

NAPAVINE CITY COUNCIL MINUTES
August 22, 2017 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor John Sayers called the regular city council meeting to order at 6:00 pm and led the flag salute.

ROLL CALL:

City Council Present: Councilors Mike Wood, Scott Hamilton, Shawn O'Neill and James Haslett. Absent Councilor Larry Stafford. Motion to excuse Larry Stafford by Councilor Hamilton, second by Councilor O'Neill, Councilor's Hamilton, O'Neil and Haslett vote yah, Councilor Wood vote nay, motion carried.

City Staff Present: Clerk-Treasurer Mary Wood, Cris Dodd Community Development, and City Attorney James M.B. Buzzard.

CONSENT/APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Motion to approve the minutes of the August 8, 2017, by Councilor Hamilton, second by Councilor Wood, motion carried unanimously.

Motion to approve the minutes of the August 12, 2017, Workshop on Fill Permits by Councilor Hamilton, second by Councilor Wood, motion carried. Councilor Hamilton stated he appreciate the comments of Bob Bozarth at the fill permit workshop. Councilor Wood thanked Bob Bozarth for donating his assistance with the pothole repairs on Woodard Road.

STAFF & COUNCIL REPORTS:

Cris Dodd, Community Development: Commented on the Welcome to Napavine sign at the "Triangle" was removed due to the rot of one of the posts has rotted through and the other post has all the electrical on it and is still useable. A suggestion to contact the school's new Superintendent to have state championship sign up at the triangle. Councilor Wood suggested to put the planter box as it was with cinder blocks and maybe put a lighted sign up. Councilor Hamilton stated he's received comments from citizens for a more modern style of Christmas lights at the triangle. Clerk-Treasurer Wood and Deputy Clerk Salyers stated they've looked at a catalog for new LED Christmas lights for the triangle to match the theme of Napavine with a cost of \$80,000. Also suggestion of a Veteran's display possibly for the triangle with support of the American Legion.

Clerk-Treasurer Wood: Informed the City Council that the city received notice from Mark Scheibmeir that the Court of Appeals ruled on the Rush Road LID which the city prevailed. Mike Hamilton questioned about Mark Scheibmeir is still on the payroll. Clerk-Treasurer Wood and City Attorney Buzzard explained that Mr. Scheibmeir is handling the Hamilton Appeals due to the conflict of Interest

OLD BUSINESS:

Ordinance 561 Sprint Franchise Agreement: Clerk-Treasurer reported that the terms were finally agreed upon between the city and Sprint and that the Utility Tax rate was the main piece of contention with Sprint which has been ratified. Clerk-Treasurer Wood stated this Ordinance was passed on first reading back on July 25, 2017. Motion by Councilor O'Neill to approve Ordinance 561, second by Councilor Hamilton, motion carried unanimously,

ORDINANCE NO. 561

AN ORDINANCE GRANTING A NONEXCLUSIVE FRANCHISE TO SPRINT COMMUNICATIONS COMPANY L.P. A DELAWARE LIMITED PARTNERSHIP TO INSTALL, OPERATE, MAINTAIN, USE AND/OR REMOVE UNDERGROUND FIBER OPTIC COMMUNICATIONS SYSTEM AND FACILITIES WITHIN THE CORPORATE LIMITS OF THE CITY OF NAPAVINE, WASHINGTON

NEW BUSINESS:

VOUCHERS: August 22, 2017; Accounts Payable Vouchers 34136 – 34165 is the amount of \$51,121.39, Electronic Payments from 8/9/17 – 8/22/17 in the amount of \$8,235.36 and ACH Direct Deposit of 8/1/2017 in the amount of \$15,754.06 for a grand total in the amount of \$75,160.81. Motion by Councilor Hamilton to approve the vouchers, second by Councilor Wood, motion carried unanimously.

Six Year Street Plan – Public Works Director Morris: Clerk-Treasurer Wood reported that the city held a public hearing on August 8th and the council needs to adopt the Six Year Street Plan so it can be submitted to Washington State Department of Transportation for future street funding. Motion by Councilor O’Neill to approve the Six Year Street Plan as presented, second by Councilor Haslett, motion carried unanimously.

Set Preliminary Budget Workshop – 8/29/2017 with Department Heads: Mayor Sayers stated he would like to set a workshop for Tuesday, August 29, 2017 at 6:00 p.m. to meet with each Department Head for up to 30 minutes to report where they are at in the current budget and what their wishes are for 2018. Motion by Councilor Haslett to set the workshop as requested on August 29, 2017 at 6:00 pm, second by Councilor Wood, motion carried unanimously.

Resolution 17-08-86 Disbursement Policy: Clerk-Treasurer Wood: Wood reported that during the last Audit with the State Auditor’s management letter stated the city needs to adopt a disbursement policy authorizing the payment of voucher’s prior to the council meeting and appointing agents as stated in the RCW which is in the body of this Resolution. Discussion on the content of Resolution and Councilor Hamilton questioned who is authorized to pay the bills prior to the council approval, Mayor stated there is three people authorized to sign the checks. Hamilton stated with the city being a Mayor-Council form of government and thinks the Mayor should be added to approve the invoices. City Attorney explained this resolution is the first step and will not take effect until step #3 takes effect and nothing changes in business affairs of the city. Motion to approve Resolution 17-08-86 by Councilor O’Neill, second by Councilor Haslett, question by Clerk-Treasurer Wood to City Attorney as to whether Councilor Wood would need to abstain, response from Attorney Buzzard is no, there is no monetary gain. Mayor called for vote, motion carried unanimously.

RESOLUTION NO. 17-08-86

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPAVINE, LEWIS COUNTY, WASHINGTON APPOINTING OF AUDITING OFFICER (S) FOR THE PURPOSE OF AUTHORIZING THE DISBURSEMENTS OF WARRANTS (VOUCHERS) AND ELECTRONIC TRANSACTIONS PRIOR TO FORMAL CITY COUNCIL APPROVAL.

Councilor Hamilton: stated he would like to be clear on the necessity to adopt the necessary policy to move forward. Discussion on the need for financial policies as recommended by the auditor’s office.

COUNCIL CONSIDERATION:

Councilor Haslett thanked Councilor Hamilton for taking on the park project and observed the use of Mayme Park and the kitchen is getting dangerous and the liability from the condition of the kitchen. Councilor Hamilton reported there are contractors are interested in working on the park when the buy season slows down.

Councilor Hamilton: Questioned the sewer connection of the McNelly residence and who would have to pay for the connection, Dodd and Wood stated the city has been working with the seller and buyer and they have agreed to split the costs and the realtor has spoken with Bryan Morris to help save costs and they were happy about this.

Councilor Hamilton: stated at the last meeting Mike Hamilton was willing to sell water to the city and suggest the city look at all options to grow for future growth such as an inter-tie with City of Chehalis for water down at Exit 72. Councilor Haslett and Wood will be attending the round table meeting on August 23rd to discuss option for Well #6. Councilor Haslett suggest the Mayor set a workshop for options on water rights and Well #6 and to plan ahead for future water needs.

Councilor Hamilton: The Grahams have announced a couple weeks ago that Taco Bell will be opening and what is the city doing to notify the media for a Grand Opening ribbon cutting ceremony and that the city is open for business and is supporting business growth at Exit 72.

CITIZEN COMMENTS: Non-Agenda Items:

Sandy Weidiger: Stated her mother suggested the city have a Welcoming Committee with a welcome bag with information on the local business, Councilor Wood questioned who would do this, response was volunteers.

Bob Bozarth, Woodard Rd thanks the city for the asphalt grindings on Woodard Rd for a good Band-Aid to help throughout the winter.

Patty Alvord, Stadium Estates stated she appreciated the No Parking This Side of Street and was asking when will the police be enforcement.

LaVerne Haslett, stated in relation to the 2018 budget and asked if Clerk-Treasurer Wood needed help with the revenue forecasting and would like to help with that portion of the budget process. Clerk-Treasurer Wood stated she could use help and needs help with the spreadsheets for estimating an increase in sales tax revenue of .02 percent.

Councilor Wood, stated the city needs volunteers to help with folding and stuffing envelopes regarding the tree letter to residents. Gabi Morris volunteered to help staff with folding the letters.

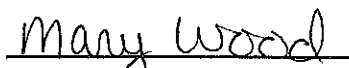
Clerk-Treasurer Wood: reported to council a complaint from Neva Groves that her son's name is no longer on the park benches and would like his name put back on the bench. Carrie Steffen had volunteered a year ago to replace the names on the park benches and Cris Dodd stated she will contact her.

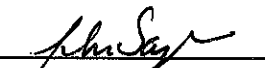
ADJOURNMENT:

Motion by Councilor Hamilton to adjourn, second by Councilor Wood, motion carried unanimously. Meeting adjourned at 6:59 p.m.

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <http://media.avcaptureall.com/index.html#/?search=agency:%20City%20of%20Napavine,%20WA> and can be heard.

Respectfully submitted,


Mary Wood, Clerk-Treasurer


John Sayers, Mayor


Councilor