



# REGULAR COUNCIL MINUTES

Council Chambers – 1300 First Street

June 15, 2022 at 7:00 PM

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## 1. FLAG SALUTE - PLEDGE OF ALLEGIANCE

## 2. CALL TO ORDER - ROLL CALL

PRESENT: Councilmember Candice Makos, Councilmember Stana Cummings, Councilmember Jim Ancich, Councilmember Cody Bridges, Councilmember Miles Wenzel

Staff Present - City Administrator Darrin Raines, Attorney Steve Johnson, Finance Director Julie Pope, Public Works Superintendent Jeff Nations, Fire Chief Mark Tarabochia, and Police Chief Casey Stratton

## 3. APPROVAL OF AGENDA

Councilmember Makos made a motion to approve the agenda with the removal of item c (HDR Agreement), Seconded by Councilmember Ancich.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

## 4. PUBLIC HEARING - SIX YEAR STREET PLAN

Administrator Raines went through the projects listed for the six-year street plan. There were no public comments.

A. Six Year Street Plan 2023-2028

B. Street Plan Listing

## 5. PUBLIC COMMENTS

**Carl Sperring** - Mr. Sperring asked about the AARP grant. Administrator Raines stated that it is funding received by Linda Springer and the Friends of Highland Park for the Highland Park.

## 6. CONSENT AGENDA

Motion made by Councilmember Wenzel, Seconded by Councilmember Makos.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

## 7. COMMITTEE REPORTS

**Public Safety** – They met with the Fire chief regarding current recruitment and on-boarding costs for the new members. The costs are coming in under what was approved at the last meeting.

## 8. CITY OFFICIAL REPORTS

**City Administrator** - Administrator Raines stated the HDR Agreement was removed due to pricing. There are other tasks that need to be done and we are seeking additional funding from the Flood Authority. Linda Springer is still working on getting additional funding for the Highland Park. On June 25th, there will be a work party at Highland Park to install new border. We have

met with the architects for the new municipal building. We have almost finalized a new floor plan which will use the existing city hall. This will save 2500-2800 square feet.

**Finance Director** - Director Pope stated that the agendas for tonight's meeting was created using the municode software. It should go live on our website for July's meeting. The website update is almost done as well. We are scheduled to receive the second tranche of the ARPA funding this month. The State is waiting on the Federal government to send it to them.

**Police Chief** - We have been conducting emergency vehicle operations and PIT training for county law enforcement. Reserve Officer Watts is the lead instructor for the training. Recently we sent out approximately eleven letters for over grown grass and shrubbery growing over sidewalks. It is purely informational letting everyone know what the law is. Chief Stratton is no longer code enforcement but helps out when needed. Deputy Clerk Kristina Eccles is filling in part-time as police clerk while Police Clerk Caitlyn is out on maternity leave. He stated that the old red Tahoe has been repaired and surplussed to the Fire Department. We had a burglary at the City Shop recently. The chain link fence had been cut. Missing items were located at a local recycler. We need to acquire security cameras for city property. Park bathrooms have been victimized many many times. He would like to have a workshop regarding rv trailers being parked along the road. We have sent out letters with no response. He said this may need to start at the public safety level.

**Fire Chief** - Chief Tarabochia said that we need people for the fire department. They need to live in the central Grays Harbor area. We currently have six volunteers in addition to the Chief. We have started our onboarding process. The chief is going through the same process as the other volunteers. We have a volunteer who has stepped up to help inventory the fire hall. There are many ways to volunteer for the fire department besides being a firefighter or emt.

**Public Works Superintendent** - Vandalism in the bathrooms have been bad. We closed the ones at the tennis courts due to this. We need a camera system. The department is working hard on mowing for father's day and helping with the Highland Park project. No new meter install due to lack of time. Councilmember Makos asked what it costs to repair the vandalism. Superintendent Nations stated that it depends on the damage.

## 9. MAYOR'S REPORT

Mayor Pauley stated we are using the OWL for the hybrid meeting. We are allowing public comments in person or written comments. Online comments are more difficult for us in a hybrid format. Next weekend on June 25th, it is the city-wide garage sale. Next week, Mayor Pauley will be attending the AWC conference in Vancouver. Next week will also be the first RFA meeting with our elected officials. This is fact finding not committing ourselves to the RFA. It will come back to the council at a later date. We have been meeting with the architects and have come up with an alternate plan. We will need to go back out to bid with a hopeful groundbreaking in early 2023. He would like a special meeting on July 6th at 7 p.m. for the HDR agreement and the request for proposal for landscaping. Also, we had quotes for cameras, we could accomplish this as well.

## 10. NEW BUSINESS

### A. Resolution 2022-03 Six Year Street Plan

Administrator Raines stated that if funding becomes available or if there are other projects that would become eligible for funding please bring it to him. Attorney Johnson read the title of the resolution.

Motion made by Councilmember Ancich, Seconded by Councilmember Makos.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

### B. Request for Proposal for First and Second Street Landscaping

Administrator Raines stated we currently only have three people in public works and cannot afford to hire another employee at this time. To help solve the issue, we are looking to hire a

landscaping contractor to take care of the planters on First and Second Street. This will be a cost effective manner. The areas are for First St from C Street to J Street and Second St from E Street to J Street and Lions Park. They will be maintained twice monthly from March through October and monthly from November through February. This includes weeding, pruning, removing/adding mulch, etc. They are due on 2 p.m. on Thursday, June 30th. A walkthrough will be on June 22nd. Councilmember Ancich stated the RFP needs to include language for licensed and bonded for the contractors. Councilmember Makos made a motion to approve sending out the request for proposal with the addition of dates from now through December 31, 2022 and to re-advertise in December and to include the words licensed and bonded. Councilmember Wenzel asked the public works superintendent if this will help his department. He stated it would be a tremendous help.

Motion made by Councilmember Makos, Seconded by Councilmember Ancich.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

**C. HDR Agreement**

This item was removed from the agenda

**D. Washington Community Festivals and Events Grant**

Administrator Raines said this was a grant opportunity that came up a couple of weeks. We believe we could apply for this on behalf of the Festival in the Park or a Winter Festival. After reading the paperwork we realized that this had to be a legacy festival and has to be spent this year. This would not give us enough time for the Festival in the Park and a Winter Festival would not be a legacy. Therefore, this grant opportunity would not work for us.

**E. T-Mobile Grant Acceptance**

Administrator Raines stated that the Friends of Highland Park received a grant from T-Mobile for \$50,000 and the money was given to the City to spend the funds. We did not receive Council action back in December to receive the funds.

Motion to accept the funds made by Councilmember Wenzel, Seconded by Councilmember Cummings.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

**F. AARP Grant**

Administrator Raines stated that this is a grant that Linda Springer and the Friends of Highland Park were awarded in the amount of \$28,325. The funds were supposed to run through the Friends of Highland Park, but their paperwork for the non-profit will not be completed until July. They would like the City to act as a fiscal agent. Councilmember Wenzel asked that if the intent moving forward is that the Friends of Highland Park would handle the funds in the future. Mayor Pauley stated this is the case.

Motion made for the City to serve as a fiscal sponsor for the AARP grant by Councilmember Wenzel, Seconded by Councilmember Makos.

Voting Yea: Councilmember Makos, Councilmember Cummings, Councilmember Ancich, Councilmember Wenzel

Voting Abstaining: Councilmember Bridges

## 11. COUNCIL COMMENTS

**Councilmember Ancich** - He asked if the old police chargers would be on govdeals soon. Finance Director Pope stated that the paperwork is complete and should be on their website Monday or Tuesday of next week. Councilmember Wenzel asked if this was for the fire trucks as well. She said yes.

**Councilmember Wenzel** - He would like to make a motion to create a memorandum of understanding between the City and the Friends of Highland Park since we are dealing with over \$100,000 now. He would like to have an agreement in place. Attorney Johnson said we would need to do this after they receive their non profit status. Councilmember Wenzel also thanked everyone who showed up tonight.

## 12. PUBLIC COMMENTS

**Cathy Shapansky** - She said she sent an email tonight and also two months ago but has had no comment. She would like some information about it. It is important to her business. She asked Jeff for an update on the street light. Superintendent Nations said the parts are about six months out. She asked who is code enforcement. Chief Stratton said it is Bill Sidor. Councilmember Wenzel said we should forward her request to the Public Works committee. Administrator Raines asked if the committee is available on Monday afternoon for a meeting.

**Ann Peery (written)** - Director Pope read Ann's comment as written. She asked Councilmember Bridges if he has any intention of resigning his illegal position on the Council.