



NAPAVINE CITY COUNCIL MINUTES
April 25, 2017, 6:00 PM
City Hall 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor Sayers called the Napavine City Council Meeting to order at 6:00 pm and led the flag salute.

ROLL CALL:

Council members present: Mike Wood, Larry Stafford, Scott Hamilton, Shawn O'Neill, and Jim Haslett.

PUBLISHED AGENDA:

Mayor has a couple things to add to the published agenda: New Business: Resolution 17-04-78 Development Agreements, Resolution 17-04-79 Appointment Clerk-Treasurer and TIB Emergency Street Repair Grant and Staff & Council Reports: Mr. Hamilton asked to be added, Shawn O'Neill, Jim Haslett, Flood Authority. Motion to approve agenda with the additions by Councilor Haslett, second by Councilor Wood, motion carried unanimously.

CONSENT/APPROVAL AGENDA: COUNCIL MINUTES:

Motion by Councilor Haslett of April 11, 2017, second by Councilor Wood, motion carried unanimously. Councilor Haslett's stated his comment he made at the April 11, 2017, meeting on Resolution 17-04-77 was based on bad information and does not feel the Mayor has sole authority to hire & fire city attorney, but the minutes are correct.

CITIZENS BUSINESS:

Todd Mason, Mason Engineering representing Kevin Klumper for a project on Sommerville Road stated his frustration on the process for lack of volunteers on the Planning Commission, however there was no quorum but they did have a discussion and they liked what they saw. They are asking for deferral on the frontage area which is out of the ordinary. The project consists of storage units and duplexes which are the same on Park Street 12 units, 6 duplexes and an office to manage his properties.

Jeremy Money, Bethel Church, extended gratitude to Cris Dodd and Bryan Morris for their help on the Bethel Church daycare project and on permitting deadline by September 1st.

Bob Bozarth has been working with Cris Dodd and Bryan Morris, has never been treated so well on the Bethel Church job and it's like a breath of fresh air has swept into Napavine and thanked everyone for doing a tremendous job and the city will blossom if we continue in this direction. Councilor Haslett also wanted to commend city staff for their cooperation in helping council to understand what is happening in the city and that the council is now on the floor. Bob Bozarth wanted to thank Bryan Morris, that he is really been a big anchor to help Bethel Church with the water line project.

LaVerne Haslett, concerned about a couple issues from the council last year that they may not have been done legally and may need to be re-done; one is the 2017 Budget and Contract on Well #6. Councilor Haslett asked what was done illegally besides the defacto, LaVerne Haslett stated there was no final hearing on the 2017 Budget, and citizens were not allowed to speak. **Mike Hamilton** stated he supports LaVerne Haslett on this and that it be revisited.

STAFF & COUNCIL REPORTS:

Bryan Morris Public Works Director: stated Well #5 has been overflowing does not meet Dept. of Health requirements and needs a water tight cap on the casing. He provided a quote from Skyline Pump to fix the well head for \$880. Morris reported that he will be smoke testing the sewer line for leaks from Vine to Washington, to 8th Ave and Meadow Lane. Questions were asked if the smoke used is toxic, Morris researched the MSDS data sheet which the chemical is not toxic. If a leak is found a letter will be sent to residence where a leak was found. Morris also reported that the water system was treated and it reached all the areas of the water system.

Cris Dodd Community Development Administrative Assistant: reported that the new barrels with flowers at Mayme Shaddock Park were donated by Rob & Gobi Morris.

Mary Wood Clerk-Treasurer: reported discovery of some utility accounts that were billed in error where one account that was billed which the mobile home was moved to Pierce County, another home was billed in error in Stadium Estates that was sold in November 2015, which the new owner has never been billed for sixteen months totaled \$1,680. Wood questioned council about a payment plan and any late fees. Advised council that Sharri and I have not been trained on the billing software and asked Vision to move the city up in the billing upgrade. Vision will charge \$85 per hour plus travel per diem or we can go to Spokane for \$45 per hour, Wood also stated she contacted Toledo for assistance and they provided with step by step directions. Discussion further on the billing process and council questioned if the owner never questioned why they not received a bill over a year, which they were using the water they should have some responsibility and pay part of the late fees. Discussion on the battery of the hand held meter read unit and the meters that they go bad as well as discussion about replacing the meter read unit in 2018. Consensus from Council that the homeowner share in the responsibility and have staff draft a letter and have Mayor sign. Discussion to set a workshop date on ordinance updates at the May 9th council meeting. **Bryan Morris** asked to have street tree ordinance be added to the workshop.

Mayor Sayers: reported the city received information about RCO Grant on storm water study, they need a representative to attend the meetings, Shawn O'Neill volunteered to attend.

Councilor Scott Hamilton: addressed the council about discussion of sensitive issues that come before the council regarding personnel, or litigation issues facing Napavine, executive sessions that is critical to the running of the city and confidential information with a memorandum not to be shared with a third party and then read about it in the newspaper. A lengthy discussion followed on this topic. Point of Order called by City Attorney Bill Hillier. Municipal Code 2.12 states the City Attorney is appointed by the Mayor.

Councilor Haslett move to terminate the retainer with city attorney, second by Councilor Wood, discussion followed with Bill Hillier and Councilor Haslett. Councilor Stafford moved to adjourn. Councilor Haslett stated there is a motion on the table.

Mayor Sayers called for a five minute recess at 7:28. The City Council meeting was called back in session at 7:33 p.m.

Councilor Shawn O'Neill: reported the Sewer Operating Board is no longer in operation through the construction of Regional Wastewater Treatment Plant operated by City of Chehalis and there will be no more increase in our sewer rates per Patrick with Chehalis Public Works the five year contract of increase in flow since Napavine is only about 50% capacity.

OLD BUSINESS:

RESOLUTION NO. 17-04-77 Terminate Retainer Agreement with City Attorney:

Motion by Councilor Haslett to terminate retainer agreement with city attorney Hillier, Scheibmeir & Kelly and to negotiate with another attorney, second by Councilor Wood, discussion Mayor Sayers reported that Bill Hillier resigned effective immediately, Mayor called for vote by show of hands; Councilor Wood yay, Councilor Stafford Nay, Councilor Hamilton Nay, Councilor O'Neill Yay, Councilor Haslett Yay, motion carried. **Mayor Sayers** informed Council that Bill Hillier resigned tonight effective immediately.

NEW BUSINESS:

VOUCHERS: April 25, 2017, Vouchers 33907 to 33933 in the amount of \$18,380.32, Electronic Payments from April 12, 2017 to April 25, 2017 in the amount of \$7,981.88, and ACH Direct Deposit Payroll in the amount of \$14,016.12 for a Grand Total of \$40,378.32.

Motion by Councilor Haslett to approve the vouchers, second by Councilor O'Neill, motion carried unanimously.

Item B Confirmation City Clerk-Treasurer moved to Item J with Resolution 17-04-79.

Ordinance 558 Commercial Vehicle Restrictions on Mill Road:

Motion by Councilor Haslett to suspend the rules and adopt Ordinance 558 on first and second reading, second by Councilor Wood, motion carried unanimously.

Ordinance 555 Cross Connections: Morris stated this is a mandate to inspect once a year, in October and the city will bill the business for the cross connection inspection; discussion followed. Motion by Councilor Haslett to suspend the rules and approve on first and second reading, second by Councilor Wood, motion carried unanimously.

Ordinance 559 Posting Places:

Councilor Haslett move to suspend the rules and approve Ordinance 559 on first and second reading, Second by Councilor O'Neill, motion carried unanimously.

SCJ Alliance Contract:

Cris Dodd stated that SCJ Alliance is updating our Comprehensive Plan and is asking for an increase in their contract by \$2,000 and the city signed the Grant last council meeting for \$5,000 to cover the expense. Motion to approve the contract by Councilor Hamilton, Second by Councilor Stafford, motion carried unanimously.

Set Public Hearing on Comprehensive Plan:

Comprehensive has a final draft and council was provided a copy in their packet, deadline to approve is approaching and will be posted online, recommend for next meeting at 6 pm. Motion by Councilor Hamilton to set the public hearing on the Comprehensive Plan for May 9, 2017 at 6 pm, Second by Councilor Stafford, motion carried.

Confirmation of Planning Commission Appointees – Mayor:

Mayor Sayers reported that Don Webster, Larry Hamilton and Sandy Weidiger are appointed to the Planning Commission, consensus of council approved.

Resolution 17-04-78 Approval of Developer's Agreement/Rescind Resolution 13-05-52:

Cris Dodd explained what is usually in a Developer's Agreement and discussion that this should be approved by the City Council. Mike Hamilton informed the council of an agreement that his dad was forced to sign to get a building permit for Burger King and was for ten years and was relieved when it expired. Mayor Sayers stated that developer's agreement should be brought before the council for approval; Cris Dodd stated that she has been researching fees for development, Bryan Morris stated he has been researching an increase in tax by a half percent for patrons that visit Loves in Olympia and raised \$200,000. Motion by Councilor Hamilton to approve the Resolution 17-04-79, second by Councilor Stafford, motion carried unanimously.

Resolution 17-04-79 Appoint Clerk-Treasurer: Mayor

Mayor Sayers stated this needs to pass before confirmation and swear in of Clerk-Treasurer. Motion by Councilor Hamilton to approve Resolution 17-04-79, Second by Councilor O'Neill, motion carried, with Councilor Wood Abstain. Mayor Sayers swore in Mary Wood as Clerk-Treasurer.

TIB Emergency Repair Grant: Morris

Public Works Director Morris explained this grant will repair the pothole on Rush Road and the area in front of Loves, this is on a first come and first serve with a city match for \$1,287. Councilor Hamilton move to approve the TIB Grant, Second by Councilor Stafford, motion carried unanimously.

ITEMS FOR COUNCIL CONSIDERATION:

Set Workshop Date Development Fees – Councilor Wood

Would like to set a workshop on a Thursday to discuss development fees to try to get some development going. Councilor Wood move to set the workshop for Thursday, May 11, 2017 at 6 pm, second by Councilor Haslett, motion carried unanimously.

Engineering Qualifications – Councilor Wood:

Councilor Wood stated that we should not automatically renew a contract annually just because we have used them. Explanation of the Engineering Scope and the annual process as well as the Small Works Roster. Clerk-Treasurer Wood called point of order, skipped Item C.

Sign Ordinance i.e. Exit 72 Business Locations – Wood:

Councilor Wood would like see a sign ordinance to allow businesses to put a sign up for informational and directional to promote their business. Dodd advised that our sign ordinance is like the water plan, planning commission wants to work on updating the sign ordinance to make it easier and move it along faster than our current process.

Well 6 Options – Wood:

Councilor Wood explained his display of food with the sodium content and to compare it to the sodium content in Well 6. Discussion on the contract for the Ozone Treatment, question when did Council approve to go to bid, Clerk-Treasurer looked back through all the minutes and could not find where Council approve to go to bid, the publication or public hearing, Former Clerk-Treasurer explained the process that should be followed. Would like to set a workshop to further discuss the city's option for Well #6. Councilor Wood move to set a workshop for Well #6 on May 4th at 6 pm, second by Councilor Stafford, motion carried unanimously.

GOOD OF THE ORDER:

Bob Bozarth stated the County website is stating the Napavine's council meetings are on the wrong week. Councilor Jim Haslett reported on the flood control met for lunch in Olympia and they spend a lot of money for critter pads, \$450 million on how they can help with flood control for ten (10) years.

ADJOURNMENT:

Motion by Councilor Hamilton to adjourn, second by Councilor Stafford, motion carried unanimously. Meeting adjourned at 8:48 p.m.

Respectfully submitted,

John Sayers, Mayor

Council Member

Mary Wood, Interim City Clerk