



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES
 June 22, 2021 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 6:00 pm.

INVOCATION:

Invocation was led by Bryan Morris

PLEDGE OF ALLEGIANCE:

Mayor Shawn O’Neill led the flag salute.

ROLL CALL:

Council members present Shawn O’Neill Mayor, Don Webster Councilor#1, LaVerne Haslett Councilor #3, Larry Stafford, Duane Crouse Councilor #5 (via Online).

City staff members present: City Clerk- Rachele Denham, Treasurer -Mary Wood, PW/Comm Dev -Bryan Morris, Police Dept-Sergeant Steve Dawes, Marissa Jay-Legal Counsel.

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| MOVED: | Don Webster | Motion: Approval to excuse council member, Heather Stewart |
| SECONDED: | LaVerne Haslett | |
| <i>Discussion: No Discussion</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried: 4 aye and 0 nay. | |

CONSENT/APPROVAL OF AGENDA:

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| MOVED: | LaVerne Haslett | Motion: Approval of Amended Agenda- Adding Winning Bid 4 th Ave project-New business #12, #13 and #14 |
| SECONDED: | Larry Stafford | |
| <i>Discussion: Mayor asked to add the winning bid of the 4th Ave project under New Business as #12 followed by council member Don Webster asking to add Mayme Shaddock Park #13 and Funtime Festival #14 as new business items.</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried: 4 aye and 0 nay. | |

APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETING:

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| MOVED: | Don Webster | Motion: Approval of Minutes of Regular Council Meeting from June 8 th , 2021 |
| SECONDED: | Larry Stafford | |
| <i>Discussion: No Discussion</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried: 4 aye and 0 nay. | |

STAFF & COUNCIL REPORTS:

City Clerk-Rachelle Denham

- Adjusting well in new position and taking one day at a time!

PW/Comm Dev-Bryan Morris

- Bio solids ecology study use on ground as fertilizer, you need a permit to dump vs burn
- Striping roads, WSDOT is out of paint and shortage and most likely will not happen this year
- Park Grant delay until end of June
- Sewer pump went out at city hall but was repaired quickly
- Signage in front of city hall received a bid for \$450 to replace all signs (tabled to next council meeting)
- Vandalism at Mayne Park locking doors at 4 o'clock and closed during the weekends
- Pedestrian overpass would like to paint top deck grey to cover graffiti (tabled to next council meeting)
- Badger Meter, \$1 service fee for app that will alert resident of leak along with other features. LaVerne requested a projection that justifies a rate increase and or \$1 fee for new meters (Tabled to next council meeting)

Sergeant- Steve Dawes

- Vandalism at Mayme Park spray paint and set fire in toilet. Same group of people 1 arrest made and possibly another one soon. Looking at surveillance cameras, priced around \$500. Would like wireless where it notifies cell phone.

Treasurer- Mary Wood

- Will be going on vacation from 6/24-7/5. Working on financial reports and getting caught up along with annual report.

Mayor-Shawn O'Neill

- Privilege of being a float judge for Egg Days Parade in Winlock. Had a great time and hopes that Napavine can have something like it one day! Being good neighbors and loves to see the ball fields full of Baseball players.

OLD BUSINESS:

Tucker's Garage- Sergeant- Steve Dawes informed that Mr. Tucker was fined \$250 and will reappear in court on July 16th. Mr. Tucker is moving out of town and looks like the problem is resolving itself. No action taken just an update.

NEW BUSINESS:

VOUCHERS- M WOOD:

Total Voucher Numbers 36820 - 36837 \$28,824.60; Payroll Vouchers 36819 - \$768.37; Electronic Payments dated 6/8/21-6/30/21 \$1,196.80; Electronic Payroll payment dates 6/10/2021 - \$9,509.63; ACH deposit dates 6/10/21 Direct Deposit - \$19,606.34. Vouchers Grand Total = \$59,905.74

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| MOVED: | Don Webster | Motion: Approval of the Vouchers dd: June 22, 2021 |
| SECONDED: | Larry Stafford | |
| <i>Discussion: No Discussion</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

Chief of Police Update-Mayor

Reposted the job posting for Chief of Police, our offer was rescinded.

Job Posting for Judge-Mayor

Contract expires 12/31/2021 and will be posting for judge position.

Job Posting for Treasurer-Mayor

Mary will be retiring from the city and moving to Wisconsin. Will be posting for her position soon.

Budget Workshop for 2022

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| MOVED: | LaVerne Haslett | Motion: Motion to set Budget Workshop date- July 29, 2021 |
| SECONDED: | Don Webster | |
| <i>Discussion: Mayor discussed having it opposite weeks of council meeting beginning at 6:00 pm for one hour so we can stay productive.</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

Employee Benefits Workshop for 2022

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| MOVED: | Don Webster | Motion: Motion to set Employee Benefit Workshop- July 29, 2021 @ 6:00 pm |
| SECONDED: | LaVerne Haslett | |
| <i>Discussion: Mayor and LaVerne discussed the importance of budget and benefits especially coming into budget season.</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

COVID-19 Moving to Phase 4-Rachelle

The state will be fully reopened on June 30th. We are happy about this and moving forward. It won't change how we are operating at the city hall currently. No action taken-information only

Juneteenth (June 19th)-Rachelle

It is a federal and state holiday that will be observed. The city holiday 2022 schedule will need to be updated. No action taken-information only.

AM 21-13 Leak Adjustment 145 Edmonds Ln (Edmonds) - Bryan

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| MOVED: | Larry Stafford | Motion: To approve AM 21-13 for leak adjustment |
| SECONDED: | Don Webster | |
| <i>Discussion: Leak in meter box city responsibility to repair</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

AM 21-14 Leak Adjustment 107 Hamilton Rd (Rai Petroleum LLC) - Bryan

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| MOVED: | LaVerne Haslett | Motion: To approve AM 21-14 for leak adjustment |
| SECONDED: | Larry Stafford | |
| <i>Discussion: Shell station, leak under the sidewalk and property owner had leak fixed</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

Badger Meter System Enhancement Fee-Bryan

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| MOVED: | LaVerne Haslett | Motion: To table Badger Meter fee until 7/13 council meeting |
| SECONDED: | Don Webster | |
| <i>Discussion:</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

Winning Low Bid 4th Ave NE Project-Bryan

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| MOVED: | Don Webster | Motion: Allow Mayor to sign TIB low bid contract |
| SECONDED: | Larry Stafford | |
| <i>Discussion: Working to beat the timeframe and get project completed before school starts again</i> | | |
| VOTE ON MAIN MOTION: | 4-0 Motion Carried; 4 aye and 0 nay. | |

Mayme Park Recognition-Don Webster

Don would like the council to consider donating a plaque with Jim Haslett’s name on it for all his years of service and dedication over the years to the park and city. Don will talk to Jim about how or if he would like to be honored.

Funtime Festival-Don Webster

Don has had numerous people who have asked about the Funtime Festival and who puts it on. The city does not put this event on it is put on by Jerry Owens. Jerry has led this event for several years. It would be nice to collaborate and see if the City of Napavine could have an even bigger and successful event in the future. Currently a breakfast at Rebecca’s, parade, and vendors is planned. The mayor would like to see more community people involved. Don will reach out and Rachelle will also reach out to see if or how we can help.

COUNCIL CONSIDERATION:

Discussion: LaVerne Haslett applauded and thanked Mayor O’Neill for his hard work, it’s very commendable. LaVerne wants discussion on her view that may have caused some misunderstanding especially with hiring, sick leave, and executive sessions. LaVerne has concerns about the hiring of the Chief process and that it was an illegal executive session in her eyes. Moving forward look at the RCW and follow what it says. Sick leave, policies are lacking and when people are leaving the city this leave is not being taken as intended. People shouldn’t take sick leave when leaving to get paid vacation time should be used. Larry Stafford commented that council has no control over any employee. This topic was brought up and shouldn’t be brought up in a public setting. The mayor’s role is to oversee the staff is adhering to the policies set by council. Shawn commented that he is thankful for everything that LaVerne has said but he can make an offer within budget. Shawn asked that the attorney’s office look at our policies and procedures and let’s review and look at the responsibility of all of our roles and duties so all of us feel comfortable respecting the checks and balances of our offices. LaVerne would like the attorney to provide an RCW that would give the mayor authority to make terms of hire/ pay outside current pay range or scale. LaVerne’s concern is even though the budget allows for an increase this year what will the financial impact be on the city in the future and how can this be sustained moving forward. LaVerne read part of RCW 42.30.110 pertaining to what can be discussed in an executive session. The mayor and council agreed that Risk Management Training to cover Roles & Responsibility of Council and Mayor along with Executive Sessions is needed and to look into setting a date.

CITIZEN COMMENTS (NON-AGENDA ITEMS):

Sally Toussaint: has a 2008 mobile home that she would like to place on property that she is looking to purchase. The property is located at the intersection of W Grand Blvd & 2nd Place NW. There is a feasibility study that should be completed by June 30th and sale of property could close by July 9th. She is requesting an exception to Chapter 17 section 84 (17.84.020) under Siting Standards B.6 as applied to Residential District (R-2) zoning requirement for mobile homes. Age. No mobile home older than five years old shall be placed within the city limits of Napavine. The mayor asked Sally if she was looking for a recommendation from the planning commission. Bryan from PW/Comm Dev Dept. commented that Sally is needing to know if she can put her 2008 mobile on the property even though the code states she can't. Bryan also noted that the Planning Commission can't do anything if the council doesn't approve for her to put the 2008 home on the property. LaVerne wanted confirmation that our Ordinance does specifically state that no mobile home older than five years can be placed within city limits, Bryan confirmed it does. Council member, Don Webster asked if a variance could be granted. Bryan said yes, but a variance must be unique and different from anything else. Then later Don asked if council could give her a variance now and then later change it and Bryan stated no. However, in a sense you can give her the approval that you are going to give Sally a variance so she can continue the process. Bryan said that it's important to have this variance so unique, so we don't have 150 mobile homes wanting to be placed or the city could face problems down the road. Legal counsel, Marissa Jay was asked if the variance could be made so unique and she said, yes. Bryan commented that he is very nervous about this and what neighborhood might react. The Mayor was positive about this, but if the city is going to make it work that it needs to be done the right way. All of this takes time and there is no way a variance will be done in less than two months. Marissa Jay, said to not guarantee because we don't have a variance in front of us at this time council could hold a special meeting to help expedite this to try our best to help with this situation. LaVerne and Don would be available anytime to try and help. Bryan said that there would need to be an extension due to the time restraint. Marissa Jay said she would be available to assist with the variance process for Sally. Bryan will connect with Sally to help move this process along the best he can. LaVerne had questions about the code regarding the age of home and specifics about replacements.

Bob Bozarth:

Bob shared with us that we can't stop the Feds and State. He has watched city councils, planning commissions and county govt be burdened with nothing but evil out of Washington D.C. and we have can't give in this easy.

ADJOURNMENT:

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| MOVED: | Larry Stafford | Motion: To Adjourn |
| SECONDED: | Don Webster | |
| <i>Discussion: Meeting Adjourned at 7:45</i> | | |
| VOTE ON MAIN MOTION: | 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 from [freeconferencecall.com](https://fccdl.in/C8ojHibxfh) at the link <https://fccdl.in/C8ojHibxfh>

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor