



Napavine City Council & Staff

Shawn O'Neill, Mayor

Brian Watson, Council Position #1
Ivan Wiediger, Council Position #2
Don Webster, Council Position #3

Heather Stewart, Council Position #4
Duane Crouse, Council Position #5

Staff Members:

Rachelle Denham, City Clerk
Bryan Morris, CD / PW Director
Jim Buzzard, City Attorney

Michelle Whitten, Treasurer
John Brockmueller, Police Chief

WORKSHOP NOTICE

October 8, 2024 @ 5:30-6:00 p.m.

@ NAPAVINE CITY HALL

COUNCIL CHAMBERS

AGENDA:

- **2025 Projected Revenues**
- **2025 Fee Schedules**



Treasurer's Office

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

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

www.cityofnapavine.com

2025 Budget Revenues-

Current Expense 001 Fund

Revenues –

- Slight increase to Sales and Use Tax
- Property tax increase the 1%
- Building Permits and Pass Through revenue will be lower (Community Development is working on projects, but timelines are unknown)

Park Improvement Fund 004

Revenues-

- Potential of Grant for Skatepark – unknown at this time

General Capital Equipment Fund 005

Revenues-

- Nothing new except higher investment interest

City Street Fund 101

Revenues-

- Revenues remain similar but will have sale of dump truck

Street Improvement Fund 105

Revenues- Increase

- Potential TIB Funds and/or Federal funds for Rush Rd which Public Works is working on which could be over \$3 million dollars

Criminal Justice Fund 110

Revenues-

- Similar to 2024 with a surplus of old police car (may happen end of this year)

Local Recovery Fiscal Funds 115

Revenue- -0-

Project Planning 305

Revenue

- Will be receiving \$50k from Commerce for Climate Control GMA

Water Fund 401

Revenue

- Water Service slight increase
- Increase to Investment Interest

Water System Improvement Fund 402

Revenue

→ Water Comp Plan Grant \$150,000

Wastewater Fund 406

Revenue

→ Similar to 2024

Wastewater System Improvement Fund 408

Revenue

→ Jefferson Station Improv .09 Grant \$1. Million let to spend

→ We have been notified of PWTF funding – still waiting to hear if loan or grant or mix of both

Street Capital Equipment Fee 102

Sewer Capital Equipment Fee 409

Water Capital Equipment Fee 411

These three funds are very similar to previous years in keeping the “transfers in” to build up funds for capital equipment purchases.

2025 Estimated Revenue

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
General Fund 001						
Taxes						
General Property Taxes						
001-000-000-311-10-00-00	Property Taxes	\$180,000.00	\$175,768.54	\$187,000.00	\$106,776.62	\$187,000.00
001-000-000-311-10-01-00	Delinquent Property Taxes	\$2,000.00	\$1,348.46	\$2,000.00	\$944.86	\$1,500.00
	Total General Property	\$182,000.00	\$177,117.00	\$189,000.00	\$107,721.48	\$188,500.00
Retail Sales and Use						
001-000-000-313-11-00-00	Sales And Use Tax	\$542,000.00	\$673,809.41	\$654,500.00	\$429,798.05	\$667,000.00
	Total Retail Sales and	\$542,000.00	\$673,809.41	\$654,500.00	\$429,798.05	\$667,000.00
Business and						
001-000-000-316-41-00-00	Electric UT Tax	\$98,000.00	\$106,917.14	\$107,000.00	\$91,567.17	\$107,000.00
001-000-000-316-43-00-00	Utility Tax - Water Service	\$28,500.00	\$33,758.74	\$35,000.00	\$24,423.35	\$35,000.00
001-000-000-316-44-00-00	Utility Tax - Wastewater Svc	\$48,900.00	\$50,914.90	\$56,000.00	\$35,504.85	\$56,000.00
001-000-000-316-46-00-00	Cable TV UT Tax	\$3,500.00	\$4,553.18	\$4,150.00	\$2,853.78	\$4,150.00
001-000-000-316-47-00-00	Telephone UT Tax	\$28,000.00	\$20,229.59	\$20,000.00	\$15,392.25	\$20,000.00
001-000-000-316-81-00-00	Gambling Excise Tax	\$5,000.00	\$2,346.24	\$2,500.00	\$1,412.07	\$2,500.00
	Total Business and	\$211,900.00	\$218,719.79	\$224,650.00	\$171,153.47	\$224,650.00
	Total Taxes	\$935,900.00	\$1,069,646.20	\$1,068,150.00	\$708,673.00	\$1,080,150.00
Licenses and Permits						
001-000-000-321-10-01-00	Alcoholic Beverages Business License	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-321-20-00-00	Health Business Licenses	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-321-30-00-00	Police & Protective Business License/Firework Permits	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-321-60-00-00	Professional/Occupations Business License	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
001-000-000-321-91-00-00	Franchise Fees - LeMay	\$8,500.00	\$15,467.54	\$11,500.00	\$12,514.39	\$16,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
001-000-000-321-91-01-00	Franchise Fee - Wave Broadband	\$3,000.00	\$3,284.67	\$3,200.00	\$3,196.35	\$3,200.00
001-000-000-321-91-02-00	Franchise Fee - Lightspeed Network	\$360.00	\$0.00	\$360.00	\$0.00	\$360.00
001-000-000-321-99-00-00	Misc. Business License	\$2,500.00	\$6,460.41	\$5,500.00	\$4,262.09	\$5,500.00
001-000-000-321-99-01-00	Misc. Permits/Grading Permits	\$1,750.00	\$0.00	\$1,750.00	\$0.00	\$100.00
001-000-000-322-10-00-00	Building Permits	\$50,000.00	\$23,921.55	\$25,000.00	\$7,096.40	\$15,000.00
001-000-000-322-10-01-00	Property Improvement Permit	\$400.00	\$375.00	\$400.00	\$150.00	\$400.00
001-000-000-322-30-00-00	Animal License	\$600.00	\$1,500.00	\$1,200.00	\$1,180.00	\$1,400.00
001-000-000-322-40-00-00	Other Zoning Permits	\$2,000.00	\$1,350.00	\$2,000.00	\$1,850.00	\$2,000.00
001-000-000-322-90-00-00	Other Non-Business Licenses/Permits	\$250.00	\$336.00	\$250.00	\$476.00	\$450.00
Total Licenses and		\$72,135.00	\$52,695.17	\$51,160.00	\$30,725.23	\$44,410.00
Intergovernmental						
001-000-000-333-20-60-20	DOT/NHTSA Seatbelt OT Enforcement 20.602	\$0.00	\$0.00	\$0.00	\$367.02	\$0.00
001-000-000-334-01-20-00	WASPC Grants	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
001-000-000-334-03-50-00	Traffic Safety Grant	\$0.00	\$5,335.99	\$5,000.00	\$1,223.54	\$5,000.00
001-000-000-334-03-52-06	WTCS - X52 Dui OT Grant	\$0.00	\$0.00	\$0.00	\$396.40	\$0.00
001-000-000-334-04-20-00	Dept of Commerce State Grant	\$55,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00
001-000-000-334-04-20-01	Dept of Commerce HAPI Grant	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00
001-000-000-334-13-20-00	AOC Cost Reimbursement	\$0.00	\$665.00	\$1,000.00	\$772.00	\$1,000.00
001-000-000-335-00-91-00	PUD Privilege Tax	\$13,000.00	\$12,984.54	\$13,200.00	\$13,167.34	\$13,200.00
001-000-000-336-00-98-00	City Assistance	\$23,500.00	\$7,743.20	\$8,000.00	\$3,549.90	\$8,000.00
001-000-000-336-00-99-00	Streamlined Mitigation	\$0.00	\$65,691.00	\$0.00	\$0.00	\$0.00
001-000-000-336-06-94-00	Liquor/Beer Excise Tax	\$13,411.00	\$17,202.70	\$14,424.00	\$10,269.32	\$13,382.00
001-000-000-336-06-95-00	Liquor Control Board Profits	\$14,956.00	\$14,947.64	\$15,062.00	\$7,530.17	\$15,035.00
001-000-000-337-00-00-00	Agency Collection - Timber Excise Tax	\$400.00	\$200.70	\$400.00	\$0.00	\$400.00
Total Intergovernmental		\$120,267.00	\$209,770.77	\$132,086.00	\$37,275.69	\$56,017.00
Charges for Goods and						
001-000-000-341-33-00-00	Municipal Court - Administrative Fees	\$500.00	\$2,399.85	\$1,000.00	\$3,395.27	\$3,500.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
001-000-000-341-35-00-00	Court Certified/copy Fees	\$0.00	\$3.64	\$0.00	\$11.34	\$10.00
001-000-000-341-42-00-00	Treasurer's Fees	\$2,000.00	\$926.50	\$1,000.00	\$2,244.11	\$1,500.00
001-000-000-341-49-00-00	Court Filing Fees -(Morton/Mossyrock)	\$0.00	\$384.10	\$2,000.00	\$2,456.80	\$2,500.00
001-000-000-341-49-01-00	Winlock Court Admin Services	\$0.00	\$0.00	\$0.00	\$31,013.69	\$0.00
001-000-000-341-70-00-00	Sales of Merchandise/Publications/Maps	\$125.00	\$0.00	\$125.00	\$0.00	\$125.00
001-000-000-341-81-00-00	Public Records/Copies/Faxes	\$185.00	\$143.85	\$185.00	\$463.65	\$185.00
001-000-000-341-95-00-00	Court Legal Services	\$1,600.00	\$557.65	\$500.00	\$1,048.23	\$750.00
001-000-000-342-10-00-00	Law Enforcement Services/Accident Reports	\$0.00	\$31.00	\$25.00	\$18.00	\$25.00
001-000-000-342-10-01-00	Fingerprint Services	\$65.00	\$93.50	\$65.00	\$77.00	\$100.00
001-000-000-342-10-03-00	Napavine PD Court Security	\$0.00	\$2,679.07	\$2,800.00	\$2,280.41	\$2,800.00
001-000-000-342-21-00-00	Fire Protection Services/Fire Hydrants	\$3,835.00	\$3,835.00	\$3,835.00	\$0.00	\$3,835.00
001-000-000-342-33-00-00	Court Probation Fees	\$250.00	\$0.00	\$250.00	\$95.76	\$250.00
001-000-000-342-36-00-00	House/Monitor Prisoners	\$500.00	\$605.50	\$500.00	\$634.09	\$500.00
001-000-000-342-40-00-00	Inspection Services	\$5,000.00	\$1,217.00	\$1,500.00	\$475.50	\$1,500.00
001-000-000-344-10-00-00	Street Admin/Treasurer's Fee	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
001-000-000-345-23-00-00	Animal Control & Shelter Services	\$100.00	\$35.00	\$100.00	\$105.00	\$100.00
001-000-000-345-29-00-00	Other Environmental/Abatement Services	\$43,820.00	\$0.00	\$500.00	\$0.00	\$500.00
001-000-000-345-81-00-00	Zoning & Subdivision Fees	\$1,300.00	\$0.00	\$1,300.00	\$1,920.00	\$1,500.00
001-000-000-345-81-01-00	Zoning & Subdivision Pass thru - DONT USE	\$0.00	\$27,570.03	\$0.00	\$7,651.25	\$0.00
001-000-000-345-83-00-00	Plan Checking Services	\$20,000.00	\$5,478.26	\$5,000.00	\$711.84	\$5,600.00
001-000-000-345-83-03-00	Development Pass Through Plan Reviews	\$75,000.00	\$8,278.30	\$85,000.00	\$21,226.95	\$40,000.00
001-000-000-345-86-00-00	Sepa Fees	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
001-000-000-345-89-00-00	Other Planning/Development Services (Environmental)	\$250.00	\$0.00	\$250.00	\$1,191.49	\$250.00
001-000-000-347-30-00-00	Park Activity Fees	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
001-000-000-347-30-00-01	Com. Park Electrical Reimbursement	\$250.00	\$0.00	\$250.00	\$0.00	\$250.00
001-000-000-347-31-00-00	Com Park Rec Facility Fee-Youth Sports	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Total Charges for Goods		\$156,780.00	\$54,358.25	\$108,185.00	\$77,120.38	\$67,780.00
Fines and Penalties						
001-000-000-352-30-00-00	Proof MV Ins Admin Costs	\$125.00	\$0.00	\$125.00	\$294.74	\$125.00
001-000-000-352-90-00-00	Other Civil Penalties	\$0.00	\$0.00	\$10.00	\$0.00	\$10.00
001-000-000-352-90-01-00	Other Civil Penalties	\$0.00	\$11.00	\$0.00	\$0.00	\$0.00
001-000-000-353-10-00-00	Traffic Infraction Penalties	\$7,600.00	\$5,778.70	\$7,600.00	\$6,233.57	\$7,600.00
001-000-000-353-10-01-00	JIS City Share	\$100.00	\$852.41	\$500.00	\$479.28	\$500.00
001-000-000-353-10-21-00	Distracted Driving Prev Acct	\$100.00	\$0.00	\$100.00	\$52.75	\$100.00
001-000-000-353-10-80-00	Def Find Admin Fine	\$1,500.00	\$576.98	\$600.00	\$800.00	\$700.00
001-000-000-353-70-00-00	Non-Traffic Infraction Penalties	\$150.00	\$220.43	\$150.00	\$0.00	\$150.00
001-000-000-354-00-00-00	Civil Parking Infraction Penalties	\$100.00	\$0.00	\$100.00	\$30.00	\$100.00
001-000-000-355-20-00-00	Criminal DUI Fines	\$375.00	\$346.23	\$375.00	\$403.72	\$375.00
001-000-000-355-20-03-00	Crim DUI Conviction Fee	\$10.00	\$116.03	\$100.00	\$90.77	\$100.00
001-000-000-355-80-00-00	Criminal Traffic Misd. Fines	\$2,500.00	\$6,181.58	\$4,000.00	\$4,080.83	\$6,100.00
001-000-000-355-80-02-00	Criminal Conviction Fee CT	\$45.00	\$209.34	\$150.00	\$110.38	\$150.00
001-000-000-356-90-00-00	Criminal Non-Traffic Fine	\$100.00	\$298.56	\$300.00	\$251.25	\$300.00
001-000-000-356-90-00-14	Criminal Conviction Fee CN	\$10.00	\$19.51	\$10.00	\$42.61	\$20.00
001-000-000-357-33-00-00	Public Defense Recoupment	\$1,500.00	\$5,959.95	\$1,500.00	\$2,971.33	\$6,000.00
001-000-000-357-37-00-00	Municipal Court Cost Recoupments	\$1,250.00	\$275.95	\$850.00	\$899.01	\$850.00
001-000-000-359-00-02-00	Late Fees	\$2,500.00	\$15.46	\$200.00	\$362.37	\$300.00
Total Fines and Penalties		\$17,965.00	\$20,862.13	\$16,670.00	\$17,102.61	\$23,480.00
Miscellaneous Revenues						
001-000-000-361-11-00-00	Investment Interest Earned	\$1,200.00	\$4,024.79	\$2,500.00	\$1,882.34	\$3,500.00
001-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$117.41	\$0.00	\$9,673.81	\$7,000.00
001-000-000-361-40-00-00	Sales Interest	\$350.00	\$1,909.19	\$1,500.00	\$1,618.75	\$2,000.00
001-000-000-361-40-01-00	Interest on Gambling Excise Tax	\$0.00	\$0.00	\$0.00	\$3.73	\$0.00
001-000-000-361-40-02-00	Other Interest	\$0.00	\$17.74	\$0.00	\$3.73	\$0.00
001-000-000-362-40-00-00	Short-Term Facilities Rentals	\$200.00	\$10.00	\$200.00	\$0.00	\$200.00
001-000-000-362-50-02-00	Internal Facilities Rent	\$59,860.00	\$59,828.03	\$59,860.00	\$49,856.75	\$59,860.00
001-000-000-367-11-01-00	City Parks Contributions/Rentals	\$40.00	\$0.00	\$40.00	\$0.00	\$40.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
001-000-000-369-20-00-00	Unclaimed Money/Sale of Unclaimed Property	\$0.00	\$0.00	\$0.00	\$19.20	\$20.00
001-000-000-369-30-00-00	Confiscated & Forfeited Property	\$0.00	\$0.76	\$0.00	\$0.00	\$0.00
001-000-000-369-40-00-00	Judgments & Settlements	\$10,825.00	\$0.00	\$100.00	\$0.00	\$100.00
001-000-000-369-40-01-00	Settlements/Reimbursement for Park Damages	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00
001-000-000-369-91-00-00	Miscellaneous	\$200.00	\$35.00	\$200.00	\$27.05	\$200.00
001-000-000-369-91-01-00	Insurance Refunds/Workers Comp	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
001-000-000-369-91-02-00	US Bank Excess Rebate	\$200.00	\$934.23	\$500.00	\$648.56	\$900.00
001-000-000-369-91-03-00	NSF Fees	\$240.00	\$400.00	\$240.00	\$240.00	\$240.00
001-000-000-369-91-04-00	Notary Signature Fees	\$100.00	\$40.00	\$100.00	\$180.00	\$150.00
	Total Miscellaneous	\$73,715.00	\$67,467.15	\$65,740.00	\$64,153.92	\$74,710.00
	Total General Fund 001	\$1,376,762.00	\$1,474,799.67	\$1,441,991.00	\$935,050.83	\$1,346,547.00
	Substance Abuse Fund					
	Fines and Penalties					
002-000-000-356-50-03-00	City Drug Fund	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
	Total Fines and Penalties	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
	Miscellaneous Revenues					
002-000-000-361-11-00-00	Investment Interest Earned	\$20.00	\$288.22	\$50.00	\$51.69	\$105.00
002-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$1.50	\$0.00	\$155.26	\$100.00
002-000-000-369-30-00-00	Sale of Confiscated Property	\$0.00	\$157.25	\$80.00	\$0.00	\$300.00
002-000-000-369-30-01-00	Forfeited/confiscated Property	\$0.00	\$319.75	\$0.00	\$480.00	\$0.00
	Total Miscellaneous	\$20.00	\$766.72	\$130.00	\$686.95	\$505.00
	Total Substance Abuse Fund	\$520.00	\$766.72	\$630.00	\$686.95	\$1,005.00
	Park Improvement Fund 004					
	Taxes					
	Other Taxes					
004-000-000-318-34-00-00	First Quarter Reet Tax	\$35,000.00	\$26,363.27	\$35,000.00	\$16,405.81	\$30,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Total Other Taxes		\$35,000.00	\$26,363.27	\$35,000.00	\$16,405.81	\$30,000.00
Total Taxes		\$35,000.00	\$26,363.27	\$35,000.00	\$16,405.81	\$30,000.00
Intergovernmental						
004-000-000-334-02-70-00	WA Recreation & Conservation Grant	\$258,900.00	\$0.00	\$200.00	\$258,900.00	\$0.00
004-000-000-334-02-70-01	LC ARPA Funds	\$470,000.00	\$84,824.90	\$2,000.00	\$385,175.10	\$0.00
Total Intergovernmental		\$728,900.00	\$84,824.90	\$2,200.00	\$644,075.10	\$0.00
Miscellaneous Revenues						
Interest and Other						
004-000-000-361-11-00-00	Investment Interest Earned	\$50.00	\$229.99	\$100.00	\$41.69	\$100.00
004-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$77.21	\$0.00	\$872.85	\$650.00
Total Interest and Other		\$50.00	\$307.20	\$100.00	\$914.54	\$750.00
Contributions and						
004-000-000-367-11-00-01	City Parks Contributions	\$0.00	\$0.00	\$0.00	\$1,600.00	\$2,000.00
Total Contributions and		\$0.00	\$0.00	\$0.00	\$1,600.00	\$2,000.00
Total Miscellaneous		\$50.00	\$307.20	\$100.00	\$2,514.54	\$2,750.00
Total Park Improvement Fund		\$763,950.00	\$111,495.37	\$37,300.00	\$662,995.45	\$32,750.00
Genl Govrnmt Capital Equip						
005-000-000-334-06-90-00	AOC Grant	\$43,445.00	\$43,445.00	\$0.00	\$0.00	\$0.00
Miscellaneous Revenues						
005-000-000-361-11-00-00	Investment Interest Earned	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00
005-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	(\$2.95)	\$0.00	\$3,050.90	\$3,000.00
Total Miscellaneous		\$0.00	\$12.05	\$0.00	\$3,050.90	\$3,000.00
Total Genl Govrnmt Capital		\$43,445.00	\$43,457.05	\$0.00	\$3,050.90	\$3,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
LEOFF I OPEB Trust Fund						
Other Financing Sources						
Transfers-In						
006-000-000-397-17-20-00	Transfer from General Fund	\$0.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Total Transfers-In		\$0.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Total Other Financing		\$0.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Total LEOFF I OPEB Trust		\$0.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Street Fund 101						
Taxes						
101-000-000-311-10-00-00	Property Taxes	\$180,000.00	\$175,768.51	\$187,000.00	\$106,776.59	\$187,000.00
101-000-000-311-10-01-00	Delinquent Property Taxes	\$2,000.00	\$1,348.46	\$2,000.00	\$930.61	\$1,500.00
Total Taxes		\$182,000.00	\$177,116.97	\$189,000.00	\$107,707.20	\$188,500.00
Licenses and Permits						
101-000-000-322-40-02-00	Street ROW Permits	\$400.00	\$800.00	\$600.00	\$300.00	\$600.00
Total Licenses and		\$400.00	\$800.00	\$600.00	\$300.00	\$600.00
Intergovernmental						
101-000-000-336-00-71-00	Multimodal Transportation City	\$2,542.00	\$1,903.85	\$2,554.00	\$1,278.81	\$2,591.00
101-000-000-336-00-87-00	Gas Tax (unrestricted)	\$35,581.00	\$31,657.50	\$34,154.00	\$21,628.79	\$34,823.00
101-000-000-336-00-87-01	MVA Transpo City	\$2,229.00	\$5,176.31	\$2,234.00	\$1,132.93	\$2,264.00
Total Intergovernmental		\$40,352.00	\$38,737.66	\$38,942.00	\$24,040.53	\$39,678.00
Charges for Goods and						
101-000-000-343-30-01-00	Street Light - Highland Park	\$575.00	\$1,420.43	\$700.00	\$921.19	\$1,000.00
Total Charges for Goods		\$575.00	\$1,420.43	\$700.00	\$921.19	\$1,000.00
Miscellaneous Revenues						
101-000-000-361-11-00-00	Investment Interest Earned	\$140.00	\$1,249.61	\$140.00	\$584.12	\$1,000.00
101-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$7.50	\$0.00	\$448.65	\$0.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
101-000-000-369-10-00-00	Sale of Surplus Property	\$12,500.00	\$2,620.00	\$2,000.00	\$2,135.00	\$15,000.00
101-000-000-369-40-01-00	Judgements & Settlements	\$0.00	\$17,242.61	\$0.00	\$0.00	\$0.00
101-000-000-369-41-01-00	Settlement/Reimbursement for Damages	\$0.00	\$600.00	\$0.00	\$1,550.00	\$0.00
101-000-000-369-91-00-00	Miscellaneous	\$100.00	\$0.50	\$100.00	\$0.00	\$100.00
	Total Miscellaneous	\$12,740.00	\$21,720.22	\$2,240.00	\$4,717.77	\$16,100.00
Other Financing Sources						
Insurance Recoveries						
101-000-000-398-10-00-00	Insurance Recoveries	\$13,651.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Insurance	\$13,651.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Other Financing	\$13,651.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Street Fund 101		\$249,718.00	\$239,795.28	\$231,482.00	\$137,686.69	\$245,878.00
Street Capital Equipment Fund						
Other Financing Uses						
Transfers-In						
102-000-000-397-42-00-00	Transfer-In Street Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.27	\$15,000.00
	Total Transfers-In	\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.27	\$15,000.00
	Total Other Financing	\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.27	\$15,000.00
Total Street Capital Equipment		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.27	\$15,000.00
Street Improvement Fund 105						
Taxes						
105-000-000-313-21-00-00	Public Transportation Tax	\$0.00	\$27,785.36	\$72,000.00	\$50,408.36	\$75,000.00
Other Taxes						
105-000-000-318-34-00-00	First Quarter Reet Tax	\$35,000.00	\$26,363.29	\$35,000.00	\$16,405.81	\$30,000.00
	Total Other Taxes	\$35,000.00	\$26,363.29	\$35,000.00	\$16,405.81	\$30,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Total Taxes		\$35,000.00	\$54,148.65	\$107,000.00	\$66,814.17	\$105,000.00
Intergovernmental						
105-000-000-334-03-80-00	Tib Grant Funds	\$395,340.00	\$259,569.54	\$420,000.00	\$74,251.60	\$420,000.00
Total Intergovernmental		\$395,340.00	\$259,569.54	\$420,000.00	\$74,251.60	\$420,000.00
Transportation						
105-000-000-344-10-00-00	Roads/Street Maint/Repair/Construction Services	\$20,040.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Transportation		\$20,040.00	\$0.00	\$0.00	\$0.00	\$0.00
Natural & Economic						
105-000-000-345-84-01-00	Transportation Impact Fees Exit 72	\$46,845.00	\$135,390.00	\$0.00	\$0.00	\$0.00
Total Natural & Economic		\$46,845.00	\$135,390.00	\$0.00	\$0.00	\$0.00
Miscellaneous Revenues						
105-000-000-361-11-00-00	Investment Interest Earned	\$50.00	\$45.00	\$50.00	\$0.00	\$50.00
105-000-000-361-11-05-00	Accrued Interest US Bank Bonds	\$0.00	\$22.50	\$0.00	\$868.47	\$1,000.00
Total Miscellaneous		\$50.00	\$67.50	\$50.00	\$868.47	\$1,050.00
Other Financing Sources						
105-000-000-391-80-00-00	TIB Loan Lewis-Thurston Bundle 2023	\$1,800,000.00	\$1,800,000.00	\$0.00	\$0.00	\$0.00
105-000-000-391-80-00-01	TIB Bundle Reimburse from Various Cities	\$1,688,055.00	\$1,913,665.35	\$0.00	\$167,227.82	\$0.00
Transfer IN						
105-000-000-397-01-00-00	Transfer IN From Street 101	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Transfer IN		\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Financing		\$3,490,055.00	\$3,713,665.35	\$0.00	\$167,227.82	\$0.00
Total Street Improvement Fund		\$3,987,330.00	\$4,162,841.04	\$527,050.00	\$309,162.06	\$526,050.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Criminal Justice Funds						
Taxes						
110-000-000-313-71-00-00	Local Criminal Justice	\$48,000.00	\$47,232.38	\$48,000.00	\$33,817.29	\$48,000.00
	Total Taxes	\$48,000.00	\$47,232.38	\$48,000.00	\$33,817.29	\$48,000.00
Intergovernmental						
State Entitle, Impact						
110-000-000-336-06-21-00	CJ Population - LoPop	\$1,000.00	\$1,000.00	\$1,000.00	\$750.00	\$1,000.00
110-000-000-336-06-26-00	CJ Special Programs	\$2,483.00	\$2,495.55	\$2,693.00	\$1,987.60	\$2,856.00
110-000-000-336-06-51-00	CJ Dui & other CJ Assistance	\$275.00	\$135.29	\$275.00	\$151.38	\$275.00
	Total State Entitle, Impact	\$3,758.00	\$3,630.84	\$3,968.00	\$2,888.98	\$4,131.00
	Total Intergovernmental	\$3,758.00	\$3,630.84	\$3,968.00	\$2,888.98	\$4,131.00
Miscellaneous Revenue						
110-000-000-369-10-00-00	Sale of Surplus Property	\$0.00	\$45,014.67	\$0.00	\$21,653.22	\$5,000.00
	Total Miscellaneous	\$0.00	\$45,014.67	\$0.00	\$21,653.22	\$5,000.00
	Total Criminal Justice Funds	\$51,758.00	\$95,877.89	\$51,968.00	\$58,359.49	\$57,131.00
Project Planning Fund						
Taxes						
Other Taxes						
305-000-000-318-35-00-00	Second Quarter Reet Tax	\$70,000.00	\$52,726.71	\$70,000.00	\$32,811.70	\$60,000.00
	Total Other Taxes	\$70,000.00	\$52,726.71	\$70,000.00	\$32,811.70	\$60,000.00
	Total Taxes	\$70,000.00	\$52,726.71	\$70,000.00	\$32,811.70	\$60,000.00
Intergovernmental						
305-000-000-334-04-20-00	Dept of Commerce Grant	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00
	Total Intergovernmental	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Miscellaneous Revenues						
305-000-000-361-11-00-00	Investment Interest Earned	\$150.00	\$1,430.54	\$150.00	\$336.25	\$800.00
305-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$76.42	\$0.00	\$1,084.81	\$1,000.00
	Total Miscellaneous	\$150.00	\$1,506.96	\$150.00	\$1,421.06	\$1,800.00
Total Project Planning Fund		\$70,150.00	\$54,233.67	\$70,150.00	\$84,232.76	\$61,800.00
Water Fund 401						
Charges for Goods and						
401-000-000-343-40-00-00	Water Service	\$475,000.00	\$525,404.11	\$514,000.00	\$352,390.29	\$528,000.00
401-000-000-343-40-01-00	Water Connection Fees	\$12,950.00	\$15,770.00	\$22,300.00	\$2,990.00	\$12,950.00
401-000-000-343-40-02-00	Water Meter Sales	\$500.00	\$607.34	\$500.00	\$0.00	\$500.00
401-000-000-343-40-06-00	Other Fees	\$150.00	\$2,320.00	\$200.00	\$1,260.00	\$1,500.00
	Total Charges for Goods	\$488,600.00	\$544,101.45	\$537,000.00	\$356,640.29	\$542,950.00
Fines and Penalties						
Non-Court Fines,						
401-000-000-359-40-00-00	Late Fees	\$6,500.00	\$5,506.81	\$6,500.00	\$3,165.38	\$5,000.00
401-000-000-359-40-01-00	Shut Off Fees	\$3,500.00	\$1,180.00	\$1,500.00	\$500.00	\$1,000.00
	Total Non-Court Fines,	\$10,000.00	\$6,686.81	\$8,000.00	\$3,665.38	\$6,000.00
	Total Fines and Penalties	\$10,000.00	\$6,686.81	\$8,000.00	\$3,665.38	\$6,000.00
Miscellaneous Revenues						
401-000-000-361-11-00-00	Investment Interest Earned	\$300.00	\$8,302.17	\$300.00	\$4,912.89	\$9,000.00
401-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$45.00	\$0.00	\$2,484.68	\$2,000.00
401-000-000-369-40-01-00	Judgements & Settlements	\$270.00	\$1,640.96	\$200.00	\$0.00	\$200.00
401-000-000-369-91-01-00	Miscellaneous	\$25.00	\$0.00	\$25.00	\$0.00	\$25.00
	Total Miscellaneous	\$595.00	\$9,988.13	\$525.00	\$7,397.57	\$11,225.00
Total Water Fund 401		\$499,195.00	\$560,776.39	\$545,525.00	\$367,703.24	\$560,175.00
Water System Improvement						

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Intergovernmental						
402-000-000-339-26-64-00	DOC Water Comp Plan grant	\$0.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00
Total Intergovernmental		\$0.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00
Miscellaneous Revenues						
Interest and Other						
402-000-000-361-11-00-00	Investment Interest Earned	\$115.00	\$2,847.51	\$115.00	\$1,630.68	\$3,000.00
402-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	(\$63.58)	\$0.00	\$4,480.13	\$4,500.00
Total Interest and Other		\$115.00	\$2,783.93	\$115.00	\$6,110.81	\$7,500.00
Contributions &						
402-000-000-367-00-34-00	Water Connection Fees	\$12,950.00	\$15,770.00	\$22,300.00	\$2,990.00	\$12,950.00
402-000-000-367-00-34-01	Water Infrastructure	\$6,000.00	\$80,000.00	\$20,000.00	\$1,000.00	\$7,000.00
Total Contributions &		\$18,950.00	\$95,770.00	\$42,300.00	\$3,990.00	\$19,950.00
Total Miscellaneous		\$19,065.00	\$98,553.93	\$42,415.00	\$10,100.81	\$27,450.00
Other Financing Sources						
402-000-000-397-34-02-00	Transfer From Water Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Water System		\$34,065.00	\$113,553.93	\$207,415.00	\$25,100.81	\$192,450.00
Wastewater Fund 406						
Charges for Goods and						
406-000-000-343-50-00-00	Wastewater Service	\$815,000.00	\$887,399.30	\$885,000.00	\$607,873.94	\$887,000.00
406-000-000-343-50-01-00	Wastewater Connection Fees	\$19,950.00	\$19,320.00	\$27,100.00	\$0.00	\$19,950.00
Total Charges for Goods		\$834,950.00	\$906,719.30	\$912,100.00	\$607,873.94	\$906,950.00
Fines and Penalties						
Non-Court Fines,						
406-000-000-359-50-00-00	Late Fees	\$10,000.00	\$9,618.29	\$10,000.00	\$5,696.84	\$8,000.00
Total Fines and Penalties		\$10,000.00	\$9,618.29	\$10,000.00	\$5,696.84	\$8,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Total Non-Court Fines,		\$10,000.00	\$9,618.29	\$10,000.00	\$5,696.84	\$8,000.00
Miscellaneous Revenues						
406-000-000-361-11-00-00	Investment Interest Earned	\$200.00	\$1,384.28	\$200.00	\$807.93	\$1,500.00
406-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$18.00	\$0.00	\$3,680.84	\$2,200.00
406-000-000-369-40-01-00	Judgements & Settlements	\$270.00	\$311.00	\$270.00	\$0.00	\$270.00
Total Miscellaneous		\$470.00	\$1,713.28	\$470.00	\$4,488.77	\$3,970.00
Total Wastewater Fund 406		\$845,420.00	\$918,050.87	\$922,570.00	\$618,059.55	\$918,920.00
Wastewater System Improve						
408-000-000-337-00-00-01	LC EDC .09 Sales Tax Funds	\$109,290.00	\$20,389.94	\$1,700,000.00	\$224,881.57	\$1,000,000.00
Miscellaneous Revenues						
408-000-000-361-11-00-00	Investment Interest Earned	\$100.00	\$2,081.34	\$100.00	\$1,227.90	\$2,400.00
408-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	(\$68.08)	\$0.00	\$5,034.50	\$4,500.00
Contributions &						
408-000-000-367-00-35-00	Wastewater Connection Fees	\$19,950.00	\$15,820.00	\$27,100.00	\$0.00	\$19,950.00
408-000-000-367-00-35-01	Wastewater Infrastructure	\$6,000.00	\$7,000.00	\$20,000.00	\$0.00	\$7,000.00
Total Contributions &		\$25,950.00	\$22,820.00	\$47,100.00	\$0.00	\$26,950.00
Total Miscellaneous		\$26,050.00	\$24,833.26	\$47,200.00	\$6,262.40	\$33,850.00
Other Financing Sources						
Transfers-In						
408-000-000-397-35-00-00	Transfer from Wastewater Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Other Financing		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Wastewater System		\$150,340.00	\$60,223.20	\$1,762,200.00	\$246,143.97	\$1,048,850.00

Sewer Capital Equipment Fund

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Other Financing Uses						
Transfers-In						
409-000-000-397-35-00-00	Transfer In Wastewater Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.37	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.37	\$15,000.00
Total Other Financing		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.37	\$15,000.00
Total Sewer Capital Equipment		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.37	\$15,000.00
Water Capital Equipment Fund						
Other Financing Uses						
Transfers-In						
411-000-000-397-34-00-00	Transfer In Water Fund	\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.36	\$15,000.00
Total Transfers-In		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.36	\$15,000.00
Total Other Financing		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.36	\$15,000.00
Total Water Capital Equipment		\$15,000.00	\$15,000.00	\$15,000.00	\$18,333.36	\$15,000.00
LID 2011-1 Bond Redemption						
Non-Court Fines &						
415-000-000-359-00-01-00	Assessment Penalties	\$2,225.00	\$0.00	\$100.00	\$0.00	\$100.00
Total Non-Court Fines &		\$2,225.00	\$0.00	\$100.00	\$0.00	\$100.00
Miscellaneous Revenues						
Interest & Other Earnings						
415-000-000-361-11-00-00	Investment Interest Earned	\$1,850.00	\$1,592.60	\$1,850.00	\$0.00	\$2,500.00
415-000-000-361-11-01-00	Accrued Interest US Bonds	\$0.00	\$30.00	\$0.00	\$2,760.39	\$0.00
415-000-000-361-40-00-00	Interest - Assessment	\$4,675.00	\$2,356.90	\$4,675.00	\$964.81	\$2,500.00
Total Interest & Other		\$6,525.00	\$3,979.50	\$6,525.00	\$3,725.20	\$5,000.00
Special Assessments						
415-000-000-368-10-00-00	Assessment Principal	\$182,370.00	\$36,416.31	\$150,000.00	\$23,024.44	\$40,000.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
Total Special		\$182,370.00	\$36,416.31	\$150,000.00	\$23,024.44	\$40,000.00
Total Miscellaneous		\$188,895.00	\$40,395.81	\$156,525.00	\$26,749.64	\$45,000.00
Total LID 2011-1 Bond		\$191,120.00	\$40,395.81	\$156,625.00	\$26,749.64	\$45,100.00
Agency Funds						
Nonrevenues						
Court Remittances						
631-000-000-386-00-05-01	Distracted Driving Prev Acctnt	\$0.00	\$26.65	\$0.00	\$0.00	\$0.00
631-000-000-386-82-00-00	Vehicle License Fraud	\$0.00	\$1.61	\$0.00	\$0.00	\$0.00
631-000-000-386-83-00-00	Trauma Care	\$0.00	\$400.65	\$0.00	\$298.92	\$0.00
631-000-000-386-83-31-00	WA Auto Theft Prevention Account (93)	\$0.00	\$870.87	\$0.00	\$598.36	\$0.00
631-000-000-386-83-32-00	Traumatic Brain Injury Account	\$0.00	\$431.38	\$0.00	\$294.47	\$0.00
631-000-000-386-88-00-00	St General Fund 54 (PSEA 3)	\$0.00	\$194.40	\$0.00	\$75.33	\$0.00
631-000-000-386-89-09-00	WSP Highway Account	\$0.00	\$215.18	\$0.00	\$482.83	\$0.00
631-000-000-386-89-14-00	Highway Safety Account	\$0.00	\$196.59	\$0.00	\$399.21	\$0.00
631-000-000-386-89-15-00	Death Investigations Account (Toxicology Lab)	\$0.00	\$41.92	\$0.00	\$84.98	\$0.00
631-000-000-386-89-26-00	DOL Tech Support	\$0.00	\$136.05	\$0.00	\$304.47	\$0.00
631-000-000-386-90-01-00	Crime Victims	\$0.00	\$401.87	\$0.00	\$342.94	\$0.00
631-000-000-386-91-00-00	St General Fund 40 (PSEA 1)	\$0.00	\$8,576.34	\$0.00	\$5,727.47	\$0.00
631-000-000-386-92-00-00	St General Fund 50 (PSEA 2)	\$0.00	\$4,573.43	\$0.00	\$4,003.40	\$0.00
631-000-000-386-97-00-00	Judicial Information Systems Account	\$0.00	\$2,020.49	\$0.00	\$1,379.58	\$0.00
631-000-000-386-99-00-00	School Zone Safety Account	\$0.00	\$178.08	\$0.00	\$134.85	\$0.00
Total Court Remittances		\$0.00	\$18,265.51	\$0.00	\$14,126.81	\$0.00
Custodial Activities						
631-000-000-389-30-00-01	FBI Fingerprint Fees	\$0.00	\$240.25	\$0.00	\$185.50	\$0.00
631-000-000-389-30-01-00	State Share Gun Permits	\$0.00	\$345.00	\$0.00	\$495.00	\$0.00
631-000-000-389-30-03-00	State Firearms Range Account	\$0.00	\$51.84	\$0.00	\$71.28	\$0.00
631-000-000-389-30-04-00	State Share Building Code Fee	\$0.00	\$234.00	\$0.00	\$71.50	\$0.00

Account Number	Description	Budget 2023	Actual 2023	Budget 2024	Actual 2024 thru 10/3	Budget 2025 est
631-000-000-389-30-05-00	CPL Renewal Notificiation Account	\$0.00	\$30.16	\$0.00	\$27.72	\$0.00
631-000-000-389-30-06-00	State Wildlife Account	\$0.00	\$0.00	\$0.00	\$6.00	\$0.00
631-000-000-389-30-07-00	Sales & Use Taxes	\$0.00	\$47.37	\$0.00	\$22.96	\$0.00
Total Nonrevenues		\$0.00	\$19,214.13	\$0.00	\$15,006.77	\$0.00
Total Custodial Activities		\$0.00	\$948.62	\$0.00	\$879.96	\$0.00
Total Agency Funds		\$0.00	\$19,214.13	\$0.00	\$15,006.77	\$0.00
Napavine Municipal Court Fund						
Nonrevenues						
632-000-000-389-40-00-00	Agency Type Deposits	\$0.00	\$46,813.47	\$0.00	\$38,855.14	\$0.00
Total Nonrevenues		\$0.00	\$46,813.47	\$0.00	\$38,855.14	\$0.00
Total Napavine Municipal Court		\$0.00	\$46,813.47	\$0.00	\$38,855.14	\$0.00
Grand Totals		\$8,308,773.00	\$7,994,294.49	\$6,006,906.00	\$3,590,844.25	\$5,091,656.00



CITY COUNCIL MEETING AGENDA
Tuesday – October 8, 2024 – 6:00 PM

Shawn O'Neill,
Mayor
soneill@cityofnapavine.com

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

Ivan Wiediger,
Council Position No.2
iwiediger@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

Allen Unzelman
Honorable Judge-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

Budget Workshop: 2025 Projected Revenues & Fee Schedules – 5:30 pm

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA – AS PRESENTED
- VI. APPROVAL OF MEETING MINUTES
 - 1) Regular Council Meeting – September 24, 2024
- VII. STAFF & COUNCIL REPORT
- VIII. CITIZEN COMMENTS – NON-AGENDA ITEMS
- IX. NEW BUSINESS
 - 1) Vouchers – M. Whitten
 - 2) ILA Court Services w/City of Morton (Renew)– L. DeWitt & R. Denham
 - 3) ILA Court Services w/City of Mossyrock (Renew)– L. DeWitt & R. Denham
- X. 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 24, 2024, 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor Shawn O'Neill called the regular city council meeting to order at 6:00 pm.

INVOCATION:

None.

PLEDGE OF ALLEGIANCE:

Mayor Shawn O'Neill, led the flag salute.

ROLL CALL:

Council members present: Brian Watson Councilor #1, Ivan Wiediger Councilor #2, Don Webster #3, Heather Stewart #4.

City staff members present: City Clerk - Rachele Denham, Chief of Police - John Brockmueller. *Not Present: Treasurer - Michelle Whitten, CD/PW Director Bryan Morris, and Legal Counsel, Jim Buzzard.

Table with 3 columns: MOVED/SECONDED, Names (Don Webster, Ivan Wiediger), and Motion: Excuse Duane Crouse, Michelle Whitten & Bryan Morris. Includes VOTE ON MAIN MOTION: 4-0 Motion Carried: 4 aye and 0 nay.

CONSENT/APPROVAL OF AGENDA

Table with 3 columns: MOVED/SECONDED, Names (Ivan Wiediger, Brian Watson), and Motion: Approval of Agenda- As Presented. Includes VOTE ON MAIN MOTION: 4-0 Motion Carried: 4 aye and 0 nay.

APPROVAL OF MEETING MINUTES

Table with 3 columns: MOVED/SECONDED, Names (Brian Watson, Don Webster), and Motion: Approval of Meeting Minutes - Regular Council Meeting September 10, 2024. Includes VOTE ON MAIN MOTION: 4-0 Motion Carried: 4 aye and 0 nay.

STAFF & COUNCIL REPORTS:

John Brockmueller - Chief of Police

- Greetings to the council, report in writing & operations normal.

Michelle Whitten - Treasurer

- No Report

Rachele Denham - City Clerk

- No Report

Bryan Morris - PW/CD Director

- Report in writing.

Planning Commission – Deborah Graham

- Napavine Development code and sign definitions.

LC Fire Dist 5 – Sandra White

- Calls handled; 26 EMS, 3 Fire, 7 others for a total of 36 calls bringing YTD to 923 calls. Mutual Aid received 3 and requested 1 time. October 8th-open bids for new building. WSRB reports every 4 years. Funtime Festival signs are being replaced due to being damaged in a fire. Need to confirm sign size, is it a 4x8 or 3x5? Trunk or Treat event on 10/31 if interested in helping contact the city or fire department.

LC Commissioner - Lindsey Pollock

- Attended the Legislative Update meeting on Monday. Interchange discussion specifically Napavine. The transportation budget is looking ugly in her opinion. Senator Braun recommended getting information on SEPA requirements had been for the development and what mitigation has been done on Napavines side. If she could get that information, it would be helpful.

CITIZEN COMMENTS – NON-AGENDA ITEMS: *The recording link can be accessed for entire citizen comments. This is a brief summary and not verbatim.*

Tim Schmidt-203 Stadium Way: *Gave thanks to the people who came to the memorial ceremony, including Judy and the Lions Club. The Legion Post in Winlock is small with only 40 members. He is a Cub Scout leader and recently did a Meet & Greet. Wants to give support to the city, police dept. The sense of community is what makes Napavine and the people in it.*

Sandra White-Lions Club: *Judy and Sandra will be at the school on 9/26 for the Lions Club Sight Program.*

Brandon Barnes-1028 Chieri Ct: *Thanked the city for all of their efforts and knows they are doing the best job they can even though he does not always agree. He likes how the meetings are being run but is asking to change some things. He's going to make some points and ask questions. One being Impact Fees for schools and he's on the school board. He has heard, why the school should and should not have them. He's heard what's happened in the past and what did or didn't work. He'd like to know if he has council support on or off the subject. He has heard that the school needs to pass a bond, he agrees, and they are working on it. Why does the city have to charge but not the county. He has talked with two people from the county and believes he has support. He'd really like to work together and wants to open the lines of communication between everyone. Maybe some bridges have been burned but would like to rebuild them. Counselor Webster responded that the council is for the city, city business. The city is not attached to the school at all and has no say on anything. Counselor Stewart commented that she is an advocate of the impact fees and for the school. What we need is an example of other cities our size that is doing it. Write out more detail what it takes. It is her understanding that the city accounts for the money. Personally, she agrees with Brandon but as a council has mixed opinions. Counselor Webster is open to work with the schools. Counselor Watson does not have enough information to make a comment on what the council can or can not do but does support the school. Counselor Wiediger commented that the funds have to be used specifically and if not, funds must be given back is his understanding. Information of the bond needs to be placed out to the people. Brandon said he will continue to keep working on this. The mayor commented that if it feels like the ball is being put in someone else's court, it is. He thinks that impact fees are an investment. The ownness is on the school to start the process. Brandon stated the school has to come up with \$50k for a Capital Budget Plan and doesn't want to spend taxpayers' money on the Capital Budget Plan if the council wont support. Maybe next step is a workshop with the school and city. Continued conversation took place.*

NEW BUSINESS

VOUCHERS- M. WHITTEN

The following voucher/warrants/electronic payments are approved for payment:

Accounts Payable	29	54	77,541.54	39261-39289
Electronic Payments	6	6	9,535.97	EFT*20240918-23
Payroll Vendors	0	0	-	
Electronic Payroll	1	1	7,696.61	EFT*20240924
ACH Direct Deposit	17	17	38,282.96	Direct Deposit 9/20/2024
Total Vouchers	53	78	\$133,057.08	

VOID Checks 39171/39259/39260

MOVED:	Don Webster	Motion: Approval of the Vouchers dated September 2024 Second Council Meeting.
SECONDED:	Ivan Wiediger	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

ILA BETWEEN CITY OF NAPAVALINE & LEWIS COUNTY SHERIFF'S OFFICE REGIONAL EVIDENCE FACILITY - J. BROCKMUELLER

MOVED:	Heather Stewart	Motion: Approve ILA with LC Sheriff's for Evidence.
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye 0 nay.	

MERCURY AUCTIONS GOVERNMENT AGENCY CONTRACT- J. BROCKMUELLER

MOVED:	Don Webster	Motion: Approve the Mercury Auction Contract.
SECONDED:	Brian Watson	
<i>Discussion: Counselor Webster asked if there is online access, Judy believes so but isn't sure.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye 0 nay.	

CHEHALIS TRIBAL JAIL SERVICE AGREEMENT- J. BROCKMUELLER

MOVED:	Ivan Wiediger	Motion: Accept the Chehalis Tribal Jail Agreement.
SECONDED:	Don Webster	
<i>Discussion: Councilor Wiediger asked where the jail is located, and Mayor O'Neill asked about the jail rate. Chief Brockmueller responded the jail is in Oakville and rate information.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye 0 nay.	

ADJOURNMENT:

MOVED:	Don Webster	Motion: To Adjourn – Close of Meeting
SECONDED:	Ivan Wiediger	
<i>Discussion: Meeting Adjourned at 6:28 p.m.</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 or at the link <https://fccdl.in/myyfnHKvzU>.

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor



Voucher Report

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Reference Number: 39290	International Brotherhood Teamsters Loc	\$1,204.50	
Union Dues - 15303	9/17/2024	\$37.75	
Union Dues - 15304	9/17/2024	\$58.75	
Union Dues - 15305	9/17/2024	\$46.25	
Union Dues - 15306	9/17/2024	\$40.25	
Union Dues - 15307	9/17/2024	\$40.25	
Union Dues - 15309	9/17/2024	\$29.75	
Union Dues - 15311	9/17/2024	\$31.75	
Union Dues - 15312	9/17/2024	\$37.75	
Union Dues - 15313	9/17/2024	\$49.25	
Union Dues - 15314	9/17/2024	\$37.75	
Union Dues - 15315	9/17/2024	\$40.75	
Union Dues - 15316	9/17/2024	\$35.25	
Union Dues - 15317	9/17/2024	\$37.75	
Union Dues - 15318	9/17/2024	\$45.75	
Union Dues - 15319	9/17/2024	\$33.25	
Union Dues - 15320	10/2/2024	\$37.75	
Union Dues - 15321	10/2/2024	\$58.75	
Union Dues - 15322	10/2/2024	\$46.25	
Union Dues - 15323	10/2/2024	\$40.25	
Union Dues - 15325	10/2/2024	\$40.25	
Union Dues - 15327	10/2/2024	\$29.75	
Union Dues - 15329	10/2/2024	\$31.75	
Union Dues - 15330	10/2/2024	\$37.75	
Union Dues - 15332	10/2/2024	\$49.25	
Union Dues - 15333	10/2/2024	\$37.75	
Union Dues - 15334	10/2/2024	\$40.75	
Union Dues - 15335	10/2/2024	\$35.25	
Union Dues - 15336	10/2/2024	\$37.75	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Union Dues - 15337	10/2/2024	\$45.75	
Union Dues - 15338	10/2/2024	\$33.25	
Reference Number: 39291	ALS Environmental	\$555.00	
36-51-659563-0	9/30/2024	\$450.00	1 Trihalom/1 Haloacetic
36-51-659736-0	10/1/2024	\$105.00	1 EPA IOC
Reference Number: 39292	Badger Meter	\$419.91	
80172785	9/30/2024	\$419.91	2024*Sept Service
Reference Number: 39293	BHC Consultants	\$7,015.73	
0021390	9/27/2024	\$7,015.73	Jefferson Task 1 & 3
Reference Number: 39294	Buzzard O'Rourke	\$11,128.73	
16822	9/20/2024	\$25.00	4A0571895
16824	9/20/2024	\$50.00	2A0051850
16827	9/20/2024	\$25.00	4A0571868
16828	9/20/2024	\$50.00	4A0571881
16829	9/20/2024	\$25.00	4A0571884
16830	9/20/2024	\$25.00	4A0571888
16831	9/20/2024	\$25.00	4A0571894
16832	9/20/2024	\$25.00	4A0412375
16833	9/20/2024	\$25.00	4A0487446
16834	9/20/2024	\$25.00	4A0487448
16835	9/20/2024	\$25.00	4A0487449
16837	9/20/2024	\$75.00	4A0203543
16839	9/20/2024	\$75.00	4A0377950
16840	9/20/2024	\$50.00	4A0377953
16841	9/20/2024	\$25.00	4A0412371
16842	9/20/2024	\$200.00	3A0068122
16843	9/20/2024	\$25.00	3A0116729
16844	9/20/2024	\$75.00	3A0855433

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
16845	9/20/2024	\$50.00	4A0049984
16847	9/20/2024	\$5,375.00	2024-8/26-9/19 general
16852	9/20/2024	\$1,975.00	General Prosecution File 8/30-9/16/2024
16853	9/20/2024	\$100.00	2A0090831
16854	9/20/2024	\$225.00	2A0575781
16856	9/20/2024	\$25.00	3A0686061
16857	9/20/2024	\$2,478.73	Hamilton Hay Fire Lewis 20-2-00592-21
16929	9/20/2024	\$50.00	3A0330791
Reference Number: 39295	City of Chehalis	\$16,403.00	
2024 10*RWWTP	10/3/2024	\$16,403.00	Monthly Sewer Treatment Costs 10/2024
Reference Number: 39296	Duane Elwood	\$174.70	
2024*Oct Medicare Part B Elwood	10/1/2024	\$174.70	Medical Insurance Premium 2024*Oct
Reference Number: 39297	Jackson Civil Engineering LLC	\$37,713.25	
0016-28-05	9/19/2024	\$660.00	Development Pass-Through Fees Hoffma
0016-29-04	9/19/2024	\$1,080.00	Development Pass-Through Fees Wooda
0016-30-09	9/19/2024	\$288.75	comp plan
0016-34-06	9/19/2024	\$7,494.50	2nd Ave overlay
0016-35-08	9/19/2024	\$24,725.00	Climate plan
0016-37-01	9/19/2024	\$3,465.00	Development Pass-Through Fees Creeks
Reference Number: 39298	Joseph O. Enbody	\$600.00	
291815	9/26/2024	\$600.00	2024*Sept Indigent
Reference Number: 39299	Kim Alexander	\$375.00	
2024*Aug civil service	10/3/2024	\$125.00	2024*Aug civil service
2024*July civil service	10/3/2024	\$125.00	2024*July civil service
2024*Sept civil service	10/3/2024	\$125.00	2024*Sept civil service
Reference Number: 39300	Lakeside Industries	\$214.95	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
288758	9/14/2024	\$214.95	EZ Street Asphalt Pot Hole Repairs 1.29 1
Reference Number: 39301	LECO Supply, Inc	\$99.40	
220708	3/28/2024	\$99.40	T-Paper
Reference Number: 39302	Minuteman Press	\$849.21	
1102	9/19/2024	\$849.21	Court Summons/condition release/appt
Reference Number: 39303	Mountain Mist	\$49.51	
00608139	9/20/2024	\$11.27	Water City Hall
00608140	9/20/2024	\$38.24	4-5 gal water jugs {police/Court
Reference Number: 39304	Mrs. Klean Janitorial	\$634.00	
INV-2420	10/1/2024	\$634.00	2024 -Oct Clean City Hall
Reference Number: 39305	Pete Hinton	\$195.00	
2024*Sept Interpreter	10/3/2024	\$195.00	2024*Sept Interpreter
Reference Number: 39306	Quill Corporation	\$97.29	
40550051	9/11/2024	\$39.03	batteries/memo book
40601119	9/11/2024	\$58.26	doorhanger notices
Reference Number: 39307	Sarah Berry c/o Duane Elwood	\$786.66	
2024* Dentist 5/13	10/3/2024	\$195.00	2024* Dentist 5/13
2024*8/27 prescription	10/3/2024	\$8.00	8/27 prescription
2024*8/30 prescriptions	10/3/2024	\$59.24	8/30 prescriptions
2024*9/17 prescription	10/3/2024	\$377.42	9/17 prescription
2024*Oct LEOFF I Medical	10/2/2024	\$147.00	2024*Oct LEOFF I Medical
Reference Number: 39308	Sweeny's Ace Hardware	\$549.49	
941506	9/3/2024	\$14.83	Concrete Mix 60# 56 bags on pallet
941559	9/3/2024	\$34.52	Pet Food Can 10GL

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
941626	9/4/2024	\$9.69	Fitting Brush 1/2" /JMK Tools
941649	9/4/2024	\$6.03	Cheesecloth 4SQYD
941787	9/5/2024	\$56.10	RSTP I/E WB GLS NB IG
941844	9/6/2024	\$7.78	city hall
942058	9/9/2024	\$15.06	bathroom
942080	9/9/2024	\$18.50	Paintbrush Chip 2"/HP Good Brush FLAT
942085	9/9/2024	\$14.63	MJLTI-Mix Container CT 02M3ACE
942093	9/9/2024	\$56.10	RSTP I/E WB GLS NS 1G
942308	9/12/2024	\$12.94	File Chainsaw 7/32" 2PK
942477	9/13/2024	\$19.41	Garden Valve FIP 3/4" 108-104
942651	9/16/2024	\$56.09	Ace Sun&SHDE NRTH SEED7#/Contract
942714	9/16/2024	\$3.01	Link Chain Quick 1/4" 20
942759	9/17/2024	\$8.62	Clorox Wipes Lemon 75PK
942830	9/18/2024	\$11.63	Spray Bottle RD/WHT 16oz/Clorox Splast
942975	9/19/2024	\$10.77	Wasp&Hornet Koller 17.5 OZ
942999	9/20/2024	\$11.42	Formula 409 MSC LMN 32OZ/TB Clean
943295	9/23/2024	\$9.70	WD40 Smart Straw 12oz
943420	9/25/2024	\$7.53	KW1 250PK 10PK KW1-ACE (keys)
943450	9/25/2024	\$35.60	Heatgun Dual Temp ACE 20176N
943462	9/25/2024	\$26.96	Magnetic Tape 1"x25'
943471	9/25/2024	\$14.02	Gorilla Mountg Tape BLK
943475	9/25/2024	\$6.56	Mis Fasteners qty 8 x 2
943529	9/26/2024	\$18.33	Diagonal Pliers 6"
943545	9/26/2024	\$5.44	MIS Fasteners
943590	9/27/2024	\$26.95	Adhesive Remover 32oz/ Cleaning Cloth
943888	9/30/2024	\$31.27	ACE Rake FBRGLS 30"/Broom Handl LA
Reference Number: 39309	US Cellular	\$1,074.42	
0678749021	9/12/2024	\$826.75	9/12-10/11 PD & PW mifi
0678764985	10/3/2024	\$247.67	9/12-10/11 P Cell
Reference Number: 39310	Vander Stoep, Blinks, Jones & Unzelman	\$1,100.00	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
2024*Oct Judge	10/3/2024	\$1,100.00	2024-Oct Judge
Reference Number: 39311	Water Doctor of Washington	\$2,533.30	
72826814	9/12/2024	\$2,102.10	2024 Annual BAT testing (39)
74256053	9/20/2024	\$377.30	2024 Annual BAT testing (7)
74262448	9/20/2024	\$53.90	2024 Annual BAT testing (1)
Reference Number: 39312	Winlock Auto Supply	\$182.14	
4847-389699	9/26/2024	\$129.35	police battery
4847-389700	9/26/2024	\$52.79	cfi - fuel
Reference Number: EFT*20241001	Dept of Retirement Systems	\$8,170.08	
2024*09 Comm Dev Retir	9/23/2024	\$1.11	
2024*09 Ret Court	9/23/2024	\$2.46	
2024*09 Ret Treas	9/23/2024	\$1.14	
2024*09 Retire Clerk	9/23/2024	\$0.96	
2024*09 Sewer Retire	9/23/2024	\$7.78	
2024*09 Street Retire	9/23/2024	\$5.34	
2024*09 Water Retire	9/23/2024	\$7.77	
Emp Rtmt - 15303	9/17/2024	\$263.46	
Emp Rtmt - 15304	9/17/2024	\$240.89	
Emp Rtmt - 15305	9/17/2024	\$199.30	
Emp Rtmt - 15306	9/17/2024	\$175.40	
Emp Rtmt - 15307	9/17/2024	\$183.79	
Emp Rtmt - 15308	9/17/2024	\$322.48	
Emp Rtmt - 15309	9/17/2024	\$238.04	
Emp Rtmt - 15310	9/17/2024	\$328.93	
Emp Rtmt - 15311	9/17/2024	\$217.06	
Emp Rtmt - 15312	9/17/2024	\$256.69	
Emp Rtmt - 15313	9/17/2024	\$261.89	
Emp Rtmt - 15314	9/17/2024	\$258.50	
Emp Rtmt - 15315	9/17/2024	\$277.89	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Emp Rtmt - 15316	9/17/2024	\$142.19	
Emp Rtmt - 15317	9/17/2024	\$266.07	
Emp Rtmt - 15318	9/17/2024	\$408.58	
Emp Rtmt - 15319	9/17/2024	\$224.91	
Ret fix 9/15	10/2/2024	\$1.45	
Ret fix Sewer	10/2/2024	\$1.46	
Taxable Retirement - 15303	9/17/2024	\$185.56	
Taxable Retirement - 15304	9/17/2024	\$386.24	
Taxable Retirement - 15305	9/17/2024	\$319.55	
Taxable Retirement - 15306	9/17/2024	\$281.24	
Taxable Retirement - 15307	9/17/2024	\$294.68	
Taxable Retirement - 15308	9/17/2024	\$227.13	
Taxable Retirement - 15309	9/17/2024	\$167.66	
Taxable Retirement - 15310	9/17/2024	\$254.98	
Taxable Retirement - 15311	9/17/2024	\$152.88	
Taxable Retirement - 15312	9/17/2024	\$180.79	
Taxable Retirement - 15313	9/17/2024	\$184.46	
Taxable Retirement - 15314	9/17/2024	\$182.07	
Taxable Retirement - 15315	9/17/2024	\$195.73	
Taxable Retirement - 15316	9/17/2024	\$227.99	
Taxable Retirement - 15317	9/17/2024	\$187.40	
Taxable Retirement - 15318	9/17/2024	\$287.77	
Taxable Retirement - 15319	9/17/2024	\$158.41	
Reference Number: EFT*20241002	AFLAC Remittance Processing	\$543.20	
Aflac - 15304	9/17/2024	\$32.36	
Aflac - 15308	9/17/2024	\$27.17	
Aflac - 15321	10/2/2024	\$32.37	
Aflac - 15326	10/2/2024	\$27.17	
Aflac Disability - 15308	9/17/2024	\$47.84	
Aflac Disability - 15310	9/17/2024	\$68.54	
Aflac Disability - 15318	9/17/2024	\$95.68	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Aflac Disability - 15326	10/2/2024	\$47.84	
Aflac Disability - 15328	10/2/2024	\$68.55	
Aflac Disability - 15337	10/2/2024	\$95.68	
Reference Number: EFT*20241003	Vimly Benefit Solutions, Inc	\$1,991.70	
Medical/Dental - 15326	10/2/2024	\$970.10	
Medical/Dental - 15328	10/2/2024	\$1,021.60	
Reference Number: EFT*20241004	Washington Teamsters Welfare Trust	\$23,813.20	
Hulstein Ins BI	10/2/2024	\$182.91	
Hulstein Med/Dent Sewer	10/2/2024	\$612.04	
Hulstein Med/Dent Water	10/2/2024	\$612.05	
Medical /Dental/Vision - 15320	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15321	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15322	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15323	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15325	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15326	10/2/2024	\$17.10	
Medical /Dental/Vision - 15327	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15328	10/2/2024	\$17.10	
Medical /Dental/Vision - 15329	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15330	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15333	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15334	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15335	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15336	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15337	10/2/2024	\$1,398.00	
Medical /Dental/Vision - 15338	10/2/2024	\$1,398.00	
Medical Dental Vision - 15303	9/17/2024	\$100.00	
Medical Dental Vision - 15304	9/17/2024	\$100.00	
Medical Dental Vision - 15305	9/17/2024	\$100.00	
Medical Dental Vision - 15306	9/17/2024	\$100.00	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Medical Dental Vision - 15307	9/17/2024	\$100.00	
Medical Dental Vision - 15311	9/17/2024	\$100.00	
Medical Dental Vision - 15312	9/17/2024	\$100.00	
Medical Dental Vision - 15313	9/17/2024	\$100.00	
Medical Dental Vision - 15314	9/17/2024	\$100.00	
Medical Dental Vision - 15315	9/17/2024	\$100.00	
Medical Dental Vision - 15316	9/17/2024	\$100.00	
Medical Dental Vision - 15317	9/17/2024	\$100.00	
Medical Dental Vision - 15318	9/17/2024	\$100.00	
Medical Dental Vision - 15319	9/17/2024	\$100.00	
Medical Dental Vision - 15320	10/2/2024	\$100.00	
Medical Dental Vision - 15321	10/2/2024	\$100.00	
Medical Dental Vision - 15322	10/2/2024	\$100.00	
Medical Dental Vision - 15323	10/2/2024	\$100.00	
Medical Dental Vision - 15325	10/2/2024	\$100.00	
Medical Dental Vision - 15329	10/2/2024	\$100.00	
Medical Dental Vision - 15330	10/2/2024	\$100.00	
Medical Dental Vision - 15332	10/2/2024	\$100.00	
Medical Dental Vision - 15333	10/2/2024	\$100.00	
Medical Dental Vision - 15334	10/2/2024	\$100.00	
Medical Dental Vision - 15335	10/2/2024	\$100.00	
Medical Dental Vision - 15336	10/2/2024	\$100.00	
Medical Dental Vision - 15337	10/2/2024	\$100.00	
Medical Dental Vision - 15338	10/2/2024	\$100.00	
Reference Number: EFT*20241005	Nationwide Retirement Solutions	\$7,935.58	
Deferred Comp - 15303	9/17/2024	\$300.00	
Deferred Comp - 15304	9/17/2024	\$150.00	
Deferred Comp - 15306	9/17/2024	\$100.00	
Deferred Comp - 15307	9/17/2024	\$100.00	
Deferred Comp - 15308	9/17/2024	\$300.00	
Deferred Comp - 15309	9/17/2024	\$75.00	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Deferred Comp - 15310	9/17/2024	\$300.00	
Deferred Comp - 15311	9/17/2024	\$100.00	
Deferred Comp - 15312	9/17/2024	\$150.00	
Deferred Comp - 15314	9/17/2024	\$150.00	
Deferred Comp - 15315	9/17/2024	\$407.74	
Deferred Comp - 15316	9/17/2024	\$25.00	
Deferred Comp - 15318	9/17/2024	\$150.00	
Deferred Comp - 15319	9/17/2024	\$150.00	
Deferred Comp - 15320	10/2/2024	\$300.00	
Deferred Comp - 15321	10/2/2024	\$150.00	
Deferred Comp - 15323	10/2/2024	\$100.00	
Deferred Comp - 15325	10/2/2024	\$100.00	
Deferred Comp - 15326	10/2/2024	\$300.00	
Deferred Comp - 15327	10/2/2024	\$75.00	
Deferred Comp - 15328	10/2/2024	\$300.00	
Deferred Comp - 15329	10/2/2024	\$100.00	
Deferred Comp - 15330	10/2/2024	\$150.00	
Deferred Comp - 15333	10/2/2024	\$150.00	
Deferred Comp - 15334	10/2/2024	\$307.74	
Deferred Comp - 15335	10/2/2024	\$25.00	
Deferred Comp - 15337	10/2/2024	\$150.00	
Deferred Comp - 15338	10/2/2024	\$150.00	
Deferred Comp Match - 15320	10/2/2024	\$300.00	
Deferred Comp Match - 15321	10/2/2024	\$150.00	
Deferred Comp Match - 15323	10/2/2024	\$100.00	
Deferred Comp Match - 15325	10/2/2024	\$100.00	
Deferred Comp Match - 15326	10/2/2024	\$710.80	
Deferred Comp Match - 15327	10/2/2024	\$75.00	
Deferred Comp Match - 15328	10/2/2024	\$659.30	
Deferred Comp Match - 15329	10/2/2024	\$100.00	
Deferred Comp Match - 15330	10/2/2024	\$150.00	
Deferred Comp Match - 15333	10/2/2024	\$150.00	

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Reference	Date	Amount	Notes
Deferred Comp Match - 15334	10/2/2024	\$300.00	
Deferred Comp Match - 15335	10/2/2024	\$25.00	
Deferred Comp Match - 15337	10/2/2024	\$150.00	
Deferred Comp Match - 15338	10/2/2024	\$150.00	
Reference Number: EFT*20241006	Dept of Treasury Internal Revenue Servic	\$8,597.10	
Federal Income Tax - 15320	10/2/2024	\$197.82	
Federal Income Tax - 15321	10/2/2024	\$672.91	
Federal Income Tax - 15322	10/2/2024	\$512.13	
Federal Income Tax - 15323	10/2/2024	\$423.49	
Federal Income Tax - 15324	10/2/2024	\$0.00	
Federal Income Tax - 15325	10/2/2024	\$485.95	
Federal Income Tax - 15326	10/2/2024	\$388.46	
Federal Income Tax - 15327	10/2/2024	\$271.76	
Federal Income Tax - 15328	10/2/2024	\$474.22	
Federal Income Tax - 15329	10/2/2024	\$224.79	
Federal Income Tax - 15330	10/2/2024	\$343.88	
Federal Income Tax - 15331	10/2/2024	\$0.00	
Federal Income Tax - 15332	10/2/2024	\$300.30	
Federal Income Tax - 15333	10/2/2024	\$169.74	
Federal Income Tax - 15334	10/2/2024	\$251.70	
Federal Income Tax - 15335	10/2/2024	\$735.88	
Federal Income Tax - 15336	10/2/2024	\$446.27	
Federal Income Tax - 15337	10/2/2024	\$679.26	
Federal Income Tax - 15338	10/2/2024	\$168.06	
Medicare - 15320	10/2/2024	\$44.48	
Medicare - 15320 (2)	10/2/2024	\$44.48	
Medicare - 15321	10/2/2024	\$68.25	
Medicare - 15321 (2)	10/2/2024	\$68.25	
Medicare - 15322	10/2/2024	\$52.42	
Medicare - 15322 (2)	10/2/2024	\$52.42	
Medicare - 15323	10/2/2024	\$48.02	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Medicare - 15323 (2)	10/2/2024	\$48.02	
Medicare - 15324	10/2/2024	\$14.50	
Medicare - 15324 (2)	10/2/2024	\$14.50	
Medicare - 15325	10/2/2024	\$52.14	
Medicare - 15325 (2)	10/2/2024	\$52.14	
Medicare - 15326	10/2/2024	\$51.78	
Medicare - 15326 (2)	10/2/2024	\$51.78	
Medicare - 15327	10/2/2024	\$36.21	
Medicare - 15327 (2)	10/2/2024	\$36.21	
Medicare - 15328	10/2/2024	\$52.82	
Medicare - 15328 (2)	10/2/2024	\$52.82	
Medicare - 15329	10/2/2024	\$34.85	
Medicare - 15329 (2)	10/2/2024	\$34.85	
Medicare - 15330	10/2/2024	\$43.50	
Medicare - 15330 (2)	10/2/2024	\$43.50	
Medicare - 15331 (2)	10/2/2024	\$0.00	
Medicare - 15332	10/2/2024	\$41.01	
Medicare - 15332 (2)	10/2/2024	\$41.01	
Medicare - 15333	10/2/2024	\$41.51	
Medicare - 15333 (2)	10/2/2024	\$41.51	
Medicare - 15334	10/2/2024	\$44.62	
Medicare - 15334 (2)	10/2/2024	\$44.62	
Medicare - 15335	10/2/2024	\$87.33	
Medicare - 15335 (2)	10/2/2024	\$87.33	
Medicare - 15336	10/2/2024	\$48.08	
Medicare - 15336 (2)	10/2/2024	\$48.08	
Medicare - 15337	10/2/2024	\$65.61	
Medicare - 15337 (2)	10/2/2024	\$65.61	
Medicare - 15338	10/2/2024	\$36.11	
Medicare - 15338 (2)	10/2/2024	\$36.11	
Social Security Tax - 15324	10/2/2024	\$62.00	
Social Security Tax - 15324 (2)	10/2/2024	\$62.00	

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Reference	Date	Amount	Notes
Social Security Tax - 15331	10/2/2024	\$0.00	
Reference Number: EFT*20241007	Dept of Retirement Systems	\$8,306.77	
Emp Rtmt - 15320	10/2/2024	\$279.46	
Emp Rtmt - 15321	10/2/2024	\$249.09	
Emp Rtmt - 15322	10/2/2024	\$189.66	
Emp Rtmt - 15323	10/2/2024	\$175.40	
Emp Rtmt - 15325	10/2/2024	\$190.77	
Emp Rtmt - 15326	10/2/2024	\$325.34	
Emp Rtmt - 15327	10/2/2024	\$227.51	
Emp Rtmt - 15328	10/2/2024	\$331.84	
Emp Rtmt - 15329	10/2/2024	\$218.99	
Emp Rtmt - 15330	10/2/2024	\$273.31	
Emp Rtmt - 15332	10/2/2024	\$257.67	
Emp Rtmt - 15333	10/2/2024	\$260.79	
Emp Rtmt - 15334	10/2/2024	\$280.35	
Emp Rtmt - 15335	10/2/2024	\$161.47	
Emp Rtmt - 15336	10/2/2024	\$302.05	
Emp Rtmt - 15337	10/2/2024	\$412.20	
Emp Rtmt - 15338	10/2/2024	\$226.90	
Taxable Retirement - 15320	10/2/2024	\$195.10	
Taxable Retirement - 15321	10/2/2024	\$399.39	
Taxable Retirement - 15322	10/2/2024	\$304.09	
Taxable Retirement - 15323	10/2/2024	\$281.24	
Taxable Retirement - 15325	10/2/2024	\$305.88	
Taxable Retirement - 15326	10/2/2024	\$227.13	
Taxable Retirement - 15327	10/2/2024	\$158.83	
Taxable Retirement - 15328	10/2/2024	\$254.98	
Taxable Retirement - 15329	10/2/2024	\$152.88	
Taxable Retirement - 15330	10/2/2024	\$190.81	
Taxable Retirement - 15332	10/2/2024	\$179.89	
Taxable Retirement - 15333	10/2/2024	\$182.07	

October 2024 First Council Meeting October 8, 2024

Reference	Date	Amount	Notes
Taxable Retirement - 15334	10/2/2024	\$195.73	
Taxable Retirement - 15335	10/2/2024	\$258.90	
Taxable Retirement - 15336	10/2/2024	\$210.87	
Taxable Retirement - 15337	10/2/2024	\$287.77	
Taxable Retirement - 15338	10/2/2024	\$158.41	
Reference Number: EFT*20241008	Dept of Licensing Firearms Desk	\$36.00	
NV0000112 Boling	9/21/2024	\$18.00	NV0000112 Boling
NV0000113 Smith	9/21/2024	\$18.00	NV0000113 Smith
Reference Number: EFT*20241009	US Cellular	\$55.70	
067657007	9/2/2024	\$55.70	9/2-10/1 Mayor Cell
Reference Number: September 16-30, 2024	Payroll Vendor	\$42,302.82	
ACH Pay - 15320	10/2/2024	\$2,133.80	
ACH Pay - 15321	10/2/2024	\$3,165.60	
ACH Pay - 15322	10/2/2024	\$2,526.66	
ACH Pay - 15323	10/2/2024	\$2,243.30	
ACH Pay - 15324	10/2/2024	\$911.74	
ACH Pay - 15325	10/2/2024	\$2,428.41	
ACH Pay - 15326	10/2/2024	\$2,480.24	
ACH Pay - 15327	10/2/2024	\$1,868.90	
ACH Pay - 15328	10/2/2024	\$2,468.42	
ACH Pay - 15329	10/2/2024	\$1,723.09	
ACH Pay - 15330	10/2/2024	\$2,077.17	
ACH Pay - 15332	10/2/2024	\$2,100.50	
ACH Pay - 15333	10/2/2024	\$2,139.96	
ACH Pay - 15334	10/2/2024	\$2,093.05	
ACH Pay - 15335	10/2/2024	\$4,688.71	
ACH Pay - 15336	10/2/2024	\$2,424.18	
ACH Pay - 15337	10/2/2024	\$3,021.36	
ACH Pay - 15338	10/2/2024	\$1,807.73	

Reference	Date	Amount	Notes
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TOTALS \$185,707.34

The following voucher/warrants/electronic payments are approved for payment:

Accounts Payable	27	92	82,750.69	39291-39312
Electronic Payments	2	2	91.70	EFT*20241008-09
Payroll Vendors	1	1	1,204.50	39290
Electronic Payroll	7	7	59,357.63	EFT*20241001-07
ACH Direct Deposit	18	18	42,302.82	Direct Deposit 10/05/2024
Total Vouchers	55	120	\$185,707.34	

Void Checks

WE, THE FOLLOWING SIGNEES, APPROVE THE VOUCHERS FOR PAYMENT:

MAYOR: _____

TREASURER: _____

COUNCILOR #1: _____

COUNCILOR #2: _____

COUNCILOR #3: _____

COUNCILOR #4: _____

COUNCILOR #5: _____

Police Department - John Brockmueller _____

Public Works/Community Development - Bryan Morris _____

Court- Lacie Dewitt _____

City Clerk - Rachelle Denham: _____

DATED THIS DAY OF , 2024

**AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF NAPAVINE AND THE
CITY OF MORTON FOR THE PROVISION OF MUNICIPAL COURT SERVICES**

THIS INTERLOCAL AGREEMENT (“AGREEMENT”) is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, on the 1st day of January, 2025, by and between the City of Napavine, a Washington municipal corporation (“Napavine”), and the City of Morton, a Washington Municipal corporation (“Morton”), collectively referred to herein as the “parties”.

WHEREAS, the City of Morton, “Morton” is a non-charter code city which was incorporated in 1913 and assumed authority and jurisdiction with respect to criminal and traffic offense occurring within the corporate boundaries thereby created; and

WHEREAS, Morton has since at least 2001 contracted with Lewis County District Court for Municipal Court Services, and desires to instead contract for its municipal court services with the City of Napavine; and

WHEREAS, the City of Napavine, “Napavine” has the capacity to provide municipal court facilities and related services to Morton in a manner beneficial to both parties and Morton desires to use these services; and

WHEREAS, Napavine and Morton wish to cooperate and enter into this Agreement for the orderly and efficient processing of traffic infractions, parking infractions, criminal traffic cases, criminal non-traffic cases and any other matters within the jurisdiction of a Municipal Court through services provided by and held at Napavine; and

WHEREAS, included in the services provided by Napavine to Morton shall be a detail of statistics identifying caseload, type of case, and other matters of interest to Morton; and

WHEREAS, the parties agree that provision of services as detailed in this Agreement are in the best interest of the citizens of both cities; and

WHEREAS, in accordance with RCW 3.50.815 and RCW 39.34.180, a city may contract with another city for municipal court services; and

WHEREAS, Chapter 39.34 RCW authorizes joint and cooperative Agreements between public agencies;

NOW, THEREFORE, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the City of Napavine and the City of Morton agree as follows:

- A. Purpose. The purpose of this interlocal Agreement is to make all necessary arrangements for the processing of any matters within the jurisdiction of Morton using municipal court (including court staff) and related services provided by Napavine in Napavine Municipal Court pursuant to Chapter 39.34 RCW. This is to include any ancillary services such as statistical tracking and any work related to appeals. Jail, prosecution services, public defense, judge, and Police services are specifically excluded from this Agreement.

- B. Services. Napavine, through this Agreement, shall provide the following services to Morton:
1. Municipal Court Services. Municipal Court services include all court services required by State statute, court rule, City ordinance, or other regulation as now existing or hereafter amended. These services include, as applicable, the filing, processing, adjudication, and penalty enforcement of all City cases currently pending and filed on the Effective Date or any date thereafter for the duration of this agreement, court clerk, court records, fund disbursement and accounting, itemized billings, issuance of search and arrest warrants, procedures of establishing bail, arraignments and plea hearings, pretrial motions and evidentiary hearings, discovery matters, notification and subpoenaing of witnesses and parties, bench and jury trials, pre-sentence investigations, sentencing, the duties of courts of limited jurisdiction regarding appeals, and all other court functions as they relate to municipal court. Napavine shall provide all necessary personnel to perform such services in a timely manner as required by law and court rule.
 2. Appointment of Judicial Officers. Morton should, for efficiency and economy, appoint a Napavine Municipal Court Judge as a Judge of the Morton Municipal Court and appoint Napavine Municipal Court Judges Pro Tem as Judges Pro Tem of the Morton Municipal Court. In the event Morton appoints a judge other than the Napavine Municipal Court Judge then Morton shall consult with and consider input from the Napavine City Mayor during the appointment process. Any such appointments shall require further negotiation between the parties pursuant to Section F of this Agreement.
 3. Citations. The City of Morton shall provide citations used to summon defendants to court, and the City of Morton shall deliver said citations to the City of Napavine Municipal Court within 48 hours of issuance, excepting court holidays.
 4. Other Services. Napavine and Morton shall communicate and exchange information sufficient to evaluate the adequacy of services provided for in this Agreement. Napavine is expected to provide ancillary services, including statistical information and appellate work. In the event in-custody video appearances are not available to the Napavine Municipal Court, Morton shall be responsible for transporting all Morton in-custody defendants from Lewis County Jail or any other jail that houses Morton defendants on misdemeanor or gross misdemeanor charges.
 5. Matters Reserved to Napavine. Napavine reserves the right to implement matters requiring compliance with statutory and judicial mandate, which includes, but is not limited to, the Standards for Indigent Defense and personnel matters pursuant to General Rule 29 of the Washington Courts.
- C. Staffing. The City of Napavine will be responsible for the provision of adequate Court Clerk staffing and is included in the monthly operating charges as described in Section F of this Agreement.
- D. Jury Trials. For jury trials, the City of Napavine will assess no additional fee; however, the City of Morton will pay any actual jury and/or witness costs and the additional compensation as required by contract to the Judge and Prosecutor, and Public Defender, if applicable.

- E. Property. This Interlocal Agreement does not provide for the acquisition, holding, or disposal of real or personal property. Morton Police shall be responsible for all items of evidence related to criminal prosecution.
- F. Financial Provisions. In consideration for the services provided in this Agreement, the parties agree to the following:
1. Morton shall retain all fees, costs, penalties, and fines, assessed to Morton cases for the duration of this Agreement which shall be collected by Napavine and disbursed to Morton on a monthly basis. Any new programs established after the Effective Date of this Agreement shall not be included but shall be addressed by the parties in a separate amendment hereto.
 2. Morton shall, for the duration of this agreement, pay to the City of Napavine for Municipal Court services, a filing fee in the following amounts:
 - i. Infractions: \$25.00/filing
 - ii. Criminal: \$60.00/filing
 3. Miscellaneous Pass-Through Costs. As the City of Napavine receives billings from other agencies for miscellaneous costs that are incurred in the prosecution of violations on the City of Morton's behalf; the City of Napavine will bill the City of Morton for said costs. The City of Morton shall pay its own miscellaneous costs which include, but are not limited to, the following:
 - i. Interpreter costs for non-English speaking defendants.
 - ii. Public Defense counsel appointments.
 - iii. Expert witness or investigator authorized.
 - iv. Proportionate share of video hearing costs.
- G. Accounting. The court clerk of the City of Napavine will provide monthly accounting to the City of Morton and said accounting shall include billings by citation number not defendant name. The court clerk shall collect all fees, fines, forfeitures and other monies imposed by the municipal court for any violations prosecuted on behalf of the City of Morton which shall be detailed on the revenue worksheet and disbursed monthly to the City of Morton. The City of Napavine shall be responsible for deducting any monies required to be submitted to the State of Washington and will account for same.
- H. Ordinances. The City of Morton shall provide a copy of the City of Morton municipal code or copies of all ordinances on or before their effective date to the City of Napavine Municipal Court.
- I. Agreement Administration. The parties are expected to work cooperatively as though the employees of Napavine are employees of Morton when handling Morton cases. The City Attorney for Morton, or designee, is to consult with Napavine departments as necessary regarding the prosecution of Morton cases. Interested Morton employees are to be invited to interdepartmental meetings regarding Court process. Where necessary Napavine employees

are to be available to Morton employees and/or Council to discuss court process, prosecutorial philosophy, or other matters of interest to Morton.

1. Dispute resolution. Disputes between the parties that cannot be resolved at the department level are to be resolved by the respective City Mayors. It is understood between the parties that this Agreement is of benefit to both parties and there is a common interest in working through issues to continue the Agreement.

Any disputes related to levels of compensation which cannot be resolved by the parties as described above may be resolved by binding arbitration in accordance with RCW 39.34.180(3). Such process may be invoked by either party in accordance with the procedures in RCW 39.34.180(3). In such case, the parties shall equally split the fees and costs of the arbitrator(s) in such arbitration.

2. Reporting. Napavine shall provide Morton with monthly reports summarizing court activity during which services are provided. Morton shall identify any deficiencies in such monthly reports and, where feasible, Napavine shall amend the reports accordingly.
3. Special Emphasis. Morton shall identify any areas of special emphasis and Napavine shall provide opportunities for input and reporting specific to those areas.

- J. Indemnification. In executing this Agreement, Napavine does not assume liability or responsibility for or in any way release Morton from any liability or responsibility which arises in whole or in part from:

1. The existence of effect of any Morton ordinance; or
2. Any prosecution conducted by Morton's City Attorney or designee.

If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such ordinance or prosecution is at issue, Morton shall defend the same at its sole expense and if judgment is entered or damages are awarded against Morton, Napavine or both, Morton shall satisfy the same, including all chargeable costs and attorneys' fees.

Napavine shall indemnify, defend, and hold harmless Morton, its officers, agents and employees from and against any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatever, including costs and attorneys' fees in defense thereof, for injuries, sickness or death of persons (including employees of Morton), or damage to property, or the violation of any person's civil rights, which is caused by or arises out of Napavine's acts, errors or omissions with respect to the subject matter of this Agreement, or any act or mission of any agency retained by or contracted with by Napavine to provide services covered by this Agreement; provided, however, that

1. Napavine's obligation to indemnify, defend and hold harmless shall not extend to injuries, sickness, death, damage or civil rights violations caused by or resulting from the actions or negligence of Morton, its Police Department or its officers, agents or employees; and
2. Napavine's obligation to indemnify, defend and the hold harmless for injuries, sickness death, damage or civil rights violations caused by or resulting from the concurrent actions

of negligence of Napavine or its agents and Morton or its agents shall apply to the extent that Napavine or its agents or negligence cause or contributed hereto.

Napavine does not by this Agreement assume any contractual obligations to anyone other than Morton, and Morton does not assume any contractual obligations to anyone other than Napavine. Napavine and Morton expressly eliminate any third-party beneficiary to this Agreement.

- K. Termination. Either party may terminate this Agreement by giving ninety days' written notice prior to the end of the agreement, which notice shall be effective January 1, 2025. If, for any reason, the City of Napavine Municipal Court is terminated, this Agreement shall become null and void.
- L. Term. The initial term of this Agreement is January 1, 2025, through December 31, 2025, with the parties consulting on a regular basis to establish whether amendments are needed to achieve the best results possible for both parties. The parties agree to meet and negotiate in good faith the terms of the following contract on the second Monday in September 2025, but no later than November 1, 2025.

The Agreement shall take effect on January 1, 2025, (the "Effective Date") or as soon thereafter as all of the following events have occurred:

1. Approval of the Agreement by the official action of the governing bodies of each of the Parties;
2. Execution of the Agreement by the duly authorized representative of each of the Parties; and
3. Filing a copy of this Agreement or posting a copy of this agreement to the Parties websites or recording a copy with the County Auditor as required by RCW 39.34.040.

- M. Amendment. Amendments to this Agreement must be in writing and may be made at any time during the term of the Agreement by agreement and signature of both parties.
- N. Headings not controlling. The headings in the Agreement are for convenience only and shall not affect the meaning of the terms as set out in the text.
- O. Waiver. Waiver by either Party of the right to strict performance of any provision of this Agreement or any breach thereof shall not constitute a waiver of the right to require future strict performance of that provision or any other provision.
- P. Venue. This Agreement has been and shall be construed as having been made and delivered in the State of Washington, and it is mutually understood and agreed by each party hereto that this Agreement shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action in a mediation, arbitration, lawsuit or judicial proceeding for the enforcement or interpretation of this Agreement or any provision herein shall be instituted and maintained only in courts of competent jurisdiction in Lewis County, Washington.

Q. Notice. Each party to this Contract shall have a notice representative. Each party may change its notice representative upon providing written notice to the other party. The parties' notice representatives are as follows:

For NAPAVINE:

Name of Representative: SHAWN O'NEILL
Title: Mayor
Mailing Address: P.O. Box 810
City, State and Zip Code: Napavine, WA 98532
Telephone Number: (360) 262-3547

For MORTON:

Name of Representative: RICK MEAD
Title: Mayor
Mailing Address: PO Box 1089
City, State and Zip Code: Morton, WA 98356
Telephone Number: (360) 496-6881

MADE AND APPROVED the day and year signed below.

CITY OF NAPAVINE

CITY OF MORTON

DATED: _____

DATED: _____

SHAWN O'NEILL, Mayor

RICK MEAD, Mayor

Attest:

Attest:

By: _____
Rachelle Denham, City Clerk

By: _____
LuAnn Ward, City Clerk

Approved as to form:

Approved as to form:

James M.B. Buzzard, City Attorney

James M.B. Buzzard, City Attorney

**AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF NAPAVINE AND THE
CITY OF MOSSYROCK FOR THE PROVISION OF MUNICIPAL COURT**

THIS INTERLOCAL AGREEMENT (“AGREEMENT”) is made and entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, on the 1st day of January, 2025, by and between the City of Napavine, a Washington municipal corporation (“Napavine”), and the City of Mossyrock, a Washington Municipal corporation (“Mossyrock”), collectively referred to herein as the “parties”.

WHEREAS, the City of Mossyrock, “Mossyrock” is a non-charter code city which was incorporated in 1948 and assumed authority and jurisdiction with respect to criminal and traffic offense occurring within the corporate boundaries thereby created; and

WHEREAS, Mossyrock has since at least 2001 contracted with Lewis County District Court for Municipal Court Services, and desires to instead contract for its municipal court services with the City of Napavine; and

WHEREAS, the City of Napavine, “Napavine” has the capacity to provide municipal court facilities and related services to Mossyrock in a manner beneficial to both parties and Mossyrock desires to use these services; and

WHEREAS, Napavine and Mossyrock wish to cooperate and enter into this Agreement for the orderly and efficient processing of traffic infractions, parking infractions, criminal traffic cases, criminal non-traffic cases and any other matters within the jurisdiction of a Municipal Court through services provided by and held at Napavine; and

WHEREAS, included in the services provided by Napavine to Mossyrock shall be a detail of statistics identifying caseload, type of case, and other matters of interest to Mossyrock; and

WHEREAS, the parties agree that provision of services as detailed in this Agreement are in the best interest of the citizens of both cities; and

WHEREAS, in accordance with RCW 3.50.815 and RCW 39.34.180, a city may contract with another city for municipal court services; and

WHEREAS, Chapter 39.34 RCW authorizes joint and cooperative Agreements between public agencies;

NOW, THEREFORE, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the City of Napavine and the City of Mossyrock agree as follows:

- A. Purpose. The purpose of this interlocal Agreement is to make all necessary arrangements for the processing of any matters within the jurisdiction of Mossyrock using municipal court (including court staff) and related services provided by Napavine in Napavine Municipal Court pursuant to Chapter 39.34 RCW. This is to include any ancillary services such as statistical tracking and any work related to appeals. Jail, prosecution services, public defense, judge, and Police services are specifically excluded from this Agreement.

- B. Services. Mossyrock shall establish the City of Mossyrock Municipal Court and shall take all action necessary, including the adoption of all necessary ordinances as if operating such court independently. Mossyrock shall appoint a judge, and shall set appropriate fines, penalties, and processes. Napavine, through this Agreement, shall provide the following services to Mossyrock:
1. Municipal Court Services. Municipal Court services include all court services required by State statute, court rule, City ordinance, or other regulation as now existing or hereafter amended. These services include, as applicable, the filing, processing, adjudication, and penalty enforcement of all City cases currently pending and filed on the Effective Date or any date thereafter for the duration of this agreement, court clerk, court records, fund disbursement and accounting, itemized billings, issuance of search and arrest warrants, procedures of establishing bail, arraignments and plea hearings, pretrial motions and evidentiary hearings, discovery matters, notification and subpoenaing of witnesses and parties, bench and jury trials, pre-sentence investigations, sentencing, the duties of courts of limited jurisdiction regarding appeals, and all other court functions as they relate to municipal court. Napavine shall provide all necessary personnel to perform such services in a timely manner as required by law and court rule.
 2. Appointment of Judicial Officers. Mossyrock should, for efficiency and economy, appoint a Napavine Municipal Court Judge as a Judge of the Mossyrock Municipal Court and appoint Napavine Municipal Court Judges Pro Tem as Judges Pro Tem of the Mossyrock Municipal Court. In the event Mossyrock appoints a judge other than the Napavine Municipal Court Judge then Mossyrock shall consult with and consider input from the Napavine City Mayor during the appointment process. Any such appointments shall require further negotiation between the parties pursuant to Section F of this Agreement.
 3. Citations. The City of Mossyrock shall provide citations used to summon defendants to court, and the City of Mossyrock shall deliver said citations to the City of Napavine Municipal Court within 48 hours of issuance, excepting court holidays.
 4. Other Services. Napavine and Mossyrock shall communicate and exchange information sufficient to evaluate the adequacy of services provided for in this Agreement. Napavine is expected to provide ancillary services, including statistical information and appellate work. In the event in-custody video appearances are not available to the Napavine Municipal Court, Mossyrock shall be responsible for transporting all Mossyrock in-custody defendants from Lewis County Jail or any other jail that houses Mossyrock defendants on misdemeanor or gross misdemeanor charges.
 5. Matters Reserved to Napavine. Napavine reserves the right to implement matters requiring compliance with statutory and judicial mandate, which includes, but is not limited to, the Standards for Indigent Defense and personnel matters pursuant to General Rule 29 of the Washington Courts.
- C. Staffing. The City of Napavine will be responsible for the provision of adequate Court Clerk staffing and is included in the monthly operating charges as described in Section F of this Agreement.

- D. Jury Trials. For jury trials, the City of Napavine will assess no additional fee; however, the City of Mossyrock will pay any actual jury and/or witness costs and the additional compensation as required by contract to the Judge and Prosecutor, and Public Defender, if applicable.
- E. Property. This Interlocal Agreement does not provide for the acquisition, holding, or disposal of real or personal property. Mossyrock Police shall be responsible for all items of evidence related to criminal prosecution.
- F. Financial Provisions. In consideration for the services provided in this Agreement, the parties agree to the following:
1. Mossyrock shall retain all fees, costs, penalties, and fines, assessed to Mossyrock cases for the duration of this Agreement which shall be collected by Napavine and disbursed to Mossyrock on a monthly basis. Any new programs established after the Effective Date of this Agreement shall not be included but shall be addressed by the parties in a separate amendment hereto.
 2. Mossyrock shall, for the duration of this agreement, pay to the City of Napavine for Municipal Court services, a filing fee in the following amounts:
 - i. Infractions: \$25.00/filing
 - ii. Criminal: \$60.00/filing
 3. Miscellaneous Pass-Through Costs. As the City of Napavine receives billings from other agencies for miscellaneous costs that are incurred in the prosecution of violations on the City of Mossyrock's behalf; the City of Napavine will bill the City of Mossyrock for said costs. The City of Mossyrock shall pay its own miscellaneous costs which include, but are not limited to, the following:
 - i. Interpreter costs for non-English speaking defendants.
 - ii. Public Defense counsel appointments.
 - iii. Expert witness or investigator authorized.
 - iv. Proportionate share of video hearing costs.
- G. Accounting. The court clerk of the City of Napavine will provide monthly accounting to the City of Mossyrock and said accounting shall include billings by citation number not defendant name. The court clerk shall collect all fees, fines, forfeitures and other monies imposed by the municipal court for any violations prosecuted on behalf of the City of Mossyrock which shall be detailed on the revenue worksheet and disbursed monthly to the City of Mossyrock. The City of Napavine shall be responsible for deducting any monies required to be submitted to the State of Washington and will account for same.
- H. Ordinances. The City of Mossyrock shall provide a copy of the City of Mossyrock municipal code or copies of all ordinances on or before their effective date to the City of Napavine Municipal Court.

I. Agreement Administration. The parties are expected to work cooperatively as though the employees of Napavine are employees of Mossyrock when handling Mossyrock cases. The City Attorney for Mossyrock, or designee, is to consult with Napavine departments as necessary regarding the prosecution of Mossyrock cases. Interested Mossyrock employees are to be invited to interdepartmental meetings regarding Court process. Where necessary Napavine employees are to be available to Mossyrock employees and/or Council to discuss court process, prosecutorial philosophy, or other matters of interest to Mossyrock.

1. Dispute resolution. Disputes between the parties that cannot be resolved at the department level are to be resolved by the respective City Mayors. It is understood between the parties that this Agreement is of benefit to both parties and there is a common interest in working through issues to continue the Agreement.

Any disputes related to levels of compensation which cannot be resolved by the parties as described above may be resolved by binding arbitration in accordance with RCW 39.34.180(3). Such process may be invoked by either party in accordance with the procedures in RCW 39.34.180(3). In such case, the parties shall equally split the fees and costs of the arbitrator(s) in such arbitration.

2. Reporting. Napavine shall provide Mossyrock with monthly reports summarizing court activity during which services are provided. Mossyrock shall identify any deficiencies in such monthly reports and, where feasible, Napavine shall amend the reports accordingly.

3. Special Emphasis. Mossyrock shall identify any areas of special emphasis and Napavine shall provide opportunities for input and reporting specific to those areas.

J. Indemnification. In executing this Agreement, Napavine does not assume liability or responsibility for or in any way release Mossyrock from any liability or responsibility which arises in whole or in part from:

1. The existence of effect of any Mossyrock ordinance; or
2. Any prosecution conducted by Mossyrock's City Attorney or designee.

If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such ordinance or prosecution is at issue, Mossyrock shall defend the same at its sole expense and if judgment is entered or damages are awarded against Mossyrock, Napavine or both, Mossyrock shall satisfy the same, including all chargeable costs and attorneys' fees.

Napavine shall indemnify, defend, and hold harmless Mossyrock, its officers, agents and employees from and against any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatever, including costs and attorneys' fees in defense thereof, for injuries, sickness or death of persons (including employees of Mossyrock), or damage to property, or the violation of any person's civil rights, which is caused by or arises out of Napavine's acts, errors or omissions with respect to the subject matter of this Agreement, or any act or mission of any agency retained by or contracted with by Napavine to provide services covered by this Agreement; provided, however, that

1. Napavine's obligation to indemnify, defend and hold harmless shall not extend to injuries, sickness, death, damage or civil rights violations caused by or resulting from the actions or negligence of Mossyrock, its Police Department or its officers, agents or employees; and
2. Napavine's obligation to indemnify, defend and the hold harmless for injuries, sickness death, damage or civil rights violations caused by or resulting from the concurrent actions of negligence of Napavine or its agents and Mossyrock or its agents shall apply to the extent that Napavine or its agents or negligence cause or contributed hereto.

Napavine does not by this Agreement assume any contractual obligations to anyone other than Mossyrock, and Mossyrock does not assume any contractual obligations to anyone other than Napavine. Napavine and Mossyrock expressly eliminate any third-party beneficiary to this Agreement.

- K. Termination. Either party may terminate this Agreement by giving ninety days' written notice prior to the end of the agreement, which notice shall be effective January 1, 2025. If, for any reason, the City of Napavine Municipal Court is terminated, this Agreement shall become null and void.
- L. Term. The initial term of this Agreement is January 1, 2025 through December 31, 2025, with the parties consulting on a regular basis to establish whether amendments are needed to achieve the best results possible for both parties. The parties agree to meet and negotiate in good faith the terms of the following contract on the second Monday in September 2025, but no later than November 1, 2025.

The Agreement shall take effect on January 1, 2025, (the "Effective Date") or as soon thereafter as all of the following events have occurred:

1. Approval of the Agreement by the official action of the governing bodies of each of the Parties;
 2. Execution of the Agreement by the duly authorized representative of each of the Parties; and
 3. Filing a copy of this Agreement or posting a copy of this agreement to the Parties websites or recording a copy with the County Auditor as required by RCW 39.34.040.
- M. Amendment. Amendments to this Agreement must be in writing and may be made at any time during the term of the Agreement by agreement and signature of both parties.
- N. Headings not controlling. The headings in the Agreement are for convenience only and shall not affect the meaning of the terms as set out in the text.
- O. Waiver. Waiver by either Party of the right to strict performance of any provision of this Agreement or any breach thereof shall not constitute a waiver of the right to require future strict performance of that provision or any other provision.
- P. Venue. This Agreement has been and shall be construed as having been made and delivered in the State of Washington, and it is mutually understood and agreed by each party hereto that this Agreement shall be governed by the laws of the State of Washington, both as to

interpretation and performance. Any action in a mediation, arbitration, lawsuit or judicial proceeding for the enforcement or interpretation of this Agreement or any provision herein shall be instituted and maintained only in courts of competent jurisdiction in Lewis County, Washington.

Q. Notice. Each party to this Contract shall have a notice representative. Each party may change its notice representative upon providing written notice to the other party. The parties' notice representatives are as follows:

For NAPAVINE:

Name of Representative: SHAWN O'NEILL
Title: Mayor
Mailing Address: P.O. Box 810
City, State and Zip Code: Napavine, WA 98532
Telephone Number: (360) 262-3547

For MOSSYROCK:

Name of Representative: RANDALL SASSER
Title: Mayor
Mailing Address: P.O. Box 96
City, State and Zip Code: Mossyrock, WA 98564
Telephone Number: (360) 983-3300

MADE AND APPROVED the day and year signed below.

CITY OF NAPAVINE

CITY OF MOSSYROCK

DATED: _____

DATED: _____

SHAWN O'NEILL, Mayor

RANDALL SASSER, Mayor

Attest:

Attest:

By: _____
Rachelle Denham, City Clerk

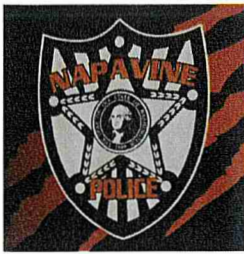
By: _____
Linda Hannon, City Clerk

Approved as to form:

Approved as to form:

James M.B. Buzzard, City Attorney

James M.B. Buzzard, City Attorney



NAPAVINE POLICE DEPARTMENT

COUNCIL 10/8/2024 STAFF REPORT

- The monthly call totals for September are included in your packet.
- The Trunk or Treat this year will be from 5pm to 6:30pm since we have a home football game on Halloween this year. The flyer is included in your packet.
- The White Dodge Charger was decommissioned by our Public Works Department so we were able to release that to auction on October 1st, 2024, which will take place after the 2-week required advertisement period.
- Our Flock cameras are installed and operational at the following locations:
 - #1 Rush Rd @ Love's Gas Station on existing city pole
 - #2 Estep Rd across from Eagle Truck Stop on Flock newly mounted pole
 - #3 Washington St @ E Front on existing city pole

Sincerely yours,

John Brockmueller
Chief of Police

jbrockmueller@cityofnapavine.com
jgodbey@cityofnapavine.com

PO Box 179 / 407 SW Birch Ave
Napavine, WA 98565
PH 360-262-9888 / FX 360-262-9885

**Napavine Police Department
Monthly Call Activity Report**

#	Type of Call
2	Abandoned/Disabled Vehicles
2	Accidents
7	Agency/Dept. Assists
2	Alarms
5	Animals
	Arson
2	Assault Offenses
2	ATC (Attempt to Contact)
	ATL (Attempt to Locate)
	Bad Checks
	Burglary
	Child Abuse/Neglect
	Child Molestation/Rape/Comm
7	Civil/Public
	Death Investigations
1	Disorderly Conduct
2	Disputes
4	Drugs/Paraphernilia Violations
3	DUI
	Eluding
	Fire Call
	Firearms
	Fireworks
	Forgery
	Fraud/Scam/Counterfeit/Identity Theft
1	Harrassment
	Homicide
	Illegal Burn
9	Information/General
2	Juvenile
	Kidnapping/Abduction
	Littering
	Lost/Missing/Found Persons

#	Type of Call
	Malicious Mischief
	MIP/Furninshing Liquor Mino
	Noise
	Overdose
4	Property/Lost/Found/Recovered
	Rescue-Minor/Major
	Robbery
1	Runaway
1	Sex Offenses/Pornography
	Shoplifting
	Suicide/Threats/Attempts
1	Shooting/Weapons/Explosives/Hazard
3	Suspicious Circumstances
3	Suspicious Person/Vehicle
7	Traffic - Criminal
13	Traffic - Infractions
10	Traffic - Other/Hazards/Patrol
	Trespassing
4	Thefts/Larceny
2	Thefts (Motor Vehicle)/tmvwp/recstveh
	Vandalism
	Vehicular Assault
2	Vehicle Prowl
	Violation City Ordinance/Nuisance
	Violation of Protection/Harrass Ord
2	Warrants/Wanted Person
	Welfare Checks
2	911 Hang Up
1	Hit & Run Accident
	Security Check- Business/Residential
	Community Event
	Unlawful Imprisonment

107

SEPTEMBER MONTHLY TOTAL

971

YEAR TO DATE 2024

(As of the end of September 2024)



JOIN US IF YOU DARE FOR

Trunk & Treat

OCTOBER 31 AT 5:00-6:30PM

Napavine Fire Department

sponsored by: Napavine Police Dept & Fire Dist. 5

To: Mayor and City Council
From: Bryan Morris, PW/CD Director
RE: Staff Report for Council Meeting, Oct. 8th, 2024

- **Planning Commission Meeting Minutes**

-

- **Project Updates**

- Scots Industries – Stabilizing soils for winter and containing stormwater runoff. Waiting for final submittal on water system upgrade for the Birch Avenue Booster Station.
- TA – Delayed. Tribal artifacts were found on site. Area of tribal artifacts is flagged until DAHP permit can be processed. Also waiting on WSDOT for final off-site (interchange) Approval.
- AT&T Cell Tower – Vertical Bridge has obtained a signed pass-through agreement. The City Attorney is reviewing the proposed lease to verify if the prior conditional use permit is still applicable.
- Rush Road STIP – Waiting for contracts from the Rush Road engineer.
- Woodard Road – Comment period closed Monday September 16th, the application was put “on hold” for the applicant to address agency comments. Once comments are addressed, we will resume preparing staff report, then schedule public hearing.
- 2nd Ave SE Overlay Project – Waiting on final pay submittal to close out this job
- Ripple Creek culverts- Waiting on grant determination.
- Skate Park – Preliminary application submitted. Selected to submit Final application. Final application submitted and in the review process. Awards will be determined in October.
- Jefferson Station – Design plans at 60%. Additional .09 funds were granted. Funding for Jefferson to be completed has been awarded to the city.
- Well 3 – shut down due to PFAS.
- Well 2 – turned off for PFAS on 06/12/24.
- Water – Hydrogeologist has been awarded. The next step will be for the city to receive scope of work and then contracts.

Comp Plan Update 2025

For Information Purpose

A Public Participation Plan is one of the requirements for the Comp Plan Update. One of the items in the plan was to create a Stakeholder Committee. Advertisement went out and a committee was formed. The Stakeholder Committee held one meeting on May 23rd.

Since that date, two of the 7 members withdrew. It has been decided to disband the committee. Moving forward one of the ways to accomplish Public Participation will be to welcome public input at the Planning Commission Meetings.

A Comp Plan Update presentation will be held at the October 21st Planning Commission Meeting.



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

To: Mayor and City Council

From: Rachelle Denham, City Clerk

RE: Clerk's Report for Council Meeting, October 8, 2024

October Utility Billing Information

- Oct billing cycle the city billed out a total of \$243,760.37 in water and sewer.
- Backflow invoices charged – 47 invoices totaling \$2,533.30
- Chlorination notice went out on bills for the week of 10-7 thru 10-11.
- Total of 309 badger meters in the ground. Up 2 since last reporting.
- Currently 43 EyeOnWater app users increased by one new user from last reporting.
- City has billed out YTD \$1,159,899.52 (water/sewer), Received in YTD \$953,064.87
- 25 Mayme Park reservations YTD – 2 pending reservations for October
- YTD collected from Park Reservations - \$1,650.00
- 19 current senior/disabled discount accounts
- 2024 City has 127 dogs licensed up from 119 last reporting