



NAPAVINE CITY COUNCIL MINUTES
September 10, 2019 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

PUBIC HEARING:

CAPITAL FACILITIES PLAN:

Mayor Sayers opened the public hearing for Capital Facilities Plan at 6:01 pm. and led flag salute. Mayor Sayers asked community member if they had comments or questions; No comments or questions were asked.

Mayor Sayers closed public hearing at 6:02 pm

CALL TO ORDER:

Mayor John Sayers called regular city council meeting to order at 6:02 pm.

ROLL CALL: 6:02 pm

Council members present: Mayor John Sayers, Don Webster Councilor #1, Larry Stafford Councilor #2, LaVerne Haslett Councilor #3, Shawn O’Neill Councilor #4 arrived at 6:05 pm, and Jim Haslett Councilor #5.

Mayor Sayers advised Councilor O’Neill will be a few minutes late.

City staff members present: Clerk-Treasurer Mary Wood, Public Works / Community Development Director Bryan Morris, Chief of Police Chris Salyers.

CONSENT/APPROVAL OF AGENDA: 6:03 pm

MOVED:	LaVerne Haslett	Motion: Approval Amended September 10, 2019 Agenda.
SECONDED:	Larry Stafford	
<i>Discussion: Councilor LaVerne Haslett requested to add under old business scheduling workshop for personnel policies and procedures. Add under new business scheduling workshop for 2020 budget, schedule public hearings dates for preliminary 2020 revenues, preliminary 2020 budget and final 2020 budget.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

APPROVAL OF MINUTES FROM REGULAR / SPECIAL WORKSHOP CITY COUNCIL MEETINGS: 6:04 pm

MOVED:	Jim Haslett	Motion: Approval of Minutes from Regular City Council Meeting on August 27, 2019.
SECONDED:	Larry Stafford	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

MOVED:	LaVerne Haslett	Motion: Approval of Minutes from Special Workshop Meeting on August 29, 2019.
SECONDED:	Jim Haslett	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

STAFF & COUNCIL REPORTS: 6:05 pm

Chief of Police Chris Salyers;

- Advised Council, the Police Department will be short staffed for an unknown amount of time due to an officer having a medical procedure.
- Reminded Council of the September 20, 2019 hearing for officer Meyers.

- Requested direction from the Council regarding budgeting a third patrol officer for the 2020 budget. Chief Salyers stated concerns of future city revenue and recession predictions in hiring a third patrol officer and what it could mean in possible layoffs or reduction of hours for city staff in the future.
 - Councilors Jim Haslett and Don Webster advised Chief Salyers to budget for a third patrol officer regardless of the outcome of the hearing. The city needs additional patrol officers. Councilor LaVerne Haslett stated budget for another officer, it can be reviewed during the budget process.

Public Works / Community Development Director Bryan Morris;

- Operations normal

Clerk-Treasurer Mary Wood;

- Staff report is in writing, there are two ordinances in front of you tonight one is for the emergency street funds for 2nd Ave NE fire damage and the other is criminal justice fund.
- Union negotiations open October 1, 2019 if the Council wishes to begin negotiations before the October 1st date a letter needs to be sent to the union.
 - Councilor Jim Haslett stated to move forward with negotiations before October 1st. Mayor Sayers directed Clerk-Treasurer to prepare letter and he will sign it.

OLD BUSINESS:

SCHEDULE WORKSHOP PERSONNEL POLICIES AND PROCEDURES 6:20pm

MOVED:	LaVerne Haslett	Motion: Scheduling workshop on personnel policies and procedures on September 24, 2019 at 5:00 pm
SECONDED:	Shawn O'Neill	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

NEW BUSINESS:

VOUCHERS: 6:21 pm

Total Voucher Numbers 35642- 35670 \$56,311.45, Payroll Voucher \$0.00, Electronic Payments 8/28/19-9/12/19 \$713.39, Payroll Electronic Payments 9/5/19 \$9,177.89, ACH Deposits 9/5/19 \$21,353.39 Grand Total \$87,556.12.

MOVED:	LaVerne Haslett	Motion: Approval of September 10, 2019 Vouchers
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

SECOND AVE NE VARIANCE 6:21 pm

Director Morris advised Council Community Development received a variance application for 706 2nd Ave NE. Property owner applied to build a single-family residence in a commercial zone. The theme of the neighborhood is residential. Planning Commission held a public hearing on August 26, 2019 with no public comment. The commission's recommendation is to approve the application.

MOVED:	Jim Haslett	Motion: Approval of Variance application for 706 2 nd Ave NE.
SECONDED:	Larry Stafford	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

ORDINANCE 584-B BUDGET AMENDMENT 6:24 pm

Clerk-Treasurer Wood presented Ordinance 584-B to Council advising the amendment authorizes expenditures from the street fund for the emergency funding for 2nd Ave. NE fire damage.

MOVED:	Jim Haslett	Motion: Approval of Ordinance 584-B Budget Amendment, First Reading by title.
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITY OF NAPAIVNE, WASHINGTON

ORDINANCE NO. 584-B

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAPAIVNE, LEWIS COUNTY, WASHINGTON AUTHORIZING EXPENDITURES FROM THE STREET FUND AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND PROVIDING FOR THE CLERK-TREASURER TO IMPLEMENT THESE CHANGES.

MOVED:	Jim Haslett	Motion: Approval of Ordinance 584-B Budget Amendment, Second Reading by title.
SECONDED:	Shawn O'Neill	
<i>Discussion: Mayor Sayers opened for citizen comments. No comments, no discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITY OF NAPAIVNE, WASHINGTON

ORDINANCE NO. 584-B

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAPAIVNE, LEWIS COUNTY, WASHINGTON AUTHORIZING EXPENDITURES FROM THE STREET FUND AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND PROVIDING FOR THE CLERK-TREASURER TO IMPLEMENT THESE CHANGES.

ORDINANCE 584-C BUDGET AMENDMENT 6:27 pm

Clerk-Treasurer Wood presented Ordinance 584-C to Council advising the amendment authorizes expenditures from the criminal justice fund for the Live Scan.

MOVED:	Shawn O'Neill	Motion: Approval of Ordinance 584-C Budget Amendment, First Reading by title.
SECONDED:	Larry Stafford	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITY OF NAPAIVNE, WASHINGTON

ORDINANCE NO. 584-C

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAPAIVNE, LEWIS COUNTY, WASHINGTON AUTHORIZING EXPENDITURES FROM THE CRIMINAL JUSTICE FUND AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND PROVIDING FOR THE CLERK-TREASURER TO IMPLEMENT THESE CHANGES.

MOVED:	Shawn O'Neill	Motion: Approval of Ordinance 584-C Budget Amendment, Second Reading by title.
SECONDED:	LaVerne Haslett	
<i>Discussion: Mayor Sayers opened for citizen comments. No comments, no discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITY OF NAPAIVNE, WASHINGTON

ORDINANCE NO. 584-C

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAPAVINE, LEWIS COUNTY, WASHINGTON AUTHORIZING EXPENDITURES FROM THE CRIMINAL JUSTICE FUND AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019; AND PROVIDING FOR THE CLERK-TREASURER TO IMPLEMENT THESE CHANGES.

EAST PARK ST TRAFFIC CONTROL AT STUDENT DROP OFF ZONE 06:31 pm

Chief Salyers addressed Council regarding regulating traffic in the drop off and pick up zone at the elementary school. He wanted to inform council they may receive complaints from citizens. A letter was sent to the parents; which is included in the Council packet. Reminding everyone of no parking or stopping in the street along the drop off and pick up lanes. Chief Salyers stated his concerns for the safety of the children. "Children have been running between cars, it is only a matter of time before someone gets seriously injured." Both Chief Salyers and Director Morris are working with the elementary school principal and school superintendent to design a better drop off location. No action needed.

GRANTS TOWING SOUTH CONTACT 6:38 pm

Director Morris presented Council Grants Towing South contract which authorizes Director Morris and Chief Salyers to request vehicles be towed from City property.

MOVED:	Jim Haslett	Motion: Approval of Grants Towing South Contract.
SECONDED:	Larry Stafford	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

ORDINANCE 596 CAPITAL FACILITIES PLAN 6:39 pm

Clerk-Treasurer Wood presented Ordinance 596 to Council.

MOVED:	Jim Haslett	Motion: Approval of Ordinance 596 Capital Facilities Plan, First Reading by title.
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

ORDINANCE NO. 596

AN ORDINANCE OF THE NAPAVINE CITY COUNCIL, ADOPTING THE 2019-2024 CAPITAL FACILITIES PLAN, AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

MOVED:	Jim Haslett	Motion: Approval of Ordinance 596 Capital Facilities Plan, Second Reading by title.
SECONDED:	Larry Stafford	
<i>Discussion: Mayor Sayers opened for citizen comments. Director Morris recognized the work that both Mary and Sharri did for the plan, Councilor Jim Haslett gave them an atta boy.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

ORDINANCE NO. 596

AN ORDINANCE OF THE NAPAVINE CITY COUNCIL, ADOPTING THE 2019-2024 CAPITAL FACILITIES PLAN, AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

PROCLAMATION SEPTEMBER 2019 CHILDHOOD CANCER AWARENESS MONTH 6:41 pm

Councilor O’Neill read Proclamation Childhood Cancer Awareness into the record.

MOVED:	Jim Haslett	Motion: Approval Mayor to sign proclamation making September 2019 childhood cancer awareness month.
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

SCHEDULE PRELIMINARY 2020 REVENUES PUBLIC HEARING 6:47 pm

MOVED:	LaVerne Haslett	Motion: Scheduling Preliminary 2020 Revenues Public Hearing on October 22, 2019 at 6:00 pm
SECONDED:	Shawn O’Neill	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

SCHEDULE PRELIMINARY 2020 BUDGET PUBLIC HEARING 6:49 pm

MOVED:	LaVerne Haslett	Motion: Scheduling Preliminary 2020 Budget Public Hearing on November 12, 2019 at 6:00 pm
SECONDED:	Shawn O’Neill	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

SCHEDULE 2020 FINAL BUDGET PUBLIC HEARING 6:51 pm

MOVED:	LaVerne Haslett	Motion: Scheduling Preliminary Revenues Public Hearing on November 26, 2019 at 6:00 pm
SECONDED:	Shawn O’Neill	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

SCHEDULE WORKSHOP FOR 2020 BUDGET ON REVENUES 6:53 pm

MOVED:	LaVerne Haslett	Motion: Scheduling Workshop for 2020 Budget Revenues
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITIZEN COMMENTS – Non- Agenda Items 6:55 pm

Commissioner Bobby Jackson, Lewis County; advised Council of the stakeholders meeting on September 17, 2019 at 3:00 pm at the WDOT offices regarding exit 72 interchange.

Dr. Mike Hamilton, Hamilton Corner I LLC; expressed concerns of a local property owner receiving a recommendation letter from King County to place tiny houses on their property for the homeless. Dr. Hamilton encouraged the City and the County to adopt an ordinance to prevent this from happening.

Director Morris advised he heard that Chehalis recently received a SEPA for a micro-neighborhood development for 500 lot homes on Bishop RD.

Fire Chief Dan Mahoney, Fire District 5; Introduced himself to Council. He began working for Fire District 5 approximately 6 weeks ago and hoped to have a great working relationship with the City.

ADJOURNMENT

MOVED:	Jim Haslett	Motion: To Adjourn
SECONDED:	Shawn O'Neill	
<i>Discussion: Meeting Adjourned at 7:14 pm</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 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,

Mary Wood, Clerk-Treasurer

John Sayers, Mayor

Councilor