



# McCleary City Council Agenda

September 14th, 2016- 6:30 PM

## Flag Salute

Roll Call: \_\_\_ Pos. 1- Orffer, \_\_\_ Pos. 2-Richey , \_\_\_ Pos. 3- Peterson, \_\_\_ Pos. 4- Blankenship, \_\_\_ Pos. 5- Ator

## Public Hearing

SEPA Efficiency Process- Public Hearing

## Public Comment

## Executive Session

## Minutes

Tab A Approval

Introduction X Action X

## Approval of Vouchers

Introduction X Action X

## Purchase Orders

HD Supply, General Pacific

## Mayor Comments

Budget Workshop, FCS Rate Study

## Staff Reports

Tab B Dan Glenn

Tab C Todd Baun

Tab D Additional Staff Reports

## Old Business

Tab E RV Parking in Residential Areas

Tab F SEPA Efficiency Process

## New Business

Tab G WSDOT Detour Agreement

Tab H WSDOT Service Agreement

Tab I Rainer Communications Franchise Agreement

Tab J Annexation Petition

## Ordinances

Tab K Grinder Pump Allowance

Tab L Draft Emergency Declarations

Tab M Continuous Flow Operations

## Resolutions

## Mayor Council Comments

## Public Comments

## Executive Session

## Adjournment or Recess Meeting

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

**CITY OF MCCLEARY**  
**Regular City Council Meeting**  
**Wednesday, August 10, 2016**

ROLL CALL AND FLAG SALUTE Councilmember's Orffer (attended by phone), Richey, Peterson, Blankenship, and Ator were in attendance.

ABSENT None.

STAFF PRESENT Present at the meeting were Todd Baun, Wendy Collins, Randy Bunch, Jon Hinton, Dan Glenn, Paul Morrison and Kevin Trehwella.

PUBLIC HEARING None.

PUBLIC COMMENT Helen Hamilton spoke for Sandy Morgan because she was not able to attend the meeting. Helen said Sandy reported she had items go missing at the cemetery that she put on a grave. She said it sounds like the City is working on how to correct this. She also wants to ask to be allowed to put a concrete boarder around her family member's grave site.

Joanie Sampson said she recently spoke to Todd Baun about the RV parking ordinance. She said she is concerned about the requirement of having a "blind" for your RV if it is parked perpendicular and also about language requiring a "cover" for RV's. She would like the word, "may" to replace the current language so the public is not required to cover their RV's. Covers have proven to cause mold and mildew and are not good to use in our wet climate. Other than those two issues, she thinks the rest of the ordinance looks great.

EXECUTIVE SESSION **At 6:35 pm Mayor Schiller motioned for an Executive Session to last no more than fifteen minutes to discuss potential litigation, per RCW 42.30.110 (1) (i).** The Executive Session ended at 6:49 pm. No action was taken.

MINUTES APPROVED **It was moved by Councilmember Ator, seconded by Councilmember Orffer to approve the July 13, 2016 minutes after noting a correction on page two. Motion Carried 5-0.**

VOUCHERS Accounts Payable vouchers/checks approved were 41368 - 41422 including EFT's in the amount of \$150,417.88 and 41423 - 41463 including EFT's in the amount of \$65,828.20.

Payroll vouchers/checks approved were 41336- 41367 including EFT's in the amount of \$80,684.57.

Bank reconciliation for July 2016 was approved.

**It was moved by Councilmember Ator, seconded by Councilmembers' Richey and Peterson to approve the vouchers. Motion Carried 5-0.**

MAYOR'S COMMENTS Mayor Schiller announced that Sergeant Graham is retiring from LEOFF2 retirement plan and has accepted a job with the Department of Natural Resources. His last day is August 15th. Mayor Schiller said if you see him around town, wish him well and thank him for his service.

Mayor Schiller stated he missed the community watch picnic that was recently held. He had family visiting from out of town and was not able to attend but is looking forward to the next one in October.

CITY ATTORNEY REPORT Dan Glenn provided a report and is available to respond to any questions. Mr. Glenn stated it appears the proposition to impose an additional 3% sales tax to collect funds, which may be used only for funding police and jail services, is passing. McCleary may receive an estimated \$40,977, a figure provided by Aberdeen Chief of Police Torgerson.

DIRECTOR OF PUBLIC WORKS REPORT Todd Baun and Mayor Schiller met with Sandra Morgan, along with other residents, regarding cemetery concerns. Mr. Baun will notify Ms. Morgan that the City will allow her to build a concrete boarder along her family members grave after receiving no Councilmember objections.

RV PARKING IN RESIDENTIAL AREAS	Todd Baun provided some additional language for the Council to consider adding to the draft ordinance. Councilmember Blankenship wants language added to state the house numbers cannot be blocked by an RV in any way so emergency responders can easily see them from the road. Councilmember Richey asked if he could hear more about the wall or blind that is supposed to hide the RV, and also about the requirement to cover the RV. Todd said the requirement of a blind for the RV can be removed in his opinion, but the cover is to prevent people from living in the RV's. He said a cover would limit residents from using it on a daily basis. Joanie Sampson said covers cause mold in seven days inside your RV. She also said the covers themselves become moldy and green and look very unsightly. Mr. Sampson added that RV covers are difficult to put on and require a ladder. He asked if the City really wants elderly residents putting themselves at risk of injury covering their RV's after each use? Councilmember Richey thinks the City should take out the cover requirement. Mayor Schiller asked Todd and Dan to make the adjustments and the Council can relook at the ordinance at the next meeting.
GRINDER PUMPS	The Council held a workshop on grinder pumps and they received some great information. The topic came up because a developer asked the City if they would consider allowing grinder pumps to attach to our system for the development he is working on. The Council needs to decide if they will allow grinder pumps outside the City limits to tie into the City system. Kevin Trewhella, the Wastewater Treatment Plant Manager, addressed the Council and explained what he does at the treatment plant and gave his support for grinder pumps. He believes septic tanks can fail and leak, and when 14 are installed, failure becomes more probable. As the water manager, he would much rather see E-grinder pumps because they do not have the same failure rate as the septic tanks. He believes they are also safer for our drinking water. The developer will need to pay connection fees and the City will need to consider a maintenance agreement and a possible ser charge. <b>It was moved by Councilmember Blankenship, seconded by Councilmember Richey to authorize Dan Glenn to draft an ordinance allowing grinder pumps. Motion Carried 5-0.</b>
DRAFT EMERGENCY DECLARATIONS	After the Cascadia Rising drill, the City found we are lacking some items that will make declaring an emergency easier. This declaration will save time, resources and worry in the event of a disaster. <b>It was moved by Councilmember Ator, seconded by Councilmember Orffer to authorize Dan Glenn to draft an ordinance for an Emergency Declaration. Motion Carried 5-0.</b>
CONTINUOUS FLOW OPERATIONS	<b>It was moved by Councilmember Ator, seconded by Councilmember Peterson to authorize Dan Glenn to draft an ordinance for a Declaration for Continuous Flow of Operations. Motion Carried 5-0.</b>
COUNCIL PRIORITIES AND GOALS FOR 2017	The Council will provide Todd Baun a list of their 2017 priorities and goals. Staff would like to have the Council's input on their budget related goals and suggested setting up a meeting to specifically discuss the budget. Councilmember Orffer would like to have key staff present along with the Council. There will be a budget meeting, including management staff, on September 23, 2016 at 2:30 pm in the council chambers.
FCS RATE STUDY UPDATE	FCS will be at the City on September 2nd to discuss their rate study findings and will also be attending the September 14th City Council Meeting to address questions from the public.
KNOX BOX HOME PROGRAM	A Knox box program will soon be available for elderly and handicapped residents. It allows emergency fire responders access to get into a home if the resident is unable to get to the door. The homeowner is responsible for purchasing the box. Schools also use them because it prevents ruining the door by forced entry.

CEMETERY UPDATE

Mayor Schiller and Todd Baun met with a few McCleary residents that had concerns about items that were removed from the cemetery. There are cemetery rules and regulations that state what type of items are allowed on the graves and how they will be removed for mowing and maintenance. The City crew work very hard to keep the cemetery looking nice and do not intentionally damage items that are left. All City staff are sensitive and respectful of the cemetery and the loved ones that are at rest there. Some of the items are fragile and/or tall and susceptible to damage when the crew weed whack and mow. These are unfortunate damages, however, it is all done according to the cemetery rules, which are available on the city website, or by contacting City Hall. The City will be looking into signage that can be posted at the cemetery that outline the rules and regulations for those that are visiting the cemetery. The City will also set up and post "sweep" times so people will know when the items will be removed. Mayor Schiller will also arrange to have the crew keep items that are removed for a period of time so that family members can retrieve them, if they wish. It is a similar thing the WSDOT does for roadside memorials. Helen Hamilton asked the Mayor if he would consider grandfathering in the graves that have items that do not meet the City regulations, such as trees, plants, etc. The Mayor did not think that is the direction the City should take. He said he can't fix the past but he can correct it for the future.

Todd Baun reiterated the City removes dead flowers and broken items. He stated if it is dead, dyeing, frayed, damaged and faded, they remove it. They do not remove statues and other items that are in good condition. There previously had been theft of certain items but Todd added that the recent sweep of the cemetery was done by City crew while working on maintenance of the grounds.

ORDINANCE 820 CIVIL  
SERVICE CHANGE & COUNCIL  
MEETING TIME CHANGE

**It was moved by Councilmember Ator, seconded by Councilmember Blankenship to adopt Ordinance 820 relating to administration, changing the meeting time of the City Council meetings to 6:30 pm and the size of the membership of the Civil Service Commission from 5 to 3 members, amending sections 2.04.010 and 2.56.020 of the municipal code, providing for their immediate effectiveness and severability. Roll Call taken in the affirmative. Ordinance Adopted 5-0.**

CIVIL SERVICE MEMBER  
APPOINTMENTS

The City received three letters of interest for the Civil Service Commission. With John Graham leaving, the Civil Service Commission needs to be active and ready to assist in hiring a new officer. **It was moved by Councilmember Blankenship, seconded by Councilmember Peterson to appoint three new members to the Civil Service Commission; Joy Iverson, Chris Vessey and Dave Haller. Motion Carried 5-0.**

PUBLIC COMMENT

None.

MEETING ADJOURNED

**It was moved by Councilmember Ator, seconded by Councilmember Peterson to adjourn the meeting at 7:35 pm. The August 24, 2016 meeting is canceled. The next meeting will be Wednesday, September 14, 2016 at 6:30 pm. Motion Carried 5-0.**

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

**MEMORANDUM**

TO: MAYOR AND CITY COUNCIL, City of McCleary  
FROM: DANIEL O. GLENN, City Attorney  
DATE: September 8, 2016  
RE: LEGAL ACTIVITIES as of SEPTEMBER 14, 2016

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. **ANNEXATION REQUEST:** Last week Mr. Baun forwarded me a copy of a document received from a property owner requesting the City annex a parcel owned by him or a company owned by him. Since it has been a while since the City has taken that type of action, I am going to summarize the process which is the one likely to be utilized based upon his initial submission. I would note that I have provided Todd a draft petition requesting such annexation pursuant to the statutory process set out below since it is one which would not be initiated by the City nor one which would be determined through the election process.

The most frequently utilized process and which appears to be most logical for this request is one pursuant to RCW 35A.14.120 known as the direct petition method.

A. It is commenced by a petition filed by a the owners of the property representing no less than ten percent of the value in the area proposed for annexation. The statute sets out the information which must be contained in or attached to the petition. That petition comes to the Council and you decide whether or not to allow the petition to be circulated. (In reality, if the petition is submitted to you by owners of all of the property within the proposed area or by at least 60% ownership, the tendency is to go to the second step directly.)

B. If you say yes, then it next comes to you if the owners of property representing sixty percent of the value within the affected area have signed on. Upon submission of the 60% supported petition, the petition is sent by Ms. Collins to the County Assessor to confirm the valuation aspect.

C. Upon receipt of the valid petition with the 60% assessed valuation signatures, the City gives notice (published and posted in at least three locations within the subject area) and holds a public hearing. After that hearing, you decide whether or not to adopt an ordinance effectuating the annexation.

It must be recognized that an annexation of this type is likely to be subject to review and consideration by the County's Boundary Review Board. If it contains less than ten acres and has an assessed value of less than two million dollars, the Chair of the Board may waive that review. From a fiscal standpoint, I would note that it is beneficial to complete the process no later than the last day of June since, if it is not, the tax revenue from the property for the next year remains with the County. In the instant case, the real estate tax paid on the property in 2017 would go to the current entities.

I have set out at the bottom of this report the most relevant statutes. There is also available a very good publication issued by MRSC. I will forward it to Ms. Collins so that any of you who desire to do so may read the material pertinent to annexations by Code Cities (RCW 35A) such as McCleary.

2. **FLOOD HAZARD INSURANCE COMPLIANCE:** Based upon an email Mr. Baun forwarded to me recently which he received from Mr. Morrison, it appears they have been communicating with another agency in relation to a study being undertaken in relation to a study carried out as to flood hazards and the related subject of eligibility for federal flood insurance. Apparently a letter/report was issued on August 3, a copy of which was referenced in an email from Todd. I have requested a copy of the letter so that we may move forward.

The extent to which such insurance is crucial to properties in McCleary is unclear to me at the moment. We are working through a similar process in Oakville where certain properties are very subject to concern. As you are aware from reading/listening to the news reports about the folks in the east coast areas which were affected by the hurricane and did not have the insurance, it can be an important issue when the "it will never happen" situation occurs.

We will keep you informed as to what changes or additions to the Municipal Code will be required.

3. FRANCHISES: It continues to be interesting as the extent to which competition in the broadband/fiberoptic area extends into our area.

A. The franchise granted to Astound last year is now apparently moving forward to utilization. As allowed under the franchise granted, they have requested authority to place fixtures upon a number of the City's power poles. Mr. Pitt, GHPUD's counsel, and I have carried on an exchange with a goal of having the provisions in relation to such utilization being consistent between the two entities. Mr. Nott and Mr. Baun are currently reviewing the requests. The agreement under which they will be allowed will be submitted to you for your approval. Once the form is approved, the rationale will be that actual connections will be an administrative matter.

B. The request for granting of a franchise which has been received from the entity utilizing the local name of Rainier Communications is in process. (This entity is the successor to Reach One and, I believe I have indicated, based upon discussions I have had with Ms. Murphy, Centralia's City Attorney, has been operating in Lewis County for an extended period.) I have provided a draft franchise ordinance which is currently being reviewed by City staff. Upon completion of that review, the draft will be provided to Rainier's representatives for review before submission to the Council for formal consideration.

4. POLE ATTACHMENT FEE: I have referenced the appropriateness of updating the fees received by the City from the various entities, including the telephone company and cable company, for allowing their use of the City's light poles. My review of a while back indicated they had not been updated for some years. It can be a sensitive subject from a legal standpoint as there has been ongoing litigation in relation to a similar issue involving a PUD in a neighboring county.

In any event, I have been assured that the FCS study will include recommendations for consideration. Upon receipt, they will have to be discussed by the Mayor and Council and then, upon your approval, with the various utilizers.

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

DG/le

**35A.14.120. Direct petition method** - Notice to legislative body  
- Meeting - Assumption of indebtedness - Proposed zoning  
regulation - Contents of petition.

Proceedings for initiating annexation of unincorporated territory to a charter code city or noncharter code city may be commenced by the filing of a petition of property owners of the territory proposed to be annexed, in the following manner. This method of annexation shall be alternative to other methods provided in this chapter. Prior to the circulation of a petition for annexation, **the initiating party or parties, who shall be the owners of not less than ten percent in value, according to the assessed valuation for general taxation of the property for which annexation is sought,** shall notify the legislative body of the code city in writing of their intention to commence annexation proceedings. The legislative body shall set a date, not later than sixty days after the filing of the request, for a meeting with the initiating parties to determine whether the code city will accept, reject, or geographically modify the proposed annexation, whether it shall require the simultaneous adoption of a proposed zoning regulation, if such a proposal has been prepared and filed for the area to be annexed as provided for in RCW 35A.14.330 and 35A.14.340, and whether it shall require the assumption of all or of any portion of existing city indebtedness by the area to be annexed. If the legislative body requires the assumption of all or of any portion of indebtedness and/or the adoption of a proposed zoning regulation, it shall record this action in its minutes and the petition for annexation shall be so drawn as to clearly indicate these facts. **Approval by the legislative body shall be a condition precedent to circulation of the petition.** There shall be no appeal from the decision of the legislative body. A petition for annexation of an area contiguous to a code city may be filed with the legislative body of the municipality to which annexation is desired. **It must be signed by the owners, as defined by RCW 35A.01.040(9) (a) through (d), of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned:** PROVIDED, That a petition for annexation of an area having at least eighty percent of the boundaries of such area contiguous with a portion of the boundaries of the code city, not including that portion of the boundary of the area proposed to be annexed that is coterminous with a portion of the boundary between two counties in this state, need be signed by only the owners of not less than fifty percent in value according to the assessed valuation for general taxation of the property for which the annexation is petitioned. Such petition shall set forth a description of the property according to government legal subdivisions or legal plats and shall be accompanied by a map which outlines the boundaries of the property sought to be annexed. If the legislative body has



required the assumption of all or any portion of city indebtedness by the area annexed or the adoption of a proposed zoning regulation, these facts, together with a quotation of the minute entry of such requirement, or requirements, shall also be set forth in the petition.

**35A.14.130. Direct petition method - Notice of hearing.**

Whenever such a petition for annexation is filed with the legislative body of a code city, which petition meets the requirements herein specified and is sufficient according to the rules set forth in RCW 35A.01.040, the legislative body may entertain the same, fix a date for a public hearing thereon and cause notice of the hearing to be published in one or more issues of a newspaper of general circulation in the city. **The notice shall also be posted in three public places within the territory proposed for annexation, and shall specify the time and place of hearing and invite interested persons to appear and voice approval or disapproval of the annexation.**

**35A.14.140. Direct petition method - Ordinance providing for annexation.**

Following the hearing, if the legislative body determines to effect the annexation, they shall do so by ordinance. Subject to RCW 35.02.170, the ordinance may annex all or any portion of the proposed area but may not include in the annexation any property not described in the petition. **Upon passage of the annexation ordinance a certified copy shall be filed with the board of county commissioners of the county in which the annexed property is located.**

**35A.14.150. Direct petition method - Effective date of annexation.**

Upon the date fixed in the ordinance of annexation the area annexed shall become part of the city. All property within the territory hereafter annexed shall, if the annexation petition so provided, be assessed and taxed at the same rate and on the same basis as the property of such annexing code city is assessed and taxed to pay for the portion of any then-outstanding indebtedness of the city to which said area is annexed, which indebtedness has been approved by the voters, contracted for, or incurred prior to, or existing at, the date of annexation and that the city has required to be assumed. If the annexation petition so provided, all property in the annexed area shall be subject to and a part of the proposed zoning regulation as prepared and filed as provided for in RCW 35A.14.330 and 35A.14.340.

**36.93.110. When Boundary Review Board review not necessary.**

Where an area proposed for annexation is less than ten acres and less than two million dollars in assessed valuation, the chair of the review board may by written statement declare that review by the board is not necessary for the protection of the interest of the various parties, in which case the board shall not review such annexation.

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

**STAFF REPORT**

To: Mayor Schiller  
From: Todd Baun, Director of Public Works  
Date: September 9, 2016  
Re: Current Non-Agenda Activity

---

**Department of Commerce News Release**

Please see attached press release.

**PW Crew Activities**

The Public Works crew has been working on several projects. They have replaced a failed section of 24" storm line next to 311 W. Simpson Ave. They have also finished cleaning and maintaining all city owned storm ponds. They are now gearing up for asphalt patching and a water main replacement on Frontage road, between N. 8<sup>th</sup> and N. 9<sup>th</sup> St.

Light and Power is gearing up to finish work on 3<sup>rd</sup> St. and Maple St. They are also replacing an underground service line that feeds 42 E. Elma Hicklin Rd.

**Wildcat Lift Station**

The wildcat lift station rehab project is scheduled to start November 11<sup>th</sup> and finish by mid-December.

**Council Vision and Goals for 2017**

Please let me know what your vision and goals are for 2017 before the budget workshop on September 23<sup>rd</sup>. Thank you.

## NEWS RELEASE: State awards \$14 million to increase number of psychiatric care beds

[Homepage](#) > [Community Grants](#) > NEWS RELEASE: State awards \$14 million to increase number of psychiatric care beds

Posted on: [September 1, 2016](#) By: [Penny Thomas](#)

OLYMPIA, WA – The Washington State Department of Commerce today announced over \$14 million in grants to 11 health care providers to develop additional facilities for short-term inpatient psychiatric detention services and state mental hospital diversion. The state's investment is supported with another \$14.6 million from other funding sources.

The grant recipients are:

### **Short-Term Inpatient Psychiatric Detention Services:**

- Excelsior Youth Center – Spokane, \$240,881
- Great Rivers Behavioral Health – McCleary, \$2,000,000
- Kitsap County Department of Human Services – Bremerton, \$1,248,150
- Telecare Corporation – Pierce County, \$2,000,000
- Thurston Mason Behavioral Health Organization – Shelton, \$984,969

### **State Mental Hospital Diversion:**

- American Behavioral Health Services, Inc. – Chehalis, \$755,103
- Columbia Wellness – Kelso, \$2,000,000
- Excelsior Youth Center – Spokane, \$1,759,119
- RI International – Fife, \$928,835
- Sunrise Services – Everett, \$2,000,000
- Upriver Place – Spokane, \$108,916

The funds are for construction and equipment costs associated with establishing facilities needed to accommodate increased psychiatric admissions as a result of changes to Washington State's Involuntary Treatment Act (ITA) that took effect in 2012 and for the development of facilities that provide for the diversion or transition of patients from the state hospitals. Patients treated are individuals with a mental disorder who may be gravely disabled or pose a danger to themselves or others, and who refuse or are unable to enter treatment on their own.

"These projects add much needed public mental health capacity in these communities and surrounding areas. We continue to build on previous investments to transform the way we think about and deliver services for people with debilitating mental illness," said Gov. Jay Inslee.

"Meeting the needs of vulnerable populations is a cornerstone for strengthening communities," said Brian Bonlender, Director of the Department of Commerce. "A shared commitment by public-private partnerships such as these is essential to maintaining the high quality of life that makes Washington a sought-after destination for families and employers from all over the world."

The grants were awarded through a competitive process conducted by Commerce, the Washington State Department of Health, the Department of Social and Health Services, and the Health Care Authority. The projects must maintain the beds or facility for the intended use for at least 10 years.

Mental health bed grants are for hospitals or other entities to establish new services through the publicly funded mental health system such as:

- Community hospital inpatient psychiatric beds
- Free-standing evaluation and treatment facilities
- Enhanced service facilities
- Triage facilities
- Crisis stabilization facilities with 16 or fewer beds
- Secure detoxification facilities and co-occurring treatment facilities
- Transitional facilities

###

Contact: Penny Thomas, Commerce Media Relations, 206-256-6106

# Building and Planning Staff Report

To: Mayor and City Council

From: Paul Morrison

Date: September 1, 2016

Re: August Building and Planning Department activities.

## New Permit Activities for July 2016

320 East Beck Street	Carport	Total Fee \$ 68.85
1504 North 4 <sup>th</sup> Street	New SFR	Total Fee \$ 11,455.17
611 South Main Street	Wheel Chair Ramp	Total Fee \$ 108.45
1553 North 4 <sup>th</sup> Street	New SFR	Total Fee \$ 9,668.96
1569 North 4 <sup>th</sup> Street	New SFR	Total Fee \$ 9,371.50
1552 North 5 <sup>th</sup> Street	New SFR	Total Fee \$ 9,371.50
499 East Buck Street	New SFR	Total Fee \$ 9,417.70
483 East Buck Street	New SFR	Total Fee \$ 9,715.16
451 East Buck Street	New SFR	Total Fee \$ 9,417.70
606 Evergreen Place	New SFR	Total Fee \$ 10,683.99
418 South 3 <sup>rd</sup> Street	Replace Deck	Total Fee \$ 93.50
604 West Ash Street	Replace Patio	Total Fee \$ 93.50
Wave Broadband	McCleary School Optics	Total Fee \$ 108.00
638 Main Street	Install Heating System	Total Fee \$ 87.80
140 South 3 <sup>rd</sup> Street	Install New Sign	Total Fee \$ 97.00
<b>Permit Revenues</b>	Total fees charged for July \$ 79,758.78	Total amount collected for July \$ 58,875.64

# Building and Planning Staff Report

## Permit Activity Totals

New Home Permits for 2016 19	All Permits Issued for 2016 120	Total Fees Charged for 2016 \$ 197,352.14
New Homes Built for 2015 2	All Permits Issued for 2015 52	Total Fees Charged for 2015 \$ 52,499.28
New Homes Built for 2014 3	All Permits Issued for 2014 89	Total Fees Charged for 2014 \$ 59,695.93
New Homes Built for 2013 3	All Permits Issued for 2013 79	Total Fees Charged for 2013 69,743.57
New Homes Built for 2012 6	All Permits Issued for 2012 97	Total Fees Charged for 2012 \$ 123,164.28
New Homes Built for 2011 1	All Permits Issued for 2011 37	Total Fees Charged for 2011 \$ 24,803.65

## 4 Unresolved Nuisances for the Month of July

### Unresolved Nuisance Letters for the Month of August (MMC 8.16 & 8.20)

503 South 3<sup>rd</sup> Street

- Not retaining collection service (Lemay's)

700 South 3<sup>rd</sup> Street

- Not retaining collection service (Lemay's)

1000 West Simpson Ave.

- Not retaining collection service (Lemay's)

527 South 3<sup>rd</sup> Street

- Not retaining collection service (Lemay's)

629 South 2<sup>nd</sup> Street

- Not retaining collection service (Lemay's)

817 West Simpson

- Not retaining collection service (Lemay's)

335 South 2<sup>nd</sup> Street

- Not retaining collection service (Lemay's)

416 Oak Lane

- Not retaining collection service (Lemay's)

322 South 3<sup>rd</sup> Street

- Storing of unused Vehicles

120 South 5<sup>th</sup> Street

- Storing of RV in City Row
- Storing of Utility Trailer in City ROW

332 South 1<sup>st</sup> Street

- Storing of RV in City ROW

405 South First Street

- Piles of debris on property
- Rats / Rodents on property

710 Ash Street

- Animals at large

510 South 6<sup>th</sup> Street

- Living in the Garage

# **Building and Planning Staff Report**

## **2 Unresolved Abatements for the Month of July**

### **Abatements Issued for the Month of August (Correction Notice)**

- No Abatements Issued for July

### **Notice of Infractions Issued for the Month of August**

221 East Pine Street

- Storing of unused/un-licensed vehicles

127 East Hemlock

- Unsafe Structure
- Junk scattered on property

605 South 4<sup>th</sup> Street

- Storing of unused/un-licensed vehicles
- Property Nuisance

120 South 5<sup>th</sup> Street

- Storing of RV on City ROW
- Storing of Utility Trailer on City ROW

### **Resolved Municipal Code Violations for the Month of August**

309 South 5<sup>th</sup> Street (Removed vehicle on City ROW)

124 Street Beck (Mowed Yard)

119 West Maple Street (Removed vehicle on City ROW)

131 South 5<sup>th</sup> Street (Removed unused/un-licensed vehicle)

700 South 3<sup>rd</sup> Street (Lemay's)

416 Oak Lane (Lemay's)

817 West Simpson (Lemay's)

7 Larson Road (Property Nuisance)

121 South 3<sup>rd</sup> Street (Lemay's)

229 East Beck Street (Lemay's)

414 South Main Street (Lemay's)

807 North Summit Road (Lemay's)

511 West Ash Street (Lemay's)

503 West Simpson Ave. (Lemay's)

627 West Simpson (Lemay's)

560 North Summit Road (Lemay's)

322 South 3<sup>rd</sup> Street (Removed unused vehicles)

Parcel 061700001200 (Mowed Empty Lot)

There are several properties that have contacted me and I am currently working with them to comply. There are several that have yet to contact me or comply.

## STAFF REPORT

To: Mayor Schiller  
From: Paul Nott, Light & Power  
Date: September 8, 2016  
Re: August Report



	<b>Monthly Statistics;</b>	<b>YTD Totals;</b>
<b>New Services;</b>	1	9
<b>System Outages;</b>	4	17
<b>Pole Replacements;</b>	1	7
<b>Maintenance Work Orders;</b>	5	40
<b>Billable Work Orders;</b>	1	9

The month of August consisted of 2 planned outages, 2 equipment failure outages, 5 maintenance work orders and some more brushing.

One planned outage was at Sing Log Homes to replace a rotten pole that was part of a transformer structure, the other was in the area of Maple and Main Street and was part of the work that we are completing in that area. The 2 equipment failure outages were underground faults on the same section of wire that feeds 42 Elma Hicklin Rd. We are currently awaiting an easement to be drafted to replace that section of cable.

We worked in conjunction with the public works crew to replace the street light pole at the corner of 4<sup>th</sup> and Simpson. They changed out the hydrant at this location and while the sidewalk area was tore up we installed the light standard and new light pole.

We had another new service connection and currently we have about 11 new service estimates out for new connections to new homes being constructed in our area.

We continue to keep moving forward on the cut-over and line maintenance.

As always if you have any questions feel free to contact us...



City Of McCleary Police Chief Report:  
 Reporting Officer:  
 Month Of August (to include to Sept 9)

City Mayor: Brent Schiller

Position 1: Brenda Orffer  
 Position 2: Dustin Richey  
 Position 3: Larry Peterson  
 Position 4: Ben Blankenship  
 Position 5: Pan Ator

<b>Violent &amp; Property Crimes</b>	<b>Total</b>	<b>Traffic Stops and Violations</b>	<b>Total</b>
Murder	0	DUI	1
Rape	0	Accident	0
Aggravated Assault	0	Stolen Vehicle	0
Robbery	0	Abandon Vehicle	1
Harassment / Domestic	4/3	Parking Enforcement	1
Theft	2	Motorist	2
Stalking	0	Fatal Accident	0
Found Property	4	Subject Stop	6
Warrant Arrest	5		

<b>Other Emergent Calls</b>	<b>Total</b>	<b>Other Non Emergent Calls</b>	<b>Total</b>
FIRE	19	Noise Complaints	10
Suicide	3	Code Enforcement	5
Missing Person	1	Agency Assist	25
Disorderly Conduct	3	Police Referral	2
Drug Incidents	3	Public Work Assist	1
Man Down	1		

**Total Calls For The Month**      Aug    Sept  
 162 + (31)

Calls for The Year 1746    Calls In City Limits

Regular Hours                      Overtime Hours

Regular Hours                      Overtime Hours

**Time Spent On Reaction Calls**

**Time Spent On Non Reaction Calls**

**Items of Special Attention:**

Calls concerning subjects with mental illness

## STAFF REPORT

To: Mayor Schiller  
From: Todd Baun- Director of Public Works  
Date: September 9, 2016  
Re: RV Parking on Private Property Update

---

After adding some changes recommended in the last Council meeting, this is the language that we would like to see in our Municipal Code that would update our current Code.

### **Parking and Storage of Recreational, Utility and Commercial Vehicles in Residential Areas**

**1. Exemptions:** Pickup or light trucks, fourteen thousand five hundred pounds gross vehicle weight rating (GVWR) or less, with or without a mounted camper unit, which are primarily used by the property owner/renter for transportation purposes are exempt from this section.

**2. Recreational and Utility Vehicles:** Recreational and utility vehicles are defined as travel trailers, folding tent trailers, motor homes, truck campers removed from a truck or pickup, horse trailers, boat trailers with or without boats, other recreation trailers and utility trailers, boats, motorcycles, snowmobiles and other motorized recreation vehicles. Recreational and utility vehicles may be parked in residential areas provided the following conditions are met:

- a. Vehicles shall not intrude into public right-of-way or obstruct sight visibility from adjacent driveways;
- b. Vehicles shall not be parked in the front building setback unless there is no reasonable access to the building side yards or rear yards because of topography or other physical conditions on the site.
- c. Vehicles that are parked in the front building setback, shall be parked in a way to not obscure the home address. Home address shall be clearly visible from the abutting street.
- d. The registration and license must be kept current for each Recreational and Utility Vehicle stored or parked on premises. Recreational and Utility Vehicles must be owned or leased by the property owner or the property tenant.
- e. The recreational vehicles shall be maintained in a clean, tidy, and well-kept state which does not detract from the appearance of the surrounding area. Clean, tidy, and well-kept state would be characterized by order and neatness; free from disorder.
- f. Recreational and Utility Vehicles must be in operable condition and be able to move under its own power or be towed or carried by another vehicle.
- g. Recreational vehicles equipped with liquefied petroleum gas containers shall meet the standards of the Interstate Commerce Commission. Valves or gas containers shall be closed when the vehicle is stored, and, in the event of leakage, immediate corrective action must be taken;

- h. At no time shall parked or stored recreational vehicles be occupied or used as a permanent or temporary dwelling unit except that guests who travel with a recreational vehicle may reside in the vehicle on the host's premises on a temporary basis not to exceed thirty days per year.
- i. No Recreational or Utility vehicle shall be parked or stored on any privately owned vacant property in a residential zone.

**3. Service Connections:** A recreational vehicle located in a residential area shall not be permanently connected to separately metered gas, water, or sewer service, but may be temporarily connected to existing metered water service and electric service for the purpose of maintaining moisture or temperature control within the vehicle.

**Action Requested:**

Please discuss to see if this is the approach you would like to take with travel trailers, recreational vehicles and motorhomes parked/stored on private property.

## STAFF REPORT

To: Mayor and Council  
 From: Todd Baun- Director of Public Works  
 Date: September 9, 2016  
 Re: SEPA Efficiency Process

---

For and update. Since the council decided on its June 8<sup>th</sup> meeting to move forward with the SEPA Categorical Exemption process, on June 15<sup>th</sup>, the City issued an DNS (Determination of Non Significance) for the proposal amending McCleary Municipal Code (MMC) 18.04 to increase the exemption thresholds for minor new construction as allowed under Washington Administrative Code 197-11-800 (1)(c).

This DNS was published in the Vidette, posted on the City website and posted at City Hall. It was also distributed to 22 federal, state and local agencies. The DNS allowed for 60 days for comments and an appeal process for the DNS. The City did not receive any comments or appeals of the DNS.

I have attached the DNS for your review.

The table below compares the current thresholds with increase thresholds.

Project types	Existing Thresholds	Proposed Maximum Thresholds
Single family residential	4 Units	20 Units
Multifamily residential	4 Units	25 Units
Barn, loafing shed, farm equipment storage, produce storage or packing structure	10,000 Square Feet	40,000 Square Feet
Office, school, commercial, recreational, service, storage building, parking facilities	4,000 Square Feet and 20 Parking Spaces	12,000 Square feet and 40 Parking Spaces
Fill or excavation	100 Cubic Yards	1,000 Cubic Yards

### **Action Requested:**

Please discuss if the City would like to set the thresholds to the maximum and if you would like Dan to proceed with drafting an Ordinance.

**CITY OF MCCLEARY  
STATE ENVIRONMENTAL POLICY ACT  
DETERMINATION OF NONSIGNIFICANCE  
(DNS)**

**Proponent/Applicant:** City of McCleary  
100 South 3rd Street  
McCleary, WA 98557  
Phone: 360-495-3667

**Jurisdiction/Lead Agency:** City of McCleary

**Responsible Official:** Todd Baun.  
Director of Public Works  
100 South 3<sup>rd</sup> Street  
McCleary, WA 98557  
Contact via U.S. Mail or Fax (360) 495-3097

**Date of Issuance:** June 15, 2016

**Comment Period:**

This Determination of Non-significance (DNS) is issued under the State Environmental Policy Act (SEPA) as provided in WAC 197-11-340; the lead agency will not act on this proposal for 60 days from the above date of issuance. Comments must be submitted to the Responsible Official by August 15th, 2016.

**Description of Proposal:**

This is a non-project proposal amending McCleary Municipal Code (MMC) 18.04 to increase the exemption thresholds for minor new construction as allowed under Washington Administrative Code 197-11-800 (1)(c).

**Location of Proposal:**

The updated MMC will apply to incorporated limits of the City of McCleary.

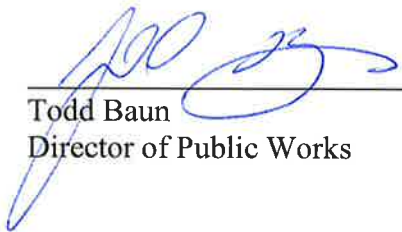
**Threshold Determination:**

The City of McCleary, acting as the SEPA lead agency for this Proposal, has determined that it DOES NOT have a probable significant adverse impact on the environment under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is open to the public on request. A copy of the environmental checklist is on file at McCleary City Hall, 100 South 3<sup>rd</sup> Street, McCleary, WA 98557 and at [www.cityofmccleary.com](http://www.cityofmccleary.com)

**Appeal Process:**

This Determination of Non-significance may be appealed to the City of McCleary from June 15, 2016 through August 15th, 2016. The City establishes administrative appeal procedures under RCW 43.21C.075 (3) and WAC 197-11-680. Any agency or person may appeal the City's procedural compliance with WAC 197-11 for issuance of this final DNS. You should be prepared to make specific factual objections. The 60-day comment period and the 60-day appeal period for this DNS run concurrently. Further details regarding the appeal process may be obtained from the Responsible Official. A public hearing will be conducted on September 14<sup>th</sup>, 2016 at 7:00 PM, located at McCleary City Hall Council Chambers. All members of the public are encouraged to attend.

Determination of Non-Significance Issued by:



---

Todd Baun  
Director of Public Works

**Date issued:** June 15<sup>th</sup>, 2016  
**Date Published:** June 23<sup>rd</sup>, 2016- The Vidette

**Distribution:**

Washington State Department of Ecology	Parks and Recreation Commission
Olympic Clean Air Agency	Department of Social and Health Services
Department of Agriculture	Department of Transportation
Department of Archaeology and Historic Preservation	Confederated Tribes of the Chehalis
Department of Commerce	Squaxin Island Tribe
Department of Corrections	Quinault Indian Nation
Department of Ecology	Gray Harbor County Department of Public Services
Energy Facility Site Evaluation Council	Grays Harbor Fire District No. 12
Department of Fish and Wildlife	Summit Pacific Hospital
Department of Health	McCleary School District
Department of Natural Resources	Grays Harbor Transit

Posted at City Hall and City of McCleary website- [www.cityofmcclary.com](http://www.cityofmcclary.com)



**Washington State  
Department of Transportation**

Olympic Region  
5720 Capitol Boulevard, Tumwater  
P.O. Box 47440  
Olympia, WA 98504-7440  
360-357-2600 / FAX: 360-357-2601  
TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

August 9, 2016

City of McCleary  
100 South 3<sup>rd</sup> Street  
McCleary, WA 98557

Re: SR 8 / Middle and East Forks Wildcat Creek – Remove Fish Barriers MP 4.34 to MP 7.15

**Detour Route Agreement HRD3 0132**

Attn: Mayor Brent Schiller

Dear Mr. Schiller,

Attached is agreement HRD3 0132 for execution by the City of McCleary, return both originals to me for execution by the STATE. One original of the agreement will be returned to you for your records after execution.

This agreement will allow the Washington State Department of Transportation (WSDOT) to use the City of McCleary road identify in Exhibit A of the attached agreement as detour route for the construction of the above mentioned project.

If you have any questions please call Kim Mueller in the Olympia Project Engineer Office –at (360) 570-6664 or Roscoe Ames at (360) 704-3263.

Sincerely,

Roscoe Ames  
Olympic Region Plans Office  
Agreements Engineer

RDA:rda

Attachment: HRD3 0132

cc: File

<b>Local Agency Haul Road/Detour Agreement</b>		Local Agency and Address City of McCleary 100 South 3rd Street McCleary, WA 98557
Agreement Number HRD3 0132		Section / Location SR8 / Middle and East Forks Wildcat Creek – Remove Fish Barriers MP 4.34 to MP 7.15
State Route Number SR 8	Control Section Number 140800	
Region Olympic Region		Description of Roads or Streets See Exhibit A - Detour Plan Exhibit B - Record of Condition
Intended Use (Haul Road or Detour Road) Detour Road		
Vehicle Restrictions Legal Limits		

This AGREEMENT is made and entered into between the STATE OF WASHINGTON DEPARTMENT OF TRANSPORTATION (STATE) and the above named governmental entity (LOCAL AGENCY).

WHEREAS, the STATE is planning the construction or improvement of a section of state highway as shown above, and

WHEREAS, in the construction of the project it is planned to use, for the purpose noted above, those LOCAL AGENCY roads or streets described above and as further detailed in red on the attached Exhibit "A", and

WHEREAS, it is anticipated that as a result of the use of these roads or streets, additional maintenance expense may be incurred by the LOCAL AGENCY.

NOW THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

I

The LOCAL AGENCY hereby agrees to the STATE's use of the roads or streets covered by this AGREEMENT subject to the conditions contained herein.

II

Immediately prior to the beginning of the STATE's use of the above described roads or streets, the parties to this AGREEMENT shall make a joint condition inspection and the STATE shall prepare a memorandum record of the condition of said roads or streets. The memorandum record shall include a statement of the extent and frequency of routine maintenance operations normally carried out by the LOCAL AGENCY on said roads or streets and may include photographs showing condition of the existing roadway.

III

The STATE agrees to reimburse the LOCAL AGENCY for the cost of additional routine maintenance and repairs, operations in excess of those enumerated in the record made under the provisions of Section II, made necessary by the STATE's project. The reimbursement for such additional routine maintenance and repairs shall be limited to the actual cost of such operations supported by proper records. Such costs are to be exclusive of all administrative and overhead costs and all charges for small tools.

IV

Upon completion of use of the roads or streets covered by this AGREEMENT, a joint inspection shall be made by the parties to determine the condition of said roads or streets. All maintenance and/or repairs shall be based upon the conditions of these roads or streets at the time of this completion inspection, taking into account the memorandum record made under Section II.



**V**

It is expressly understood that the STATE shall be responsible only for that extra maintenance and repairs of the LOCAL AGENCY's roads or streets occasioned by the project use. In the event of a dispute over the terms of this AGREEMENT and/or the extent of maintenance or repair work required to be performed, the dispute shall be submitted to the Secretary of Transportation for determination. In determining this responsibility the Secretary shall give consideration to the memorandum record provided for in Section II. The conclusions of the Secretary as to the extent and amount of such maintenance shall be final and conclusive as to all parties to this AGREEMENT.

**VI**

The LOCAL AGENCY agrees not to restrict below legal limits the size, weight, or speed of vehicles using the roads or streets covered by this AGREEMENT except as stated above under Vehicle Restrictions.

**VII**

No liability shall attach to the STATE or the LOCAL AGENCY by reason of entering into this AGREEMENT except as expressly provided herein.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT as of the party's date signed last below.

**LOCAL AGENCY**

**STATE OF WASHINGTON  
DEPARTMENT OF TRANSPORTATION**

By \_\_\_\_\_

By \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

HRD3 0132  
Exhibit B

Record of Condition Prior to Detour Usage

Video log by: \_\_\_\_\_ of WSDOT

Date of video log: \_\_\_\_\_

Inspected by: \_\_\_\_\_ of WSDOT

\_\_\_\_\_ of (Name of Local Agency)

Date of inspection: \_\_\_\_\_

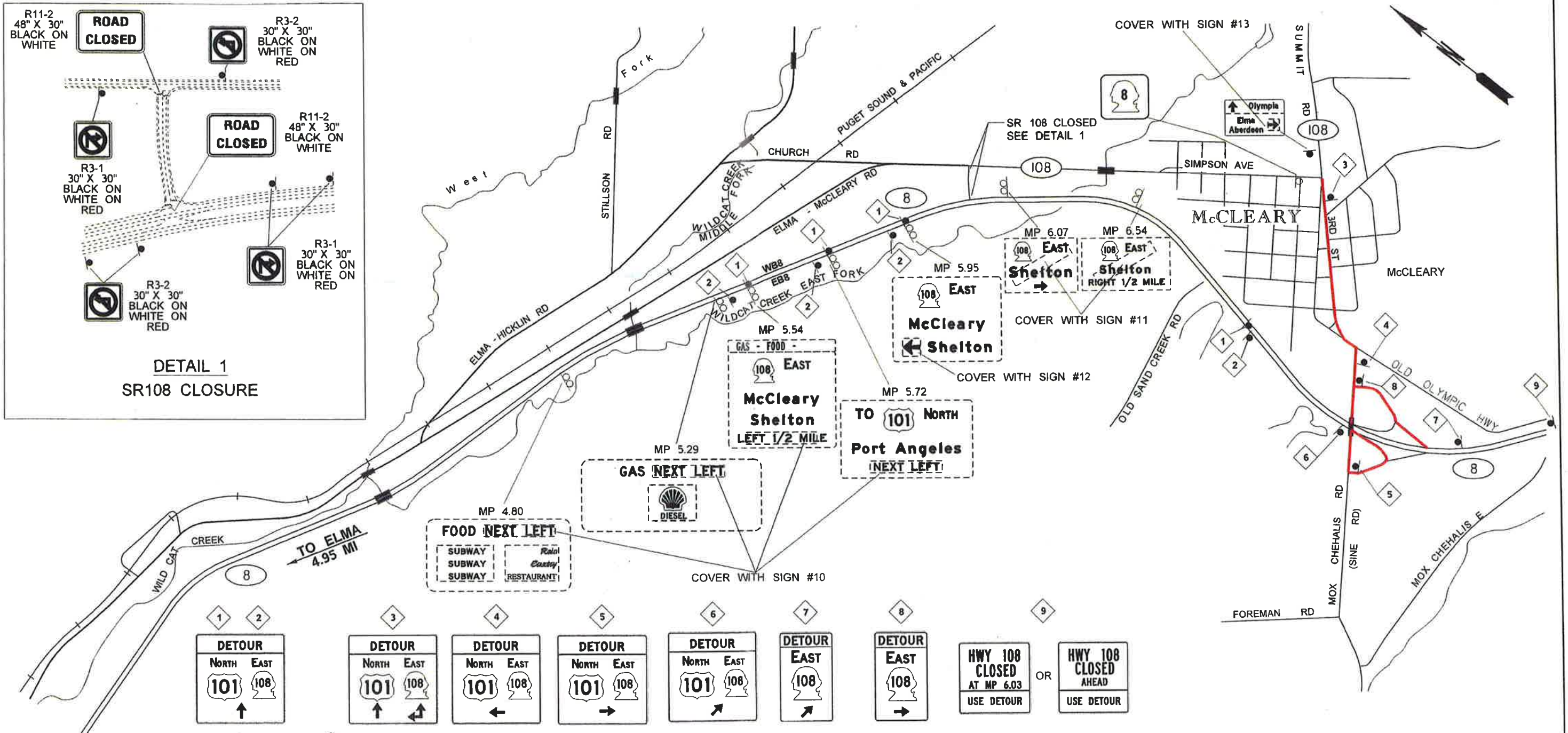
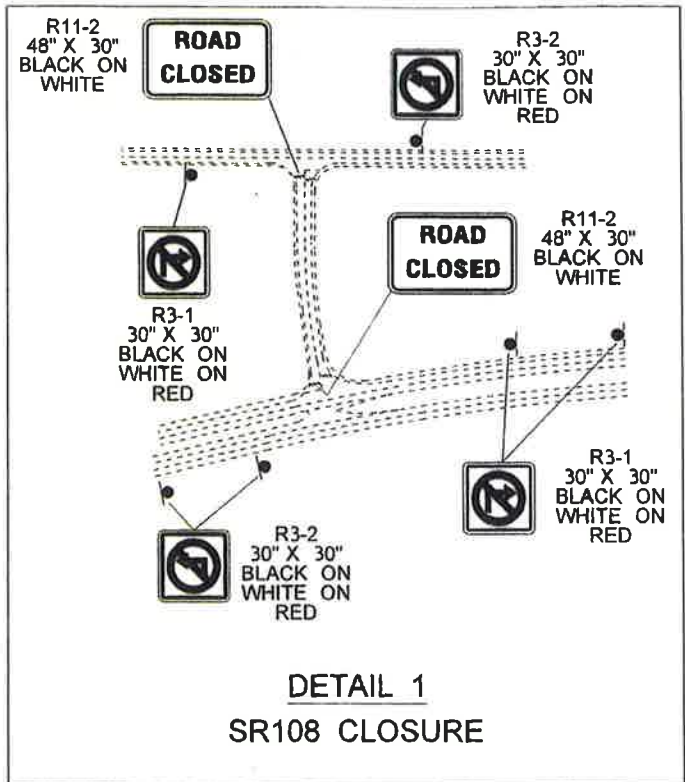
General Comments:

Specific Comments:

<u>Road/Street</u>	<u>Milepost/Location</u>	<u>Comments</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



P:\HQ\OLYMPIA\PP\W01P.WSDOT.LOC\WSDOT\Documents\HQ\Fish\_Passage\ORproj\008\005.01\_WILDCAT\Traffic\_CAD\Sheets\XL4580 & XL4581\_PS\_wz\_exhibit\_A.dgn



PLACE AT THE SAME MP DURING EB CLOSURE AND PLACE 200' IN FRONT OF THE EXISTING SIGNS FOR WB CLOSURE

**LEGEND**

- SIGN LOCATION - POST MOUNT (CLASS "A")
- ◆ SIGN NOTE FLAG
- DETOUR ROUTE

**DETOUR ROUTE FOR SR 108 CLOSURE**

**EXHIBIT A**  
**HRD3-0132**

- ◆ 10 USE DETOUR SP-1 72" X 12" BLACK ON ORANGE
- ◆ 11 CLOSED D8-202 MOD 66" X 12" BLACK ON ORANGE
- ◆ 12 ↑ SP-2 18" X 18" BLACK ON ORANGE
- ◆ 13 ↑ SP-3 12" X 12" BLACK ON ORANGE

**NOTES**

1. SEE STANDARD PLAN K-80.10 FOR CLASS A CONSTRUCTION SIGNING INSTALLATION.
2. ALL CONFLICTING SIGNS SHALL BE COVERED PER STANDARD SPECIFICATION 1-10.3(3)A. DURING SPEED ZONE REDUCTION. WB SR 8 MP 5.73 - SIGN CODE R2-1 (60 SPEED LIMIT 48"X60") WB SR 8 MP 6.8 - SIGN CODE R2-1 (60 SPEED LIMIT 48"X60") EB SR 8 MP 6.36 - SIGN CODE R2-1 (60 SPEED LIMIT 48"X60")
3. ALL SIGNS SHALL BE 48"X48" BLACK ON ORANGE UNLESS OTHERWISE SHOWN.

FILE NAME: c:\users\bentont\pw_wsdot\fdms48813\XL4580 & XL4581_PS_wz_exhibit_A.dgn TIME: 3:59:22 PM DATE: 8/8/2016 PLOTTED BY: BentonT DESIGNED BY: T. BENTON ENTERED BY: T. BENTON CHECKED BY: R. CRUMBLEY PROJ. ENGR.: K. MUELLER REGIONAL ADM.: K. DAYTON		REGION NO.: 10 STATE: WASH JOB NUMBER: 14C513 CONTRACT NO.: LOCATION NO.: XL4580/XL4581	FED.AID PROJ.NO.: DATE: P.E. STAMP BOX	<p>Washington State Department of Transportation</p>	SR 8 MIDDLE AND EAST FORKS WILDCAT CREEK REMOVE FISH BARRIERS EXHIBIT A	PLAN REF NO: SHEET OF SHEETS
--	--	---	--	--	--	---------------------------------



**City of McCleary**  
*Home of the McCleary Bear Festival*

September 8, 2016

Washington State Department of Transportation  
Attn: Chris Ehresmann  
PO Box 47440  
Olympia, WA 98504-7440

**SUBJECT:** SR 8 MP 6.8  
Middle and East Forks Wildcat Creek- Remove Fish Barriers  
Service Agreement SCX-3216  
Work Order XL- 4580/ XL4581

Dear Mr. Ehresmann:

In response to your letter of request for service for temporary roadway lighting, The City of McCleary agrees to provide electrical power to a Temporary Type B Pole Mounted Service on a temporary class 5 timber pole with down guy and anchor, conduit, riser and weatherhead to be installed by the departments contractor at the subject project location for the following estimated cost shown on the attached sheet.

We request that reimbursement for this service be made on an Actual Direct and Related Indirect cost basis.

Sincerely,  
**City of McCleary**

Todd Baun  
Director of Public Works

CC: File





**City of McCleary**  
*Home of the Bear Festival*

## CITY OF MCCLEARY UTILITIES BILLING SUMMARY

**NAME:** WSDOT  
**ADDRESS:** 0  
0

**DATE:** 08.23.2016  
**WORK ORDER #** 0  
**COMPLETED BY:** Nott

**JOB DESCRIPTION & ADDRESS:** Temporary 100A Service SR8 MP6.8

**SUMMARY**

	\$	2,632.12	NOTES
L&P WORK REQUEST TOTAL.....			<hr/>
MINUS APPLICATION FEE.....			<hr/>
Total Work Order Request less Application Fee	\$	2,632.12	<hr/>
MINUS DOWN PAYMENT .....			<hr/>
<b>REMAINING BALANCE</b>	<b>\$</b>	<b><u>2,632.12</u></b>	<hr/>



**Washington State  
Department of Transportation**

Olympic Region  
5720 Capitol Boulevard, Tumwater  
P.O. Box 47440  
Olympia, WA 98504-7440  
360-357-2600 / FAX: 360-357-2601  
TTY: 1-800-833-6388  
[www.wsdot.wa.gov](http://www.wsdot.wa.gov)

August 23, 2016

Todd Baun  
McCleary Light and Power  
100 South 3<sup>rd</sup> Street  
McCleary, WA 98557

Re: SR 8 MP 6.8  
Middle and East Forks Wildcat Creek – Remove Fish Barriers  
Service Agreement SCX-3216  
Work Order XL-4580/XL4581

Dear Todd Baun:

The Department of Transportation is requesting that McCleary Light and Power provide electrical power to a Temporary Type B Pole Mounted Service on a temporary class 5 timber pole with down guy and anchor, conduit, conduct, riser and weatherhead to be installed by the departments contractor.

Details regarding the request are shown on the attached power service agreement data sheet and Temporary Illumination Plans.

The service is located on SR 8 in the vicinity of W. Oak Street at MP 6.8. This service will be used for temporary roadway lighting.

The requested point of service is the nearest McCleary Light and Power service connection point.

Please review the attached plan sheet and provide a detailed estimate and cost breakdown for providing a connection to the new proposed service.

Reimbursement for this work will be made on an Actual Direct and Related Indirect cost basis. **We cannot prepay for work to be done under this agreement.** Please reply by September, 16, 2016, using a letterform similar to the attached sample.

If you find the full amount of work outlined herein to be acceptable and will perform the work, the Department will consider your response, bearing a duly authorized signature, to be an offer to provide the services. The Department will review the proposed and if acceptable, it will be executed by the State. You will be notified regarding acceptance of your offer and a copy of the document will be returned for your records.



Todd Baun  
August 23, 2016  
Page 2

**If you have any questions in regard to the design of this proposed system, please contact Mr. Terry Benton in our Olympic Region Traffic Office at (360) 357-2761 or by email at bentont@wsdot.wa.gov. Mr. Benton will provide you with all specific information related to the proposed system design.**

If you have any questions in regard to this request, contact Chris Ehresmann at (360) 570-6749.

Sincerely,



Peter M. Townsend  
Region Utilities Engineer

PMT  
CE

Attachments

cc: J. Perez  
T. Benton  
J. Newman  
C. Langhoff  
R. Landon  
K. Mueller  
J. Hall

(Utilities letter on Company stationary)

SERVICE AGREEMENT

(Date)

Washington State Department of Transportation  
Attn: Chris Ehresmann  
PO Box 47440  
Olympia, WA 98504-7440

Subject: SR \_\_\_\_\_ MP \_\_\_\_\_  
( Project Name )  
( Type of Service )  
Service Agreement No. \_\_\_\_\_  
( Project No. )

Dear Mr. Ehresmann:

In response to your letter of \_\_\_\_\_, ( Name of Utility ) agrees to provide  
( Type of Service ) at the subject project location for the following estimated cost:

( Detailed estimate and  
cost breakdown )

We request that reimbursement for this service be made on an Actual Direct and Related  
Indirect cost basis. (This Agreement cannot be prepaid)

Sincerely,

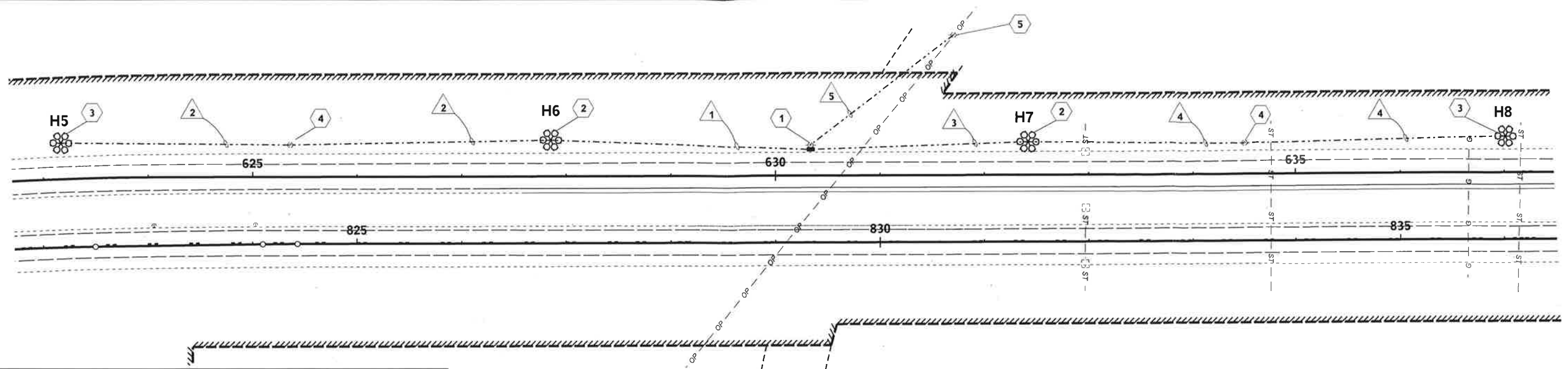
\_\_\_\_\_  
( Name )  
( Title )

STATE OF WASHINGTON  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
REGION UTILITIES ENGINEER

Date: \_\_\_\_\_

p:\HOLLYMA\PPP\WSPDOT.LOC\WSDOT\Documents\HQ\Fish Passage\08\005.01\_WILDCAT\Traffic\CAD\Sheets\XL4580 & XL4581\_PS\_IL\_Temp\_002.dgn



TEMPORARY WIRING SCHEDULE							
NO.	CONDUIT	MATERIAL*	ILLUM.				REMARKS
			CKT A #4	CKT A #6	CKT B #4	CKT B #6	
1	AERIAL	N/A	1				
2	AERIAL	N/A		1			
3	AERIAL	N/A			1		
4	AERIAL	N/A				1	
5	POWER SERVICE CONNECTION. INSTALL AERIAL CONNECTION AS DIRECTED BY THE SERVING UTILITY.						

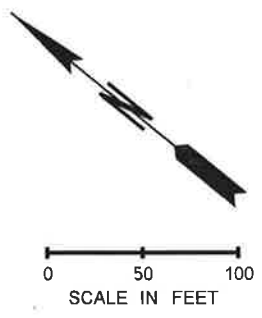
AERIAL CONDUCTORS SHALL BE ALUMINUM TRIPLEX.  
 AERIAL CONDUCTORS SHALL MAINTAIN A MINIMUM 25 FOOT CLEARANCE ABOVE ALL GROUND.  
 \* DEFINITION: PVC80 = SCHEDULE 80 PVC

BREAKER SCHEDULE						
TEMPORARY						
CIRCUIT	DESCRIPTION / LABEL	BREAKER RATING		CONTACTOR RATING	VOLTAGE	LOAD (KVA)
		POLES	AMPS			
--	MAIN	2P	100A	---	---	--
A	TEMP ILLUMINATION	2P	40A	---	240	5.7
B	TEMP ILLUMINATION	2P	40A	---	240	5.7
BUSWORK SHALL BE RATED AT 100 AMP MINIMUM					PEAK	12.4
					CONTINUOUS	11.4

TEMPORARY CONSTRUCTION NOTES	
NO.	DESCRIPTION
1	INSTALL A TEMPORARY TYPE B POLE MOUNTED SERVICE AND A TEMPORARY CLASS 5 TIMBER POLE WITH DOWN GUY AND ANCHOR, CONDUIT, CONDUCTORS, RISER AND WEATHERHEAD. SCX-3216
2	INSTALL HIGH MAST TIMBER LUMINAIRE IN ACCORDANCE WITH STANDARD PLANS J-15.10, J-15.15 AND LUMINAIRE SCHEDULE THIS SHEET.
3	INSTALL HIGH MAST TIMBER LUMINAIRE SUPPORT WITH DOWN GUY AND ANCHOR, IN ACCORDANCE WITH STANDARD PLANS J-15.10, J-15.15 AND LUMINAIRE SCHEDULE THIS SHEET.
4	INSTALL A TEMPORARY CLASS 5 TIMBER POLE.
5	SOURCE OF POWER IS AN EXISTING CITY OF McCLEARY UTILITY POLE # _____. COORDINATE WITH CITY THROUGH THE PROJECT ENGINEER TO INSTALL AREAL SERVICE CONNECTION.

TEMPORARY LUMINAIRE SCHEDULE										
LUMINAIRE NUMBER	SERVICE	CIRCUIT	LOCATION		TYPE - DISTRIBUTION - WATTAGE	H1	MAST ARM LENGTH	NUMBER OF LIGHTS	ANGLE BETWEEN LIGHTS	COMMENTS
			STATION	OFFSET						
H5	SCX-3216	A	WB8 LINE 623+18	35' LT	V - MEDIUM CUTOFF - 400 HPS	80	2.5	6	60	INSTALL HOUSE SIDE SHIELDS
H6	SCX-3216	A	WB8 LINE 627+85	34' LT	V - MEDIUM CUTOFF - 400 HPS	80	2.5	6	60	INSTALL HOUSE SIDE SHIELDS
H7	SCX-3216	B	WB8 LINE 632+42	32' LT	V - MEDIUM CUTOFF - 400 HPS	80	2.5	6	60	INSTALL HOUSE SIDE SHIELDS
H8	SCX-3216	B	WB8 LINE 637+01	35' LT	V - MEDIUM CUTOFF - 400 HPS	80	2.5	6	60	INSTALL HOUSE SIDE SHIELDS

- LEGEND**
- POWER POLE
  - EXISTING TYPE 1 JUNCTION BOX
  - EXISTING ELECTRICAL SERVICE CABINET
  - EXISTING BURIED CONDUIT
  - NEW BURIED CONDUIT
  - NEW AERIAL CONDUCTORS
  - EXISTING OVERHEAD POWER
  - EXISTING OVERHEAD POWER
  - EXISTING METAL LIGHT STANDARD
  - CONSTRUCTION NOTE
  - WIRE NOTE
  - TEMPORARY HIGH MAST TIMBER POLE



**NOTES:**  
 1. REFER TO ALIGNMENT AND RIGHT OF WAY PLANS FOR ALIGNMENT INFORMATION.

FILE NAME c:\users\benton\pw_wsdot\dms48813\XL4580 & XL4581_PS_IL_Temp_002.dgn	TIME 11:28:55 AM	DATE 8/23/2016	PLOTTED BY BentonT	DESIGNED BY T. BENTON	ENTERED BY T. BETON	CHECKED BY R. CRUMBLEY	PROJ. ENGR. K. MUELLER	REGIONAL ADM. K. DAYTON	REGION NO. 10	STATE WASH	FED.AID PROJ.NO.	JOB NUMBER 14C513	CONTRACT NO.	LOCATION NO. XL4580/XL4581		SR 8 MIDDLE AND EAST FORKS WILDCAT CREEK REMOVE FISH BARRIERS	PLAN REF NO TIL2
REVISION								DATE	BY	DATE		DATE		SHEET OF SHEETS			

**NOTICE OF INTENTION TO COMMENCE ANNEXATION PROCEEDINGS**

TO: The Mayor and City Council of the City of McCleary

The undersigned, who are the owners of not less than ten percent (10%) in value, according to the assessed valuation for general taxation of the property for which annexation is sought, hereby advise the City Council that it is the desire of the undersigned owners of the following area to commence annexation proceedings:


The property herein referred to is described on "Exhibit A"-legal description attached hereto and is depicted on "Exhibit B"-vicinity map further attached hereto.

It is requested that the City Council set a date not later than sixty (60) days after the filing of this request for a meeting with the undersigned to determine:

- (1) Whether the City Council will accept the proposed annexation;
- (2) Whether the City Council will require the adoption of zoning for the proposed area in substantial compliance with the City's Comprehensive Plan;
- (3) Whether the City Council will require the assumption of existing city indebtedness by the area to be annexed.

This page may be one of a group of pages containing identical text material and is intended by the signers of this Notice of Intention to be presented and considered as one Notice of Intention and may be filed with other pages containing additional signatures which cumulatively may be considered as a single Notice of Intention.

OWNER'S SIGNATURE      PRINTED NAME ADDRESS & DATE SIGNED      LEGAL  
DESCRIPTION or TAX PARCEL NUMBER

 Trevor E Belch For CMH Homes, Inc

Manager - 742 9/8/2016

Tax Parcel # - 180513320010

WA USA **WASHINGTON** DRIVER LICENSE



*Trevor Elliott*

4d LIC# **BELCHTE298LG**  
1 **BELCH**  
2 **TREVOR ELLIOTT**  
3 DOB **06-07-1971**  
8 **223 PINEHURST DR SW APT 201**  
**TUMWATER WA 98591-5275**  
15 Sex **M** 16 Hgt **6-00**  
17 Wgt **220** 18 Eyes **BLU**  
9 Glass 9a End **3**  
12 Restrictions **NONE**

DONOR

4a Iss **10-28-2014**



4b Exp **06-07-2020**

5 DD **BELCHTE298LG3314381411238**

Rev 09-16-2009

ANNEXATION OF PROPERTY INTO CITY OF MCCLEARY

EXHIBIT A AND B

OWNER – CHM HOMES

PARCEL # - 180513320010

SITUS ADDRESS- 11 MCCLEARY ROAD

LEGAL – E ¼ NW SW LYN N OF CO RD

SITE MAP

