



McCleary Regular City Council Meeting

Wednesday, February 12, 2025 – 6:30 PM

Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/87665409119>

Meeting ID: **876 6540 9119**

(253) 215-8782

Call to Order/Flag Salute/Roll Call

The meeting was called to order at 6:30pm. The Pledge of Allegiance was conducted, followed by roll call. All councilmembers present.

Agenda Modifications/Acceptance

A motion was made by Councilmember Simmons, Seconded by Councilmember Dahl to remove item #8 from the agenda (as it was inadvertently listed on the agenda twice).

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek

Special Presentations

1. Greater Grays Harbor Presentation with Darrin Raines

CEO of Greater Grays Harbor Inc. (GGHI), Darrin Raines delivered the company's Annual Municipal presentation to council. GGHI implements initiatives to maintain, expand, and create economic opportunities. Mr. Raines provided information regarding this year's priorities and goals, updates on recent activities and scheduled events for the upcoming year.

Proclamations/Announcements

2. Deputy-Clerk Treasurer, Lindsay Blumberg

Mayor Pro Tem Huff announced that Deputy Clerk Treasurer, Lindsay Blumberg has resigned to take a position with another agency. He recited Resolution 770, acknowledging Lindsay's 12 years of service and dedication to the city. Mayor Pro Tem Huff and councilmembers Schiller, Dahl, and Klimek each gave a public statement, thanking Lindsay for her assistance over the years.

A motion to adopt Resolution 770 was made by Councilmember Dahl, Seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

A photo of Lindsay was taken to commemorate this event.

Public Comment - Agenda Items Only

Fellow co-workers Paul Nott and Pierce Ridgeway also gave their thanks to Lindsay for her time with the city.

Consent Agenda

3. Claims Approval:

The following items are distributed to Councilmembers in advance for study and review, and the recommended actions will be accepted in a single motion. Any item may be removed for further discussion if requested by a councilmember.

i Approval of checks/vouchers/disbursements numbered 54281 to 54242 in the amount of \$204,758.52

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ii Approval of payroll disbursement for January 2025 in the amount of \$171,373.66

(Period: 01/01/25-01/15/25 \$86,798.66 for 01/17/25 payroll, Period: 01/16/25-01/31/25 \$84,575.00 for 02/05/25 payroll.)

As there was no discussion on this matter, a motion was made by Councilmember Schiller, Seconded by Councilmember Dahl to approved the Consent Agenda.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

Updates

4. Staff Reports: Light and Power, Fire Department, Police Department, Finance & Administration

Mayor Pro Tem Huff acknowledged staff reports from Sewer and Public Works departments were not received this month. Clerk-Treasurer Jamie Vinyard mentioned both department heads had indicated to her they had nothing critical to add to this month's reports.

Councilmember Dahl commented on recent outages over the last month. She thanked Light & Power and Public Works departments for maintaining power and keeping the streets plowed. She also acknowledged the public assistance provided by Officer John Campbell to two drivers who had slid off the road because of inclement weather conditions.

Senior Lineman Paul Nott provided additional details and clarification regarding a recent power incident, and an explanation for the substation system failure.

Mayor Pro Tem Huff echoed Councilmember Dahl's comments, thanking city staff for all they do to care for McCleary residents.

Old Business

5. Tenelco Service Contract

McCleary has been contracting with Tenelco to manage the city's bio-solid waste. City Administrator Jon Martin explained the last contract with Tenelco expired in August of 2024. The proposed contract for 2025 includes a 4% increase in cost for services. Martin indicated the increased cost was still significantly less than what it would be if the city were to haul it's own waste for disposal. He encouraged council to approve the new contract proposal.

A motion to accept the new contract with Tenelco was made by Councilmember Simmons, Seconded by Councilmember Schiller.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

6. RFP Request for Power & Water Meter Reading System

City Administrator Martin explained how the city's current power and water meter system is failing. The system is so old, software is no longer available to support it. If it fails completely, the city will have to revert to full manual reads for both utilities. He urged council to approve a request for authorization to proceed with the solicitation of a Request for Proposals (RFP), to obtain new meter reading hardware.

A motion to approve the request for an RFP was made by Councilmember Schiller, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

Ordinances and Resolutions

7. LGIP Resolution 2025

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Mayor Pro Tem Huff explained how with the departure of Deputy Clerk-Treasurer Blumberg, another employee must be designated as the "authorizing individual" on the LGIP account. Resolution 771 addresses this matter, naming Administrator Martin as her replacement.

A motion accept Resolution 771 was made by Councilmember Simmons, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

8. Deputy Clerk-Treasurer Lindsay Blumberg

Not applicable (duplicate).

9. Public Records Policy & Resolution

Mayor Pro Tem Huff announced this resolution could not be voted upon this evening, as a posting for a public hearing must first occur. City Attorney Madison Pleasant verified no motion could be made, that tonight would be a first reading only. Madison explained the reason a public hearing necessary was due to a fee schedule change for public records requests, noting that police body camera footage takes a significant amount of time to review for redactions. Madison emphasized a need for the city to be fairly compensated for this process.

Huff asked administration place the resolution on the agenda for the next council meeting and post notice for a public hearing on the issue, in accordance with RCW requirements.

10. Banking Authority/Designated Signers

After a short break (due to internet difficulties), Mayor Pro Tem announced Resolution 772, relating to "authorized signers" on city bank accounts, and repealing Resolution 669. Under the new resolution, positions authorized to sign or act on behalf of the city include the Mayor, Mayor Pro Tem, City Administrator, Clerk-Treasurer, and Deputy Clerk-Treasurer.

A motion to accept Resolution 772 was made by Councilmember Dahl, Seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion passed.

Public Comment - City Business Only

None.

Executive Session

11. To discuss matters of union contracts/negotiations.

Mayor Pro Tem Huff reconvened the meeting at 7:55pm, announcing that no action was taken during the executive session.

Council Comments

Mayor Pro Tem Huff again thanked the Public Works and Light & Power teams for their efforts after the recent snow and cold temperatures. He admonished all present at the meeting to exercise caution driving in inclement weather. Huff also reminded everyone City Hall would be closed on Monday, February 27th, in observance of President's Day.

Councilmember Schiller asked City Administrator Martin for clarification on the confirmation of two new city employees. The probationary window, potential dates and times for this event were discussed. Mayor Pro Tem Huff asked City Administrator Martin to provide the letter of interest and resumes of those candidates for council to review, to assist them in making an educated decision. Martin indicated he wanted to first check with the Municipal Research and Services Center (MRSC) for further clarification on this process and employee records.

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Councilmember Dahl asked City Administrator Martin for an update on Civil Service and Planning Commissions. Martin indicated administration is first working on getting the Civil Service Commission (CSC) running again through announcements on Facebook. The city has already received notification from parties, indicated their interest in building and planning. There was some discussion amongst councilmembers and administration as to whether any members remain on the CSC, or if all positions have been vacated.

Mayor Comments

None.

City Administrator Comments

City Administrator Jon Martin provided the following updates to council:

- 1) An issue has come up with the Chiller Replacement project; the bidder (Sunset Air) has not provided their required insurance information. Therefore, the city might need go back and rework the bid process.
- 2) Jon explained safety protocols regarding the repair of power lines, especially after power system failures. He provided clarification for the delay in some of the city's crews being able to work.
- 3) The individual selected for the Police Clerk position has completed her background check and fingerprinting. He hopes the hiring process will be completed within the next two weeks.
- 4) The city has received 74 applications for the open Public Works position, which closes on Friday. Many qualified individuals have applied.
- 5) Administration is still working on completing the necessary Bank Reconciliation reports, so that they can provide council with specific Profit and Loss figures. Martin noted that administration is being very intentional in their spending, which has resulted in a decrease in payroll spending and an increase in bank account balances, from what they were this time last year.

Adjourn

After no further comments, a motion to adjourn was made by Councilmember Simmons, Seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Meeting adjourned at 8:06pm.

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