.67	(1,007.67)	0.0%
594 Capital Expenditures	0.00	1,007.67	(1,007.67)	0.0%
Fund Expenditures:	0.00	355,110.91	(355,110.91)	0.0%

2020 BUDGET POSITION

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119 COVID 19 Emergency Fund

01/01/2020 To: 12/31/2020

Fund Excess/(Deficit):	0.00	(355,110.91)
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2020 BUDGET POSITION TOTALS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
119 COVID 19 Emergency Fund	0.00	0.00	0.0%	0.00	355,110.91	0%
	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>355,110.91</u>	<u>0.0%</u>

TAB - C

City of McCleary

STAFF REPORT



To:	Mayor Orffer and City Councilmembers
From:	Wendy Collins, Clerk-Treasurer
Date:	May 13, 2020
Department:	Finance & Administration

Mayor and City Council,

I am happy to report the Finance Department began working in the office full-time on May 4, 2020, with the exception of one employee who will be working one day a week at home. We are all practicing safe social distancing and we are healthy and happy to be back in the office.

A resident in McCleary dropped off a very generous check to be used for a one-time offer of paying peoples bills for the amount owed on the current shutoff list. This was a heartfelt kind offer that helped many. This individual requested they remain anonymous. The person instructed the balance to be applied to local business accounts from a confidential list. We truly have angels among us in our community!

We continue to work on required FEMA reimbursement forms and processes.

Utility payments are coming in through alternative options other than in person, which has helped a great deal with practicing social distancing. We encourage our customers to consider setting up auto pay for their utility payments. We are more than happy to assist them in setting this up. Please contact the utility billing department and we will be happy to help explain the various options we have to offer and to help set things up.

I continue to work on the annual audit and the Annual Financial Report.

I am proud to announce the office staff have completed the following FEMA Courses:

IS-00100.c
IS-00200.c
IS-00700.b
IS-00800.b

Thank you,

Wendy

City of McCleary
STAFF REPORT



To:	Mayor Orffer and Council
From:	Paul Nott
Date:	5/1/2020
Department:	Light and Power

Hello All,

I am happy to report at this time all L&P staff is still healthy and reporting to work as assigned. We are still on a social distancing schedule with assigned tasks for no more than 3 crew members at a time at our shop. All crew members are still reporting available for emergency service every day with at least three of us coming in to work and then checking out at 16:30.

Currently we are trying to formulate a plan to have a full crew by the end of next week where we can all work together while maintaining social distancing guidelines set forth by the state.

Otherwise, the crew has been keeping up with day to day operations and we are all eager to get back to work on some of our larger projects that require more personnel.

If you have any questions or concerns feel free to contact us.

Be safe and keep in the clear....

Paul

STAFF REPORT

Date: May 4, 2020

To: Todd Baun, Director of Public Works

From: Kevin Trewhella, Water & Wastewater Manager

Subject: WWTP and Water Treatment Plant

I am pleased to announce that both Jon and I are operating the Water & Wastewater Treatment plants full time and we are healthy.

Over the last month we had more people home, we saw more demands on our systems. With more businesses reopening in May this may bring down some of the demands on our system.

We are keeping on top of all regulatory testing and reports that the Department of Ecology and the Department of Health require of us.

Please do not be concerned about the extra demands on our systems, we are nowhere near capacity on either our Wastewater Treatment Plant nor are we anywhere near capacity on our Water Supply!

I do not foresee any problems with either of these facilities.

TAB - D

TAB - E

TAB - F



TAB - G

Agency		Supplement Number
Federal Aid Project Number	Agreement Number	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on
 All provisions in the basic agreement remain in effect except as modified by this supplement.
 The change to the agreement are as follows:

Project Description

Name _____ Length _____
 Termini _____
Description of Work No Change

Reason for Supplement

Are you claiming indirect cost rate? Yes No Project Agreement End Date

Does this change require additional Right of Way or Easements? Yes No Advertisement Date:

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE					
% a. Agency					
b. Other					
Federal Aid Participation Ratio for PE					
c. Other					
d. State					
e. Total PE Cost Estimate (a+b+c+d)					
Right of Way					
% f. Agency					
g. Other					
Federal Aid Participation Ratio for RW					
h. Other					
i. State					
j. Total R/W Cost Estimate (f+g+h+i)					
Construction					
% k. Contract					
l. Other					
Federal Aid Participation Ratio for CN					
m. Other					
n. Other					
o. Agency					
p. State					
q. Total CN Cost Estimate (k+l+m+n+o+p)					
r. Total Project Cost Estimate (e+j+q)					

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

Agency Official

Washington State Department of Transportation

By
Title

By
Director, Local Program
Date Executed

Agency		Supplement Number
Federal Aid Project Number	Agreement Number	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

XVII. Assurances

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).