



**CALL TO ORDER:**

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

**ROLL CALL:**

**City Council Present:** Councilors Mike Wood, Larry Stafford and James Haslett. Councilors Scott Hamilton and Councilor Shawn O'Neill were absent. Motion to excuse Councilors Hamilton and O'Neill by Councilor Haslett, second by Councilor Stafford, motion carried unanimously.

**City Staff Present:** Clerk-Treasurer Mary Wood, Community Development Cris Dodd, Public Works Director Bryan Morris and City Attorney James M.B. Buzzard.

Mayor Sayers stated before approval the agenda to ask that all present provide professional respect for each other and the employees of the city whom are the back bone of the city.

**CONSENT/APPROVAL OF AGENDA:**

Mayor Sayers reported that item #2 Ordinance 566 of new business to be tabled, Councilor Haslett moved to approve the agenda as amended, second by Councilor Stafford, motion carried unanimously,

**APPROVAL OF MINUTES:**

Motion to approve the minutes of the September 12, 2017 council meeting by Councilor Haslett, second by Councilor Wood, motion carried unanimously.

**STAFF & COUNCIL REPORTS:**

**Bryan Morris, Public Works Director:** reported that they city had five water leaks with one guy and doing the best they can with one guy. The temporary seasonal employee's last day was Friday. Councilor Wood stated that other staff needs to step up and help with public works.

**Cris Dodd, Community Development:** Dodd reported that she has spoken with Jerry Owens whom is willing to donate time and materials, we can get poles from PUD, which they don't have any available at this time. Larry Stafford knows Jerry to get the poles and can work together to get the sign back up and the school can add signs at a later date. Councilor Wood asked if the sign will be lit, Dodd stated that we can add a flood light, Stafford stated good to add LED light and should be done by mid-October.

**Mary Wood, Clerk-Treasurer:** Wood asked Council for some overtime for Sharri Salyers to get the records retention ready for when LeMay Mobile Shredding comes on Monday, October 2nd, consensus of the council approved.

**OLD BUSINESS:**

**Ordinance 565 Fill Grade Permit - Second Reading:**

Councilor Haslett commented on the additional items added to the Ordinance regarding allowed fill and restricted fill. Councilor Wood stated it would be more infinitive and to state everything we don't want used for fill. Motion by Councilor Haslett to approve ordinance 566 on Second Reading, second by Councilor Wood, motion carried unanimously.

**ORDINANCE NO. 565 – SECOND READING**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON ADDING TO THE NAPAVINE MUNICIPAL CODE A NEW SUBSECTION PROVIDING FOR THE REGULATION OF GRADING, EXCAVATION AND LAND FILLING.**

**Resolution 17-09-87 Purchasing & Procurement Policy:**

Clerk-Treasurer Wood stated this was tabled from last council meeting and the only changes were on pages 11 and 12 regarding bid bonds with the recommended changes by our city attorney. Councilor Haslett moved to approve Resolution 17-09-87, second by Councilor Wood, motion carried unanimously.

**RESOLUTION No. 17-09-87**

**A RESOLUTION ADOPTING THE FEDERAL AWARD STANDARDS AND PURCHASING AND PROCUREMENT POLICY FOR THE CITY OF NAPAVINE**

**Well #6 Water Plus Pilot Testing:**

Councilor Haslett reported the city had a really good workshop with two viable options from Doctor Hamilton and Water Plus which the city would need to do a pilot test. Clerk Treasurer Wood reported that she spoke with Ron Gamble from Water Plus, and an email where he stated the pilot test would be between \$4,000 and \$5,000 which included the equipment rental for one month, media and shipping from Illinois, and they would provide the setup at no charge; they provided a blanket agreement and was hoping to have a completed contract prior to the council meeting, but was not able to get it done. Motion by Councilor Haslett to approve the pilot testing agreement, Councilor Stafford suggested the attorney review the contract prior to approval, motion died for lack of a second. Attorney to review the contract and table to the next meeting.

**NEW BUSINESS:**

**VOUCHERS: Accounts Payable Vouchers 34196-34228 in the amount of \$106,315.09; Payroll vouchers 34194-34915 in the amount of \$753.75; Electronic payments from 9/13/2017 to 9/29/2017, in the amount of \$25,525.63 and direct payroll deposit in the amount of \$15,855.62; for a grand total of \$148,450.09.** Motion by Councilor Haslett to approve the vouchers, second by Councilor Stafford, motion carried unanimously.

**ORDINANCE 566 LC PUD Franchise:** Tabled to next council meeting.

**ORDINANCE 567 Low Income Senior and Disabled Citizens - First Reading:**

Mayor Sayers stated this ordinance is well written and easy to read. Clerk-Treasurer Wood recommends the council suspend the rules and adopt on first and second reading. Councilor Wood moved to approve the ordinance 567 Low Income Senior and Disabled Citizens on first reading, second by Councilor Haslett, motion carried unanimously.

**ORDINANCE NO. 567 First Reading**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AUTHORIZING SENIOR CITIZEN AND DISABLED CITIZEN DISCOUNTS FOR UTILITY BILLING IN THE NAPAVINE**

**MUNICIPAL CODE AS CHAPTER AS 13.03 AND ESTABLISHING THE EFFECTIVE DATE  
HEREOF.**

Councilor Wood moved to approve Ordinance 567 Low Income Senior and Disabled Citizens on second reading, second by Councilor Haslett, motion carried unanimously.

**ORDINANCE NO. 567 Second Reading**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AUTHORIZING SENIOR  
CITIZEN AND DISABLED CITIZEN DISCOUNTS FOR UTILITY BILLING IN THE NAPAVINE  
MUNICIPAL CODE AS CHAPTER AS 13.03 AND ESTABLISHING THE EFFECTIVE DATE  
HEREOF.**

**Ordinance 568 Water System Update:**

Clerk-Treasurer Wood reported that this ordinance re-writes the entire water code and covers a wide range of definitions, construction, premises, billing, connections, hotel/motels, water leaks and other items discussed during the workshops. Councilor Haslett moved to approve Ordinance 568, Water System Update and second by Councilor Wood, discussion Public Works Director Morris asked about private wells, Clerk-Treasurer Wood stated it was removed as we discussed, motion carried unanimously.

**ORDINANCE NO. 568**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, PROVIDING FOR THE  
OPERATION AND REGULATION OF THE PUBLIC WATER SYSTEM OF THE CITY;  
REGULATING THE CONSTRUCTION, INSTALLATION, USE, AND MAINTENANCE OF  
PUBLIC ~~AND PRIVATE~~ WATER SERVICE LINES; AUTHORIZING RATES AND CHARGES FOR  
WATER SERVICE CONNECTIONS; PROVIDING FOR LIENS FOR UNPAID CHARGES AND  
THE ENFORCEMENT AND FORECLOSURE THEREOF; REPEALING ORDINANCE NO. 166,  
PASSED IN 1990; ORDINANCE 508 PASSED IN 2012; AND ORDINANCE NO. 520, PASSED  
IN 2013; IN THE NAPAVINE MUNICIPAL CODE AS CHAPTER 13.02 AND 13.04 AND  
13.12; AND REPEAL RESOLUTION NO. 96-02-01 AND ESTABLISHING THE EFFECTIVE  
DATE HEREOF.**

**Ordinance 556-B 2017 Budget Amendment:**

Clerk-Treasurer Wood explained the Budget Amendment bullet points explaining funds that were increased as well as the Salary Schedule and Allocation with the increase hours for the Clerks-Treasurer's Office and the Police Department. Motion by Councilor Haslett to approve Ordinance 556-B on first reading, second by Councilor Wood, motion carried unanimously.

**ORDINANCE NO. 556-B First Reading**

**AN ORDINANCE AMENDING THE 2017 BUDGET OF THE CITY OF NAPAVINE, AS  
ADOPTED BY ORDINANCE NO. 556**

Motion by Councilor Haslett to approve Ordinance 556-B 2017 Budget Amendment on second reading, second by Councilor Wood, motion carried unanimously.

**ORDINANCE NO. 556-B Second Reading**

**AN ORDINANCE AMENDING THE 2017 BUDGET OF THE CITY OF NAPAVINE, AS  
ADOPTED BY ORDINANCE NO. 556**

**Lewis County Radio Contract:**

Chief Salyers explained the contract to council as well as the need for a backup vendor for radio repair if our other vendor is not available. City Attorney Jim Buzzard recommend to table until further review of the contract language for changes. Motion by Councilor Haslett to table the Lewis County Radio Contract, second by Councilor Wood, motion carried.

**COUNCIL CONSIDERATION:**

**NOISE ORDINANCE:** Councilor Wood reported that he recommends changing the hours of construction in the residential zones only from 7 am to 9 am during the school year of September 15 to June 15 for the safety of school children in the residential areas. This would not affect the commercial zoning. Motion to table until the next council meeting by Councilor Haslett, second by Councilor Stafford, motion carried.

**RESTRUCTURE CITY STAFF:** Councilor Haslett recommends the restructure of city staff be set to a workshop. Motion by Councilor Haslett to set a workshop for next Tuesday. Councilor Wood asked why can't we discuss it now. Rob Morris asked to say something, Councilor Wood stated no, Rob Morris stated it's not up to you to Councilor Wood, Mayor Sayers stated no, no. LaVerne Haslett asked to comment. Motion by Councilor Haslett to set a workshop for Tuesday, October 3rd at 6 pm, Second by Councilor Stafford, Councilor Haslett and Stafford yay and Councilor Wood voted nay, motion carried.

***LaVerne Haslett*** stated it is imperative that we discuss this for budget purposes, Mayor Sayers stated the efficiency got a lot better by combining the Clerk-Treasurer's Office. Councilor Haslett stated there needs to be some changes where Public Works has one person and Community Development has three people. Clerk-Treasurer Wood stated that we cannot put together a budget without a salary schedule which needs to be cost allocated with supporting documentation. LaVerne Haslett explained a revised salary schedule with restructuring to plan for another officer, a clerk, more hours for the police clerk, and community development guys move to public works. Councilor Wood stated that no one will lose their job.

**Utility Deposits, Clerk-Treasurer Wood** reported that there are several accounts that are in arrears and some accounts are in collections and the city have not received any payments from accounts in the collections. Currently there are over \$23,000 in outstanding utility bills. There are three accounts that need to have a lien placed on the property. Mayor Sayers would like a report of the outstanding accounts.

**CITIZEN BUSINESS:**

**Tim Schmidt, 115 Stadium Way, Napavine, WA.** Apologize to the city for his behavior earlier this year, and commend the Chief of Police, Chris Salyers for his help during that time and thanked Mary Wood for her outstanding help with his utility billing during that time.

**Tom Crowson:** explained the Kirkbride Group estimate which is included in the council packet and shared an article from the chronicle on the 43-acre project in Centralia for the Fred Meyer center along with other businesses and the anticipated revenue from this project, employment, as well as infrastructure improvements. Working with Bryan on the needs of the city for a 12" main, a private well and turn it over to the city or negotiate. Bryan Morris explained the water rights and the time it takes to obtain water rights takes at least two years.

**LaVerne Haslett, Napavine:** concerned about the ordinances being available to the citizen for review prior to the council's approval. Attorney Buzzard stated he's concerned about the changes that happen through the review process and the edits could be confusing to the public. Clerk-Treasurer Mary Wood stated to those present that there is a notebook in the Clerk's Office available to the public to view all ordinances that has been brought before the council in 2017.

**Christine Smith Johnson, 508 Railroad Way NW,** addressed council of no street light on their street and it is too dark which they keep all their lights on and porch lights. They had two thefts this past month of tools and a motor off the boat was stolen which was padlocked. Bryan Morris stated the cost is too great about \$20,000 to put a new light in which would be best to petition to LC PUD for a new light. Mayor Sayers suggest to look into this to see what the city can do. Bob Bozarth stated if a power pole is close to the property, PUD will put a light on the pole.

**EXECUTIVE SESSION:**

Mayor Sayers adjourned the regular city council meeting to an executive session for twenty (20) minutes with the Chief of Police Chris Salyers and City Attorney Jim Buzzard regarding potential litigation at 7:28 p.m. At 7:48 pm Mayor Sayers and Council returned from executive session. Mayor Sayers reported that no decision was made, City Attorney Buzzard summarized the executive session was in regard to the last meeting Max Fricke stated he threatened suit against the city and claims against Buzzard for the stop work order on 212 Fenway Court. Motion by Councilor Stafford to have the attorney authorize the city of Napavine to forfeit the permit obtained by Max Fricke and to have a new permit obtained with further scrutiny in the process to issue a permit, second by Councilor Haslett, motion carried unanimously.

**ADJOURNMENT:**

Motion by Councilor Wood to adjourn, second by Councilor Stafford, motion carried. Meeting adjourned at 7:31 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,

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Mary Wood, Clerk-Treasurer

John Sayers, Mayor

Councilor