



# McCleary Special City Council Meeting

Wednesday, October 11, 2023 – 6:30 PM  
Zoom Virtual Meeting & Community Center

## Minutes

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### Call to Order/Flag Salute/Roll Call

Meeting called to order at 6:33pm by Mayor Pro-Tem Huff

### PRESENT

Councilmember Jacob Simmons

Councilmember Brycen Huff

Councilmember Max Ross

Councilmember Andrea Dahl

### Agenda Modifications/Acceptance

Motion made by Councilmember Dahl, Seconded by Councilmember Ross to approve the agenda as written.

Voting Yea: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Simmons

### Public Comment - Agenda Items Only

There were no public comments.

### Consent Agenda

1. Accounts Payable September 16-30, 2023 Ck Numbers 52494-52532 including EFT's totaling \$125,791.84

Motion made by Councilmember Dahl, Seconded by Councilmember Ross to approve the consent agenda as written.

Voting Yea: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Simmons

### Updates

2. Staff Reports - Light & Power, Water/Wastewater, Public Works, Finance, Police

### New Business – None

### Old Business

3. Agreement Renewal – Low-Income Home Heating Energy Vendor Agreement

Chad Bedlington, Director of Public Works, provided an overview of this annual contract renewal. The Low-Income Home Energy Assistance Program (LIHEAP) is a federal program administered by the Coastal Community Action Program (CCAP). This program is design to assist low-income households with electrical utility costs when needed and qualified. We renew the Vendor Agreement with CCAP every two years to outline services that each agency will provide in the process of determining eligibility and when funds can be made available to those in need. Councilmember Dahl asked if there were any changes to the contract. Mr. Bedlington stated this was the first agreement he has reviewed an did not notice anything of significance.

Motion made by Councilmember Ross, Seconded by Councilmember Dahl to approve the LIHEAP Contract renewal.

Voting Yea: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Simmons

4. Itron Annual Renewal

Mr. Bedlington provided a staff report on the Itron renewal. Itron is the software that the city utilizes to read the water and power meters within the service areas. This is an annual renewal with a cost of \$1,551.71 for 2024. He stated this is for council knowledge and no action is necessary.

5. Annual Renewal – CivicPlus Service Agreement

Mr. Bedlington stated CivicPlus is the City website service provider. On an annual basis, the city continues the service agreement for subscription renewal and platform migration needs. This cost of \$3,110 is for support services for website maintenance and updates, as well as general subscriber costs for the website. There is no action needed, this is informational only. Councilmember Simmons asked when the website migration will be complete. Mr. Bedlington stated it is still being worked on, but there have been delays with the vendor.

### **Ordinances and Resolutions**

6. Ordinance to Adopt a Complete Streets Policy, to the City of McCleary Municipal Code Title 12, Streets, Sidewalks, and Public Places

Mr. Bedlington provided a staff report. He reported the ordinance was most recently introduced to Council at the September 27, 2023 Council meeting. With the adoption of the Complete Streets ordinance, the City is making a good faith effort with all transportation projects to improve public streets for pedestrians, bicyclists, and transit users regardless of age or ability. It also opens additional grant opportunities to fund future transportation projects.

Councilmember Ross asked if there were any changes since the council last reviewed it. Mr. Bedlington stated there were clerical errors corrected. Councilmember Dahl asked if this assists with State and Federal guidelines. Mr. Bedlington provided information on grants he has reviewed and where this would assist in the application process and scoring. Councilmember Huff stated he spoke with the school about partnerships and the school will provide some input on projects they would like to see within the community as well. Councilmember Simmons asked about the metrics and timelines for data in prioritizing the project moving forward. Mr. Bedlington stated there is a rating process with TIB for streets and sidewalks that will assist in prioritizing and searching for funding.

Motion made by Councilmember Ross, Seconded by Councilmember Dahl to adopt Ordinance No. 884 for the Complete Streets Policy.

Voting Yea by roll call vote: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Simmons

### **Public Comment - City Business Only – None**

Councilmember Ross asked for an update on the council vacancy publication for position 5. It was noted it is on the website and could use more visibility to receive applications.

Councilmember Huff read a letter from Joy Iversen regarding her resignation from council.

**Adjourn**

Meeting adjourned at 6:58pm

Motion made by Councilmember Ross, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Simmons