



NAPAVINE CITY COUNCIL MINUTES  
 May 14, 2019 6:00 P.M.  
 Napavine City Hall, 407 Birch Ave SW, Napavine, WA

**CALL TO ORDER:**

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

**ROLL CALL:** 6:00 pm

Council members present: Mayor John Sayers, Larry Stafford Councilor #2, LaVerne Haslett Councilor #3, Shawn O'Neill Councilor #4, and Jim Haslett Councilor #5.

<b>MOVED:</b>	Shawn O'Neill	Motion: to Excuse Councilor Don Webster
<b>SECONDED:</b>	Jim Haslett	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

City staff members present: Clerk Treasurer Mary Wood, Public Works Director Bryan Morris, Chief of Police Chris Salyers, City Attorney representative Dana Williams

**CONSENT/APPROVAL OF AGENDA:** 6:01 pm

<b>MOVED:</b>	LaVerne Haslett	Motion: Approve May 14, 2019 Agenda.
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**APPROVAL OF MINUTES FROM REGULAR CITY COUNCIL MEETINGS:** 6:01 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Minutes from the April 23, 2019
<b>SECONDED:</b>	LaVerne Haslett	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**APPROVAL OF MINUTES FROM SPECIAL WORKSHOP MEETING** 6:02 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Amended Minutes from May 2, 2019.
<b>SECONDED:</b>	Shawn O'Neill	
<i>Discussion: Councilor Jim Haslett brought to attention Clerk-Treasurer Mary Wood was not in attendance of the workshop meeting please remove her name from the minutes. Questioned; why the minutes reflect suggested changes to the personnel policy and procedures. Answer; The meeting was a special workshop meeting no actions were made. once Council has completed the workshops to all chapters of the personnel policy and procedures the suggested changes will be made to the document and Council can then approve the completed personnel policy and procedure resolution.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**STAFF & COUNCIL REPORTS:** 6:03 pm

Chief of Police Chris Salyers;

- Will bring up a concern during the voucher report.

**Public Works / Community Development Director Bryan Morris;**

- Well 6 review by the state is complete.
- State announced a paving project for I-5 between Napavine and Hwy 6. Plan is projected for the next two years.
- Master Meter inspector inspected the Cities meters in our shop inventory. 11 meters were found that contain lead that will need to be removed from inventory and be scrapped. We may redeem some cost from the copper of the meters.
- The 3<sup>rd</sup> Ave NW tree removal bid has been awarded. There has been a hold up in moving forward due to not receiving the agreement from our City Attorney.

**City Attorney Representative Dana Williams;**

- Has reviewed the minutes, agenda and ordinances for tonight’s meeting and will answer questions as they arise.

**Clerk-Treasurer Mary Wood;**

- Reminder election registrations is this week. Open positions are positions 1, 2, 3, 5 and the Mayor. Interested parties can register online or there is a kiosk at the Lewis County Elections office. Registration are due by Friday May 17, 2019 at 4:30 pm.
- The Annual Report is 99.9% complete, asking for a couple people to review prior to it being submitted the end of this month. Would like to have it filed by the 23<sup>rd</sup> of May.

**Councilor Jim Haslett;**

- County Commissioner Edna Fund had asked that he attended the Chehalis Basin Partnership meeting. Councilor Jim Haslett contacted Mayor Pro Tempore Shawn O’Neill and asked if he would attend in his place.

**Councilor Shawn O’Neill;**

- Attended the Chehalis Basin Partnership meeting on April 26, 2019 at the Lucky Eagle Hotel Sky room on the 5<sup>th</sup> floor. Councilor O’Neill said the group discussed the next steps for the watershed plan. Reviewed and discussed the proposed charter addendum.
- Attended the Mayors meeting on May 3, 2019 the 911 dispatch center was mentioned, they are looking for citizens to be part of an executive board.

**OLD BUSINESS**

**ORDINANCE 592-A AMENDING CARGO STORAGE CONTAINERS REGARDING PENALTY VIOLATIONS** 6:13 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Ordinance 592-A First Reading by Title
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: Councilor LaVerne Haslett asked Chief Salyers if this meets the needs of the Police Department. Chief Salyers advised that it does and that this is clarifying and solidifying what City Attorney Buzzard amended verbally during the April 23, 2019 meeting,</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**ORDINANCE NO. 592-A**  
**AN ORDINANCE OF THE NAPAVINE CITY COUNCIL, AMENDING SECTION 17.61 OF THE NAPAVINE MUNICIPAL CODE, PROVIDING FOR THE ADDITIONAL PENALTY OF CARGO STORAGE CONTAINERS WITHIN CITY OF NAPAVINE, WASHINGTON AND PROVIDING FOR AN EFFECTIVE DATE.**

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Ordinance 592-A Second Reading by Title
<b>SECONDED:</b>	Shawn O'Neill	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**ORDINANCE NO. 592-A**  
**AN ORDINANCE OF THE NAPAIVINE CITY COUNCIL, AMENDING SECTION 17.61 OF THE NAPAIVINE MUNICIPAL CODE, PROVIDING FOR THE ADDITIONAL PENALTY OF CARGO STORAGE CONTAINERS WITHIN CITY OF NAPAIVINE, WASHINGTON AND PROVIDING FOR AN EFFECTIVE DATE.**

**NEW BUSINESS:**

**VOUCHERS:** 6:16 pm

**Total Voucher Numbers 35406-35451 \$111,075.76, Payroll Voucher 35404-35405 \$1,871.50, Electronic Payments 4/25/19-5/13/19 \$1,943.45, Payroll Electronic Payments 5/2/19 \$20,715.14, ACH Deposits 5/2/19 \$19,021.40 Grand Total \$154,627.25**

<b>MOVED:</b>	LaVerne Haslett	Motion: Approval of May 14, 2019 Vouchers
<b>SECONDED:</b>	Larry Stafford	
<p><i>Discussion: Chief Salyers is disputing the charge to repair the crossing arms on the Washington Street railroad crossing in the amount of \$830.30. Chief Salyers stated the Police Department was called out by BNSF for trespass call, which they have their own police department to handle such calls. If BNSF can bill the City for repairs, why can't the City bill BNSF for police services. Chief Salyers requested an MOU be drawn up for such services.</i></p> <p><i>City Attorney representative Dana Williams explained the firm has reviewed the contract between the City of Napavine and BNSF which is valid and open ended. Attorney Williams advised the council to pay the bill and they could possibly revisit the contract, and have it updated, however his past experiences with other entities the contract cannot be changed.</i></p> <p><i>Councilor Jim Haslett asked Attorney Williams to draft a letter to BNSF requesting notification of work being performed to the crossing arms or other repairs that the City is responsible to repair.</i></p>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**ORDINANCE 341-D PASSTHROUGH FEES** 6:32 pm

**Public Works / Community Development Director Bryan Morris;** explained to the council the reason why the City is requesting to have a passthrough fee ordinance. The City has incurred costs when using an outsource review land use, planning, mitigation inspection, etc. The ordinance will require applicants to reimburse the City when these costs occur. If a dispute arises over the interpretation or application of the agreement it will be resolved by the council at a public meeting.

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Ordinance 341-D First Reading by Title
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**ORDINANCE NO. 341-D**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AMENDING SECTION 17.88.080 OF THE NAPAVINE MUNICIPAL CODE, PROVIDING FOR PASS THROUGH FEES AND CHARGES, AND ESTABLISHING AN EFFECTIVE DATE HEREOF**

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Ordinance 341-D Second Reading by Title
<b>SECONDED:</b>	Shawn O'Neill	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**ORDINANCE NO. 341-D**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AMENDING SECTION 17.88.080 OF THE NAPAVINE MUNICIPAL CODE, PROVIDING FOR PASS THROUGH FEES AND CHARGES, AND ESTABLISHING AN EFFECTIVE DATE HEREOF**

**MOU SHELTERING AND MASS CARE FACILITIES WITH THE NAPAVINE SCHOOL DISTRICT** 6:41 pm

**Police Chief Chris Salyers;** Advised the Council the MOU is for the Napavine School Districts Administration staff it will allow the school administration a central location to conduct business after a disaster.

<b>MOVED:</b>	Shawn O'Neill	Motion: Directing the Mayor to sign the MOU.
<b>SECONDED:</b>	Jim Haslett	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**COUNCIL CONSIDERATION**

**SCHEDULING WORKSHOP PERSONNEL POLICY AND PROCEDURES CHAPTER 2** 6:48 pm

<b>MOVED:</b>	Jim Haslett	Motion: Scheduling Workshop for personnel policies and procedures chapter 2 recruitment and separation. On Thursday May 23, 2019 at 6:00 pm
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

**CITIZEN COMMENTS – Non- Agenda Items** 6:49 pm

**Mike Wood 426 Stadium Ct.;**

- Mr. Wood addressed the Council regarding concerns of traffic congestion and control signs on Rush Rd. in front of Loves Travel Stop. The painted turn lane arrows are worn off and it is not safe for our community.
- Mr. Wood questioned the sale of Old City Hall building and suggested the Council consider lowering the requested price.
- Mr. Wood asked when Dollar General comes in will the City utilize the stop light at Birch and Washington?
- Mr. Wood questioned Directives by the Mayor; how long do they last?
  - City Attorney representative Dana Williams advised Mayor directives stay until they are changed however, they may be changed at any time.

**ADJOURNMENT**

<b>MOVED:</b>	Jim Haslett	Motion: To Adjourn
<b>SECONDED:</b>	Shawn O'Neill	
<i>Discussion: Meeting Adjourned at 6:52 pm</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

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