



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES  
 August 25, 2020 6:00 P.M.  
 Napavine City Hall, 407 Birch Ave SW, Napavine, WA

**CALL TO ORDER:**

Mayor Shawn O’Neill called regular city council meeting to order at 5:57 pm.

**INVOCATION:** 5:57 pm

Councilor LaVerne Haslett performed the invocation.

**PLEDGE OF ALLEGIANCE** 5:58 pm

Mayor O’Neill led the flag salute.

**ROLL CALL:** 5:58 pm

Council members present: Shawn O’Neill Mayor, Don Webster Councilor #1, Larry Stafford, Councilor #2, LaVerne Haslett Councilor #3, Heather Stewart Councilor #4, Jim Haslett Councilor #5.

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

**CONSENT/APPROVAL OF AGENDA:** 5:59 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Agenda for August 25, 2020
<b>SECONDED:</b>	Don Webster	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried: 5 aye and 0 nay.	

**APPROVAL OF MINUTES FROM REGULAR:** 5:59 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval of Minutes August 11, 2020
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: Treasurer Wood advised the agenda reflected the wrong date of the minutes; it should be August 11, 2020 not August 25, 2020. The minutes in the packet reflected the correct date of August 11, 2020.</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**STAFF & COUNCIL REPORTS:** 6:00 pm

Clerk Salyers

- Report is in writing.

Treasurer Wood

- Report is in writing
  - Council LaVerne Haslett inquired why gas taxes are lower than previously reported. Treasurer Wood explained reports show gas tax down 19.44% is largely due to the restrictions of Governor Inslee’s “Stay Home, Stay Healthy” order. As soon as she obtains July and August reports, she will report to council her finding.

Director Morris

- Operations are normal.

Councilor Jim Haslett

- Requested the Council look at increasing wages for the Police Department for the 2021 budget year.

Mayor O’Neill

- Attended the Freedom Rally in Morton on August 16, 2020.
- Advised Council that he has asked staff to identify municipal codes needing immediate attention to be amended, established, or repealed. The Mayors goal is to review all the municipal codes, section by section to make sure the code is up to date.
  - Treasurer Wood asked that Accounts Receivables be included, she is having trouble finding ordinances that assist her in recovering accounts that become delinquent for example the 2<sup>nd</sup> Ave fire.

Chief Salyers

- The recruit we had the lawsuit with CJTC, failed his final test and will not be hired.
- Staff is down to two officers; Council will see an increase in overtime and on call pay. Chief Salyers is looking into reserves or a fulltime officer to assist with the short staffing issues. He is also looking into restarting the reserve officer program, it will assist in the long term but not in the short term.
- Exit 72 illegal parking issues, at this time parking tickets are only \$30.00 and will not deter trucks from parking illegally. Chief Salyers Spoke with City Attorney Buzzard and he is looking into other options as in designating the area as a high congested area and see if the City could increase the fines in that area.

Andy Caldwell

- Suggested the City look into the CARES Act grant and see if the funding could be used to assist law enforcement response to COVID-19.
- Discussed the Comprehensive Emergency Management plan the State is requiring the County to update the current plan and it is due by January 1, 2021, an extension has been requested. There is no penalty if this is not updated by the due date, but it could have ramification to the County and City’s receiving funding. Mr. Caldwell advised the City is required to have a succession plan in place and will need to be included to the updated Comprehensive plan.
  - Councilor LaVerne Haslett asked if the Emergency Management Plan is part of the Growth Management Act that was established in 1990. Mr. Caldwell advised that it is not.
- Provided Council with overview of Lewis County’s COVID 19 statistics.

**NEW BUSINESS:**

**VOUCHERS- M Wood** 6:56 pm

**Total Voucher Numbers 36212-36242 \$26,737.35 Payroll Vouchers 0 \$0.0 Payroll Electronic 8/20/2020 \$10,067.69, Electronic payments 8/10/2020-8/25/2020 \$30,836.08 ACH Deposits 8/20/2020 \$22,136.73 Grand Total \$89,777.85 Void Check 36184.** Reissue 36211 \$34.00 to General Fund.

<b>MOVED:</b>	Don Webster	Motion: Approval of August 25, 2020 Vouchers
<b>SECONDED:</b>	LaVerne Haslett	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**ORDINANCE 610 AMENDING FUND 005 GENERAL CAPITAL EQUIPMENT – M WOOD** 6:57 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval Ordinance 610 First Reading by title
<b>SECONDED:</b>	Don Webster	
<i>Discussion: Treasurer Wood presented Council information of amending fund 005 General Capital Equipment. The funds are from the sale of Old City hall being moved into fund 005. The funds will be used for painting, carpeting, retiling etc. City Hall.</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**ORDINANCE 610 AMENDING FUND 005 GENERAL CAPITAL EQUIPMENT – M WOOD** 6:58 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval Ordinance 610 Second Reading by title
<b>SECONDED:</b>	Don Webster	
<i>Discussion No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**ORDINANCE NO. 610**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AMENDING FUND NUMBER 005 THAT ESTABLISHED THE GENERAL CAPITAL EQUIPMENT OF THE NAPAVINE MUNICIPAL CODE; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.**

**ORDINANCE 611 AMENDING 13.08 SEWER SERVICE SYSTEM** 7:01 pm

<b>MOVED:</b>	Don Webster	Motion: Approval Ordinance 611 First Reading by title
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: Clerk Salyers presented Council information of amending section 13.08 Sewer Service System of the municipal code to reflect changes needed. This ordinance coincides with the water service system that was amended the past two years. Clerk Salyers commended Clerk Assistant Easley in the outstanding job she performed in writing and amending the ordinance. This was Ms. Easley's first attempt in amending an ordinance.</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**ORDINANCE 611 AMENDING 13.08 SEWER SERVICE SYSTEM** 7:00 pm

<b>MOVED:</b>	Don Webster	Motion: Approval Ordinance 611 Second Reading by title
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**ORDINANCE NO. 611**

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, AMENDING SECTION 13.08 OF THE NAPAVINE MUNICIPAL CODE, PROVIDING FOR THE SEWER SERVICE SYSTEM, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith, AND ESTABLISHING AN EFFECTIVE DATE HEREOF.**

**AM 20-13 LIQUOR LICENSE RENEWAL ANNIE'S MARKET- S SALYERS** 7:02 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval AM 20-13
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: Clerk Salyers presented to Council the Liquor License Renewal for Annie's Market. Chief Salyers was consulted and had no objections to the liquor license renewal.</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**AM 20-14 PROCESSING INTERFUND TRANSFERS – M WOOD** 7:03 pm

<b>MOVED:</b>	Jim Haslett	Motion: Approval AM 20-14
<b>SECONDED:</b>	Don Webster	
<i>Discussion: Treasurer Wood presented to Council the processing interfund transfers.</i>		
<b>VOTE ON MAIN MOTION:</b>	5-0 Motion Carried; 5 aye and 0 nay.	

**CITIZEN COMMENTS** 6:05 pm

Mike Hamilton

- Advised Council he plans to develop a truck parking area behind Ramblin Jacks Ribeye on Rush Rd. to help ease some of the truck parking issues around exit 72.
- Spoke of Lewis County's COVID-19 statistics and his concerns with the accuracy of the testing.

Bob Bozarth

- Thanked Council for bringing up concerns with the County's proposed Emergency Management Plan and asked if he could receive a copy of the current Emergency Management Plan.
  - Mayor O'Neill advised the current Lewis County Comprehensive Emergency Management Plan could be found on the Lewis County Emergency Management website page.

**GOOD OF THE ORDER** 7:10 pm

Councilor Jim Haslett

- Is getting used to his new wheelchair and wanted to thank the Chief of Police for rescuing him after the last council meeting, when he got stuck while going down Maple Ave.

Council LaVerne Haslett

- Brought up concerns with the Comprehensive Emergency Management mirroring the Growth Management Act. Councilor LaVerne Haslett asked everyone to research these acts and make their own judgement on how they are taking away our freedoms.

**ADJOURNMENT:**

<b>MOVED:</b>	Jim Haslett	Motion: To Adjourn
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: Meeting Adjourned at 7:20 pm</i>		
<b>VOTE ON MAIN MOTION:</b>	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 from [avcaptureall.com](https://media.avcaptureall.com/session.html?sessionid=5a9d7360-8d68-4f8a-acc1-f9a9c69d2aee&prefilter=212,891) at the link provided <https://media.avcaptureall.com/session.html?sessionid=5a9d7360-8d68-4f8a-acc1-f9a9c69d2aee&prefilter=212,891>

**Respectfully submitted,**

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Sharri Salyers, City Clerk

Shawn O'Neill, Mayor

Councilor