



NAPAVINE CITY COUNCIL MINUTES

October 24, 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 p.m. and lead the flag salute.

ROLL CALL:

City Council Members present: Mike Wood, Council Position #1, Scott Hamilton, Council Position #3, Shawn O'Neill, Council Position #4, and James Haslett, Council Position #5. Absent at roll call Larry Stafford, Council Position #2. Councilor Wood questioned if there was a phone call from Councilor Stafford, Clerk-Treasurer Mary Wood advised council that on the prior day when Stafford was in the office he stated he would be here. Motion by Councilor Haslett to excuse Larry Stafford, second by Councilor Wood, motion carried. At 6:28 p.m. Councilor Stafford was present for the council meeting.

CONSENT/APPROVAL OF AGENDA:

Motion by Councilor Haslett to approve the agenda as presented, second by Councilor O'Neal, motion carried 4-0, councilor Stafford was absent.

APPROVAL OF MINUTES FROM THE REGULAR CITY COUNCIL MEETING:

Councilor Wood questioned Public Works Director on the spacing of the hydrants for residential and commercial zoning, Morris replied the spacing be 300 ft. commercial and residential of 500 ft. Motion by Councilor O'Neill to approve the minutes as presented, second by Councilor Wood, motion carried 4-0, Councilor Stafford was absent.

STAFF & COUNCIL REPORTS:

Bryan Morris, Public Works Director advised council there is a letter in their packet for Exit 72 Round-a-bouts and thanked Lynette Hoffmann for helping with the letter to the representatives.

Councilor Wood questioned the tree removal; Morris stated that the weather is getting too muddy with the weather change to remove any additional trees.

Cris Dodd, Community Development reported that the poles are coming and waiting for delivery. Jerry Owens is working on the donation of the blocks, if the person does not come through; the city will purchase the blocks. Councilor O'Neill questioned how many blocks are needed; Dodd stated 40 but depends on the size we get? Cris met with PUD on 10/23/17, which are waiting for the poles to be delivered, Pat with PUD will come to remove the power pole.

Councilor Wood questioned the removal of sand/pea gravel from the volleyball court from Mayme Shaddock Park, Dodd stated that Rob is busy winterizing everything and Rob was busy in the summer mowing and never got done.

Councilor Haslett reported that Jerry Owens contacted him the parades for events and would like to turn this over to the Mayor to work with Police Chief Salyers and Cris Dodd.

Councilor Shawn O'Neill reported to council that he attended the Lewis County Solid Waste meeting and has a copy of their budget if anyone would like to see a copy. The next board meeting is in January.

Councilor Hamilton reported on the park that there are people willing to come demolish the park and remove the electrical.

OLD BUSINESS:

.02 Percent Sales Tax Increase – Clerk-Treasurer Mary Wood, updated the spreadsheet to show what the city could recognize if the city choose to increase the .02 of a percent and that most of the sales tax the city receives is from destination based sales and tourism from exit 72. The increase will not be that noticeable, it would be .20 cents per hundred. The Police Chief prepared a letter for council regarding the cities in Lewis County and their staffing levels for Police and Community Development. Councilor Shawn O'Neill stressed that if the city were to increase the sales tax it needs to be dedicated to a third police officer.

Councilor Haslett stated he has read the Police Chief's report mentions the changes in other departments within the city, but not the police department. Haslett stated the police have two exits along the I-5 corridor and the Chief has administrative duties as well, the goal of the council needs a way to finance a third officer. Councilor Hamilton asked what funds the city has received in fees and permits from construction of new homes and businesses as well as the water and sewer connections. Cris Dodd stated that the city has more than doubled from last year. Motion to table the possible increase of the .02 percent sales tax, second by Councilor O'Neill motion carried 4-0.

Ordinance 568 Water System Second Reading – Clerk-Treasurer Wood reported to council this ordinance was tabled and the ordinance covers everything discussed in the workshops, billing process and connection fees. The hydrant spacing is not included in this ordinance and the city can address the hydrants in another ordinance via public works standards. Motion by Councilor Haslett to approve the Ordinance 568 on second reading, second by Councilor Wood. Councilor O'Neill questioned the property owns at Exit 72 and the water connections that goes with that property, can Jerry Graham sell those connections with his property, response is Hamilton Walnut Shade representative Jerry Graham can do what he wants with their connections since he owns them. Mayor Sayers stated for the record that Councilor Larry Stafford is present at 6:28 pm. O'Neill called for question, motion carried 5-0.

ORDINANCE NO. 568- Second Reading

AN ORDINANCE OF THE CITY OF NAPAIVINE, 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 NAPAIVINE 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.

NEW BUSINESS:

VOUCHERS: Clerk-Treasurer Wood stated the updated vouchers are a result of a couple posting errors that was caught which is before the council. **Accounts Payable vouchers 34254 – 35281 in the amount of \$35,045.83, Electronic payments 10/11/17-10/25/17 - \$12,602.87 and ACH Deposit 10/19/17 in the amount of \$15,497.77 for a Grand Total of \$63,146.47. Voided checks were 34254, 34262 and 34269.** Motion by Councilor Hamilton to approve the vouchers, second by Councilor Haslett, motion carried.

2018 Budget Priorities: Mayor John Sayers addressed the council for priorities which can be discussed now or at the Budget Workshop. Councilor Hamilton reported that he would not be present and Councilor Haslett reported that he is on jury duty in November. Clerk-Treasurer Mary Wood addressed the council to ask what the priorities of council are to help the staff to know what direction to present a budget, is it the goal of the council to obtain a third officer? Councilor Hamilton stated his priority is for Community Development and at the Lewis County Commissioners meeting mentioned to solve budget problems is to grow out of it. Discussion about Exit 71 what will it take to get water and sewer to the property for development, what comes first. Hamilton also stated he would hate to see a portion of the budget cut for economic development for another entity within the city. Councilor Haslett stated with the help of the people and Cris and the city needs to bring in revenue and need a cooperative to work with the developers not against them.

Resolution 17-10-88 Amend Cash Drawer Custodians: Clerk-Treasurer Mary Wood explained the need to amend the cash drawer custodians with the addition of a 16 hour clerk assistant, which all clerks must have their own cash

change drawers. Motion by Councilor Haslett to approve Resolution 17-10-88 be passed, second by Councilor Hamilton, motion carried 5-0.

CITY OF NAPAVINE RESOLUTION 17-10-88

AMENDING RESOLUTION 17-05-81 ESTABLISHING PETTY CASH AND CHANGE REVOLVING FUNDS, APPOINTING CUSTODIANS AND ESTABLISHING THE AMOUNT OF MONIES.

COUNCIL CONSIDERATION:

Frank Dickson Water/Sewer Service: Frank Dickson addressed the council with his proposal with a five year plan and option for his properties, which there are five choices. The first option with SCJ Engineer design and short plat plan for 10" line 472' and 2 fire hydrants and 434' sewer main with an estimated cost of \$120,000 - \$160,000 which is not economically feasible. The second option is to get with other property owners to form a LID. The third option is for the city to form a ULID, Cris did a study on that, the weight of vote is by property size, Kolano's property is 6.3 acres land designated as forest land and Knoll's 8 acres is also forest land all would have to be on board for the petition. The fourth option is for the city to install water and sewer down Koontz Road and Woodard RD to bring development to that area. The fifth option is the best option for him would be feasible and brings him to his request to council. He would like to run a water line under Koontz Road to his property to the other lots he owns for six duplexes and a sewer line from Woodard to come across his property to the other lots for duplexes. Councilor Hamilton recalls a discussion of the annexation of the city would provide water and sewer. Cris Dodd stated that it's usually the developer that would bring water and sewer down Koontz Rd to the properties. Bryan Morris stated if the lots were to be developed as duplexes he agrees, but if the lots are not developed they should be developed to city standards and codes and explained the need for different size water lines that will feed the water and sewer dependent on what is developed on the property. The property is zoned R-2. Recommend legal advice to restrict the land use for duplexes only and sign a no contest agreement when the time comes. Councilor Hamilton request Bryan and Cris to move forward with the legal advice to get water and sewer to the properties and not require install sidewalks, storm drains, curbs. Council concurred.

CITIZEN COMMENTS:

Louisa Dykeman, 3rd Ave NW. Louisa addressed the council that she has lived in Napavine for 29 years and has never locked her doors. Vehicles are broken into twice. Over the past several years crime has continued to rise and asked council to consider more officers and to make this a priority. Years past the city had more officers and reserves with fewer residents, what happened to the budget to take away from the police department. Councilor Hamilton stated security systems that has a camera in the door bell and takes a couple minutes to install and can be monitored on a smart phone; it wouldn't take long for word to get out that residences in Napavine are monitored with electronics.

Alisha Rowe, 545 3rd Ave NW: Alisha addressed the council regarding her water/sewer bill. She moved in August 28th and her bill seems high for 32 days and believes she was billed for the full billing period of two months. Clerk-Treasurer Mary Wood asked to review the bill which revealed that she was overbilled and the amount should be about \$141 and will make sure the bill is adjusted.

Larry Stafford reported that Jerry Owens will drop off the poles and may have them tomorrow, the one pole with the electrical needs to be removed. There may be a third pole as a crossbar.

GOOD OF THE ORDER:

Councilor Wood would like to see another engineering firm other than Gray & Osborne for the Well #6 pilot study and Councilor O'Neill concurred.

ADJOURNMENT:

Motion by Councilor O'Neill to adjourn, second by Councilor Stafford, motion carried. Meeting adjourned at 7:22 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