



CITY COUNCIL MEETING AGENDA

Tuesday – September 27, 2022 – 6:00 PM

Shawn O'Neill,
Mayor
soneill@cityofnapavine.com

Brian Watson,
Council Position No.1
bwatson@cityofnapavine.com

Vacant,
Council Position No.2
lstafford@cityofnapavine.com

Don Webster,
Council Position No.3
dwebster@cityofnapavine.com

Heather Stewart,
Council Position No.4
hstewart@cityofnapavine.com

Duane Crouse,
Council Position No.5
dcrouse@cityofnapavine.com

Staff Members

Rachelle Denham,
City Clerk

Michelle Whitten,
City Treasurer

Bryan Morris,
PW Director
Community Development

John Brockmueller,
Chief of Police

Honorable Judge Unzleman
Lacie DeWitt
Municipal Court

Jim Buzzard,
Legal Counsel

City of Napavine
407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547

City Website
www.cityofnapavine.com

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA – AS PRESENTED

- VI. APPROVAL OF MINUTES FROM THE REGULAR MEETING
 - 1) Regular Council Meeting Minutes– September 13, 2022
- VII. STAFF & COUNCIL REPORT
- VIII. OLD BUSINESS
 - 1) Rognlin's Rush Rd Subdivision– B. Morris
 - 2) Nixon Industrial Building Development– B. Morris
 - 3) Cliff Morris Short Plat– B. Morris
- IX. NEW BUSINESS
 - 1) Vouchers – M. Whitten
 - 2) AM 22-09 Leak Adjustment Acct 2869.4 – R. Denham
 - 3) Deer Crossing Signage – B. Morris
- X. CITIZEN COMMENTS – NON-AGENDA ITEMS
- XI. ADJOURNMENT – CLOSE OF MEETING

Council Meeting is held in person and via Teleconference.

Teleconference Information

Dial-in number (US): (720) 740-9753

Access code: 8460198

To join the online meeting:

<https://join.freeconferencecall.com/rdenham8>



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES
 September 13, 2022, 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, Brian Watson Councilor #1, Don Webster Councilor #3, Heather Stewart Councilor #4, and Duane Crouse Councilor #5.

City staff members present: City Clerk- Rachele Denham, Treasurer – Michelle Whitten, PW/Comm Dev – Bryan Morris, Chief of Police – John Brockmueller, and Court Administrator Lacie DeWitt.

ROLL CALL:

All staff present.

CONSENT/APPROVAL OF AGENDA

MOVED:	Duane Crouse	Motion: Approval of Agenda- As Presented
SECONDED:	Brian Watson	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

EXECUTIVE SESSION-COUNCIL POSITION NO.2:

Mayor Shawn O’Neill temporarily closed the regular meeting at 6:05 p.m. to begin an executive session to discuss qualifications of an applicant/candidate for appointment to elective office. Any interviews or votes must be held in open session, per RCW 42.30.110(1)(h).

Regular Council Meeting opened back up at 6:10 p.m.

Appointment & Oath of Office Council Position No.2

MOVED:	Duane Crouse	Motion: Appoint Ivan Wiediger to Council Position No. 2
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETING

MOVED:	Heather Stewart	Motion: Approval of Minutes - Regular Council Meeting, from the August 23, 2022, meeting
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried: 5 aye and 0 nay.	

STAFF & COUNCIL REPORTS:

John Brockmueller – Chief of Police

- Congrats to new council member. The activity report/stats are provided in writing. The Durango is now marked with City of Napavine markings. Operations are normal.

Bryan Morris – PW/Community Development

- Operations are normal. Had the first Housing Action Plan (HAP) meeting today and it was good. A citizen has requested a deer crossing be placed coming/leaving Rush Rd. He will come up with location thinking by Edmonds Ln and Newaukum Valley. I will add this to the next council meeting agenda for action.

Rachelle Denham – City Clerk

- Report is in writing.

Michelle Whitten – City Treasurer

- Report is in writing. Will be out of the office the rest of the week attending WFOA conference.

Duane Crouse – Council Position #5

- Attended the Mayors Meeting on the 2nd. Recently got the new Badger meter installed and kudos to PW for the quick and seamless work. Will be attending the Flood Authority meeting on Thursday. Reminder of the Music in the Park event on Saturday begins at 3 p.m.

Heather Stewart – Council Position #4

- Spoke to the Napavine School Superintendent and he has concerns. She invited him to attend the Planning Commission meeting.

Don Webster – Council Position #3

- Thanked Bryan and City Clerk for getting the signs up quickly at railroad crossing. Hope Burlington Northern gets the repair done quick.

Brian Watson – Council Position #1

- Will be working the concession stand at Music in the Park on Saturday stop over and get a burger at the Booster club wagon. Good start for Napavine HS football 2-0 so far. Soccer is doing good as well and Volleyball is starting.

Ivan Wiediger – Council Position #2

- Attended the football game last Friday and it was nice to see the police officers there and tossing the football around with the kids. This is good for the community.

Deborah Graham-Planning Commission

- There is a workshop on September 19th at 5 p.m. with the Napavine School District.

NEW BUSINESS

VOUCHERS- M. WHITTEN

September 13, 2022, First Council Meeting, Accounts Payable: 37745-37786; \$174,800.91, Payroll Vendor: -0-, Electronic Payments dates EFT*20220901-06 FTSSB*20220801-3; \$1,831.76, Electronic Payroll; EFT*202209-07 \$11,476.51; ACH Direct Deposit: 9/1 Direct Deposit; \$27,276.52. Vouchers Grand Total: \$215,385.70.

MOVED:	Don Webster	Motion: Approval of the Vouchers dated September 13, 2022, First Council Meeting
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Traffic Analysis Completed 669 Koontz Rd – R. Denham

MOVED:	Ivan Wiediger	Motion: Approval to move forward with next steps for speed limit change
SECONDED:	Don Webster	
<i>Discussion: The chief feels the speed limit should be lowered.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Select date & time for Nuisance Workshop – R.Denham

Judy is asking that someone from the council join us on Tuesday, September 20th at 9 am during our monthly Leadership meeting. Don Webster and Duane Crouse volunteered to attend. *No Motion needed

Fuel Station Code Change Recommendation – R.Denham/B.Morris

MOVED:	Don Webster	Motion: Approve planning recommendation code change 17.28.020 from Permitted to code 17.28.040 conditional use.
SECONDED:	Heather Stewart	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

225 2nd Ave NE -Change: Commercial to Residential Billing – R. Denham

MOVED:	Duane Crouse	Motion: Approve the rate change from commercial to residential billing
SECONDED:	Ivan Wiediger	
<i>Discussion: Councilor Heather Stewart asked is it zoned commercial. Bryan Morris commented that it is zoned commercial however it's a residence and should be in residential billing not commercial.</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Rognlin PH Planning Narrative Recommendation – B. Morris

Bryan asked council for a motion and a second to approve as a first read and to accept all conditions from Planning. Bryan stated that this is accepting the conditions from Planning that council has received the project information. There is also a 14-day appeal period.

MOVED:	Heather Stewart	Motion: Table item until after the planning commission meeting
SECONDED:	Brian Watson	
<i>Discussion: Councilor Heather Stewart asked the this be tabled until after the workshop. Even though Bryan states that they are unrelated the school thinks otherwise and is exceeding capacity. Growth is exceeding what the public infrastructure can support at this time, Councilor Wiediger and the Mayor made comment on the motion along with Councilor Brian Watson. The mayor suggested to move forward on the first read to keep moving forward. Bryan Watson asked to table item and wait for him to help make decision.</i>		
VOTE ON MAIN MOTION:	2-3 Motion Opposed; 2 aye; Heather Stewart, Brian Watson and 3 nay: Ivan Wiediger, Don Webster, and Duane Crouse.	

MOVED:	Don Webster	Motion: Approve the Rognlin’s project recommendation
SECONDED:	Ivan Wiediger	
<i>Discussion: Councilor Duane Crouse asked to add a recommendation: To move sidewalk to the other side of drainage ditch. This is for safety of people who will utilize the sidewalk. Director Morris stated that this should be passed and without another public hearing.</i>		
VOTE ON MAIN MOTION:	3-2 Motion Carried; 3 aye; Ivan Wiediger, Don Webster, Duane Crouse and 2 nay; Brian Watson, Heather Stewart.	

Jerry Nixon PH Planning Narrative Recommendation – B. Morris

MOVED:	Heather Stewart	Motion: Approve with a motion and second for first read
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Cliff Morris PH Planning Narrative Recommendation – B. Morris

MOVED:	Don Webster	Motion: Approve the narrative recommendation
SECONDED:	Ivan Wiediger	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

Blake Grant Agreement – L. DeWitt

MOVED:	Don Webster	Motion: Approve the AOC Blake Agreement
SECONDED:	Heather Stewart	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	5-0 Motion Carried; 5 aye and 0 nay.	

CITIZEN COMMENTS – NON-AGENDA ITEMS: No Comments

ADJOURNMENT:

MOVED:	Ivan Wiediger	Motion: To Adjourn – Close of Meeting
SECONDED:	Don Webster	
<i>Discussion: Meeting Adjourned at 6:47 p.m.</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 from freeconferencecall.com at the link <https://fccdl.in/RQBYrGyKND>

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O’Neill, Mayor

Councilor

407 Birch Ave SW, P. O. Box 810
Napavine, WA 98565
Phone: (360) 262-3547
Fax: (360) 262-9199
www.cityofnapavine.com



Shawn O'Neill, Mayor
Rachelle Denham, City Clerk
Michelle Whitten, Treasurer
John Brockmueller, Chief of Police
Bryan Morris, PW – CD Director

To: Mayor and City Council

From: Rachelle Denham, City Clerk

RE: Clerk's Report for Council Meeting, September 27, 2022

Clerk Report:

Department Head Meeting-

Date held: September 20, 2022

Attendees: City Clerk, Rachelle Denham; Treasurer, Michelle Whitten; PW.CD Director, Bryan Morris; Chief of Police, John Brockmueller; Executive Assistant, Judy Godbey; Court Administrator, Lacie DeWitt; Mayor Pro-Tem, Duane Crouse. General conversation took place around several administrative duties/tasks. To highlight

Topics Discussed

- **Nuisance code clean-up-** This is a big project and will continue to work on it but all in attendance agreed that many of the city codes are affected and several inter cross and need updated.
- **Website Responsibilities-** Each department is responsible for updating their department and information.
- **Payroll Change** - Will paydays be paid on the Friday before holiday? Thanksgiving payday on Wednesday before Thanksgiving?
- **Codes: R. Denham** – The mayor would like all of us to bring codes that directly impact your department and need changed to this monthly meeting so we can collaborate and work to get them updated.
- **Trunk or Treat-** Yes, the PD is planning an event like last year.



Clerk's Office

407 Birch Ave SW, P. O. Box 810 Napavine, WA 98565

Phone: (360) 262-3547 Fax: (360) 262-9199

www.cityofnapavine.com

August 23, 2022

To: Council

From: Morgan Easley, Clerk Assistant

During August shut-off, the Clerk-Treasurer's office had come together to discuss how the city could make utility shut-offs more efficient for the office as a whole and a way to help the citizens of Napavine. After much needed brainstorming and researching many cities, I saw different procedures being done to be more flexible for the citizens.

First, the city's utility due date is on the 25th of every even month, with the exception of the due date falling on a holiday or weekend. We allow the following business day to be the due date. The Clerk's Office would like to change the due date to the last day of the month. This will give our citizens an additional 5 to 6 days to the billing period.

Additionally, I had come across many cities who put out a 24-to-48-hour door hanger notice advising customers who are subjected to shut-off. After collaborating and bouncing scenario after scenario, the thought of a 48-hour door hanger with a \$10.00 charge giving customers an additional notice would be beneficial to the billing process, Public Works and to the citizens giving them an additional notice to figure out their finances. This billing cycle there were 30 accounts to be shut-off and by the end of the day we only had a few accounts remaining to be turned on. There was a constant email chain to Public Works, where there whole day was dedicated to this only. Allowing a 48-hour notice will shorten the shut-off list to only a very few citizens.

Throughout the billing cycle we have several customers who ask if the city has a payment arrangement plan to prevent them being shut-off. Currently, our code does not allow this to be done. The city should be willing to work with the citizens who have fallen on hard times and struggling to make ends meet with the exception that the payment arrangement is paid in full by the following billing cycle.

Overall, these amendments to the code would be very proactive for the citizens of Napavine. It shows that we are willing to help and practice good faith. These changes would be a positive to the billing procedure.

Respectfully,

Morgan Easley

**NAPAVINE CITY COUNCIL
FINDINGS, CONCLUSIONS AND DECISION**

Land Use Application No.: Rognlin's Rush Rd Subdivision

Applicant: Randy Rognlin – Rognlin Properties LLC

Date of Written Decision: September 27, 2022

Summary of Decision. The Applicant's request for SEPA/Land Use is **GRANTED**
 DENIED.

Request for Land Use. The proposed plat consists of 68 single family residential lots and two commercial lots, along with six tracts for open space, utilities/access, and stormwater. The proposal will take place on two existing parcels for a total site area of 25.21 acres. The site is split-zoned, with a 2.41-acre portion in the northwest corner zoned General Commercial and the remainder zoned R3-High Density Residential.

Meeting Date. An open public meeting was held before the Napvine City Council on September 13, 2022.

Materials. Prior to the open public meeting, the Napavine Community Development Department prepared a staff report and provided the same to the City Council. During the open public meeting,

No additional materials were submitted to the City Council.

Additional materials were submitted and are on file and made a part of the record.

Comment. At the open public meeting, the Napavine Community Development Department presented the staff report and the opinion of the planning commission to the City Council.

Public Comment. At the open public meeting:

No members of the community made comments in support of or in opposition to the Applicant's request.

One or more members of the community made comments in support of the Applicant's request, and a summary of such comments together with identification of the individual(s) is on file herewith and made a part of the record.

One or more members of the community made comments in opposition to the Applicant's request, and a summary of such comments together with identification of the individual(s) is on file herewith and made a part of the record.

Findings. Upon consideration of the materials and testimony received as set forth above, the Napavine City Council enters the following Findings:

1. Applicant is the owner of the Subject Property.
2. The Subject Property is located within the jurisdictional boundaries of the City of Napavine, and is more specifically located at 1054 Rush Road, Napavine, WA 98565; Section 26 Township 13N Range 02W PT S 19 AC N24 NW4, EX N 100' & RD 6.00 Acres (018152003000)
Section 26 Township 13N Range 02W N2 N2 SW4 NW4 & PT S 19 AC NW4 NW4 EX N 100' & RD 19.21 Acres (018152004000)
3. This application for Land Use is subject to DNS.
4. The current condition of the Subject Property is: undeveloped.
5. The Subject Property is zoned Commercial/Industry.
6. Land uses of properties adjacent to the Subject Property are as follows:
 - i. North and west are undeveloped agriculture lands. South is developed single residential lands. East is an undeveloped residential land.
 - ii. To the north and west are undeveloped agriculture parcels zoned C and R-3. To the south is developed single residential parcel zoned R-2, and to the east is an undeveloped residential parcel zoned C and R-2.
7. The area of the Subject Property is approximately 25.12 acres.
8. As proposed, Applicant requests a Land Use from the literal requirements of Napavine Municipal Code(s) Title 12 NMC "Streets, Sidewalk and Public Places"; Title 13 NMC "Public Service"; Title 14 NMC "Miscellaneous Provisions"; Title 15 NMC "Building and Construction"; Title 16 NMC "Subdivisions"; Title 17 NMC "Zoning"; Title 18 NMC "Environment"; the 2017 City of Napavine Comprehensive Growth Management Plan 2003-2023 (as updated), and City of Napavine Public Work Standard.
9. The location of the Subject property is in a predominantly commercial neighborhood.
10. The surrounding property uses are Commercial, R-2, R-3.
11. Granting the requested Land Use will not be materially detrimental to the public welfare.
12. Granting the requested Land Use will not be injurious to nearby properties.
13. Granting the requested Land Use will not adversely affect the goals and policies of the City of Napavine and its' comprehensive plan.
14. To the extent not fully set forth herein, the City Council incorporates any Findings found in the Conclusions and Decision on this matter.

Conclusions. Upon consideration of the materials and comments received as set forth herein, and the Findings herein, the Napavine City Council makes the following Conclusions:

1. The City of Napavine, more specifically the Napavine City Council, has jurisdiction over the parties hereto, and the subject matter herein.
2. Applicant requests a Land Use from Napavine Municipal Code 17.28.

Decision. At the open public meeting held September 13, 2022, the City Council considered the materials presented and the comments received in support of and/or in opposition to this matter.

No motion was made by the City Council and as a result the Applicant's request for Land Use is denied.

Motion was made and seconded to Grant Deny the Applicant's request for Land Use. Opportunity for discussion held. Motion Approved Denied.
The following conditions were recommended by the Napavine City Council:

- Adopt all conditions of approval set forth in the City of Napavine's Staff Report conditions as well as major comments and recommendations from the minutes of the planning commission public hearing. See Recommendation Summary Memorandum.
- Council Recommendation: Councilor Duane Crouse recommended to move sidewalk to the other side of drainage ditch. This is for the safety of people who utilize the sidewalk.

The decision of the City Council shall take effect upon entry of the Council's written decision.

As set forth herein, Applicant's request for Land Use is **GRANTED** **DENIED**.

Approval of project shall become void after the expiration of three (3) years from the date of the approval by the city council on such terms and interim milestones as the council may deem appropriate. During this time the terms and conditions upon which approval was given will not be changed without the approval of the city council.

Note: This decision of the Napavine City Council constitutes a land use decision as defined under Chapter 36.70C RCW. Accordingly, an aggrieved party has a right of appeal to the Lewis County Superior Court by way of Petition filed within twenty-one (21) days of issuance of this Decision.

DATED THIS 27th day of September 2022.

→ _____
MAYOR

Attest: →

CLERK

**NAPAVINE CITY COUNCIL
FINDINGS, CONCLUSIONS AND DECISION**

Land Use Application No.: Nixon Industrial Building Development

Applicant: Jerry Nixon – Nixon Construction

Date of Written Decision: September 27, 2022

Summary of Decision. The Applicant’s request for land Use/Variance is **GRANTED** **DENIED.**

Request for Land Use. To build a 5000 sq. ft. shop for storage for concrete business. Asking for a Variance to do no frontage improvements.

Meeting Date. An open public meeting was held before the Napvine City Council on September 13, 2022.

Materials. Prior to the open public meeting, the Napavine Community Development Department prepared a staff report and provided the same to the City Council. During the open public meeting,

No additional materials were submitted to the City Council.

Additional materials were submitted and are on file and made a part of the record.

Comment. At the open public meeting, the Napavine Community Development Department presented the staff report and the opinion of the planning commission to the City Council.

Public Comment. At the open public meeting:

No members of the community made comments in support of or in opposition to the Applicant’s request.

One or more members of the community made comments in support of the Applicant’s request, and a summary of such comments together with identification of the individual(s) is on file herewith and made a part of the record.

One or more members of the community made comments in opposition to the Applicant’s request, and a summary of such comments together with identification of the individual(s) is on file herewith and made a part of the record.

Findings. Upon consideration of the materials and testimony received as set forth above, the Napavine City Council enters the following Findings:

1. Applicant is the owner of the Subject Property.
2. The Subject Property is located within the jurisdictional boundaries of the City of Napavine, and is more specifically located at 665 Forest Napavine Road in Napavine, WA 98565. (Lewis County Parcel No. 018145002000).

3. This application for Land Use is subject to environmental review.
4. The current condition of the Subject Property is: undeveloped.
5. The Subject Property is zoned Commercial/Industry.
6. Land uses of properties adjacent to the Subject Property are as follows:
 - i. To the north and east is an undeveloped parcel zoned commercial/Industrial. To the south is a developed parcel zoned commercial/industrial and Residential 3. To the west is a developed parcel zoned commercial and Residential 3.
7. The area of the Subject Property is approximately 10.1 acres.
8. Development of surrounding properties has taken place when Commercial zoning was in effect, and as a result, the character of the neighborhood is predominantly Commercial and Commercial-1.
9. As proposed, Applicant requests a Land Use from the literal requirements of Napavine Municipal Code(s) Title 12 NMC "Streets, Sidewalk and Public Places"; Title 13 NMC "Public Service"; Title 15 NMC "Building and Construction"; Title 17 NMC "Zoning"; Title 18 NMC "Environment"; the 2017 City of Napavine Comprehensive Growth Management Plan 2003-2023 (as updated), and City of Napavine Public Work Standard.
10. The location of the Subject property is in a predominantly commercial neighborhood.
11. The surrounding property uses are commercial.
12. The developed properties on the north side of the Subject Property (contiguous) is commercial.
13. Allowing applicant, to build a 5000 sq. ft. shop for storage for concrete business. Asking for a Variance to do no frontage improvements.
14. Granting the requested Land Use will not be materially detrimental to the public welfare.
15. Granting the requested Land Use will not be injurious to nearby properties.
16. Granting the requested Land Use will not adversely affect the goals and policies of the City of Napavine and its' comprehensive plan.
17. To the extent not fully set forth herein, the City Council incorporates any Findings found in the Conclusions and Decision on this matter.

Conclusions. Upon consideration of the materials and comments received as set forth herein, and the Findings herein, the Napavine City Council makes the following Conclusions:

1. The City of Napavine, more specifically the Napavine City Council, has jurisdiction over the parties hereto, and the subject matter herein.
2. Applicant requests a Land Use from Napavine Municipal Code 17.28.

Decision. At the open public meeting held September 13, 2022, the City Council considered the materials presented and the comments received in support of and/or in opposition to this matter.

No motion was made by the City Council and as a result the Applicant's request for Land Use is denied.

Motion was made and seconded to Grant Deny the Applicant's request for Land Use. Opportunity for discussion held. Motion Approved Denied.
 The following conditions were recommended by the Napavine City Council:

- Adopt all conditions of approval set forth in the City of Napavine's Staff Report conditions as well as major comments and recommendations from the minutes of the planning commission public hearing. See Recommendation Summary Memorandum.

The decision of the City Council shall take effect upon entry of the Council's written decision.

As set forth herein, Applicant's request for Land Use is **GRANTED** **DENIED**.

Approval of project shall become void after the expiration of three (3) years from the date of the approval by the city council on such terms and interim milestones as the council may deem appropriate. During this time the terms and conditions upon which approval was given will not be changed without the approval of the city council.

Note: This decision of the Napavine City Council constitutes a land use decision as defined under Chapter 36.70C RCW. Accordingly, an aggrieved party has a right of appeal to the Lewis County Superior Court by way of Petition filed within twenty-one (21) days of issuance of this Decision.

DATED THIS 27th day of September 2022.

→ _____
 MAYOR

Attest: → _____
 CLERK



Clerk's Office
407 Birch Ave SW, P. O. Box 810 Napavine, WA
98565 Phone: (360) 262-3547 Fax: (360) 262-9199
www.napavine.wa.gov

NAPAVINE CITY COUNCIL DECISION

Applicant/Project Name: Cliff Morris Short Plat

Public Meeting: September 13, 2022, Council Meeting

Date of Written Decision: September 27, 2022, Council Meeting

Council Decision: Approved as Presented:

Approved with Recommendation:

Denied-Reason(s):

MAYOR

Attest: CLERK

****All project supporting documentation is located in the community development department.**

CITY OF NAPAVINE – FINAL ORDER & DECISION

FINAL ORDER

Based upon the foregoing Findings of Fact, The City of Napavine Planning Commission voted on August 29, 2022, to recommend the short plat and proposal move on to City Council for final approval with the condition that the hydrant remain in the right-of-way at Forest Napavine Road.

DECISION

The Planning Commission hereby adopts these Findings of Facts as stated and has voted to recommend city council to approve the Application as described in the Final order above.

YEAS: 3

NAYS: 0

Abstained: 0



Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Date Action Taken	
Attest:	

**City of Napavine
Action Memorandum No. 22-09**

AM 22-09: Leak Adjustment 2869.4

Originator: Morgan Easley, Clerk Assistant

Agenda of: September 27, 2022

Date: September 22, 2022

Route to:	Department Head	Signature	Date
<input type="checkbox"/> Objects <input type="checkbox"/> No Objections	Rachelle Denham, City Clerk		
<input type="checkbox"/> Objects <input type="checkbox"/> No Objections	Bryan Morris, Public Works Director		

Review by Mayor Shawn O'Neill: _____

Attachment(s): Receipt for the repair by Twin County Plumbing.

Fiscal Impact: yes no

Summary statement: Account 2869.4 has submitted a leak adjustment request for August's billing cycle. On July 4th, 2022, city building inspector, Rylee Hutchison, was called out to the property by a neighbor who realized the new home under construction had a major leak in the front lawn. Inspector Hutchison immediately shut the water off to the home from the meter. Due to high demand of plumbers, the repair was not repaired until September 8, 2022. The developer and I stayed in good communication throughout the process. It was determined that the leak was at the meter on the property side. Due the property being under development and the holiday weekend, it is undetermined as to when the leak had started. Within the billing cycle, the amount of consumption used was 88,322 cubic feet which totaled \$3,914.89 for August's bill.

Pursuant to NMC 13.02.200(B). Any water customer of the city may receive a maximum of one utility bill adjustment year based upon unexpected leaks or breakdowns of customer plumbing, subject to acceptable review and acceptance of their adjustment request by the city. **The maximum adjustment period for customers shall be one billing cycle (two months) in the amount of five hundred dollars. Any adjustment over the amount of five hundred dollars shall require council approval.** Any additional breakage, leaks or other catastrophes creating an inordinate cost to the customer may apply for an additional leak adjustment with city council approval within a one-year period.

Staff Recommendation:

- Grant the leak adjustment in the amount of \$3,745.33.

Twin County Plumbing 108462
 4415 183rd Ave. SW
 Rochester, WA 98579

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 9-8-2022
NAME W.H. Carpentry		
ADDRESS		
CITY, STATE, ZIP		
SOLD BY	CASH	C.O.D.
CHARGE	ON ACCT.	MDSE. RETD.
		PAID OUT

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	1 3/4 PVL 90°		2 00
2	2 3/4 PVL couplings		4 00
3	labor		125 00
4		total	131 00
5			
6	repair leak at 227 Fenway		
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			

RECEIVED BY

KEEP THIS SLIP FOR REFERENCE