



McCleary Regular City Council Meeting

Wednesday, May 28, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/84752952323>

Meeting ID: **847 5295 2323**

(253) 215-8782

Note, there was an issue with the Zoom video due to temporarily reassigning the host of the meeting. As a result, there is no video available for this meeting and the audio portion does not begin until the Consent Agenda section.

Call to Order/Flag Salute/Roll Call

Councilmember Jacob Simmons

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

Meeting was called to order by Councilmember Brycen Huff, Mayor Pro Tem, at 6:30 pm.

After the flag salute, roll call was taken by City Clerk Treasurer Jamie Vinyard.

PRESENT

Councilmember Jacob Simmons

Councilmember Brycen Huff

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

ABSENT

Mayor Chris Miller

Agenda Modifications/Acceptance

Councilmember Huff, Mayor Pro Tem, asked if there were any Agenda Modifications.

There were none.

Public Comment - Agenda Items Only

1. *Public comment is limited to a maximum of three minutes per person.*

Please refrain from interrupting the speaker. Your comments should be respectful and courteous.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Councilmember Huff, Mayor Pro Tem, read the public comment section.

Please turn off Cell Phones- Thank you

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There were no public comments.

Consent Agenda

2. Claims Approval:

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by councilmember.

i. Approval of checks/vouchers/disbursements numbers 54527 to 54559 including EFT's dated 04/11/25-05/10/25 in the amount of \$212,821.42.

Councilmember Huff, Mayor Pro Tem, asked if there were any questions regarding the Consent Agenda, there were none.

Councilmember Huff, Mayor Pro Tem, requested a motion be made to approve the Consent Agenda.

Motion made by Councilmember Dahl, Seconded by Councilmember Klimek.

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

Motion approved.

3. April 09, 2025 Minutes

4. April 23, 2025 Minutes

Updates

None

New Business

None

Old Business

5. Chip Seal award to Doolittle Construction for the 2025 Roadway Treatment Project; Presented by City Administrator Jon Martin

City Administrator Jon Martin referenced paged 16 of the meeting agenda regarding the bidding on the Chip Seal and spoke on the details.

Councilmember Dahl and Councilmember Schiller had questions regarding the location of the work to be done, prep work, grant amount, cleaning plan, and possible remaining funds to which City Administrator Martin replied to their questions and said that he would follow up with any questions he was unable to currently answer.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve the Chip Seal.

Motion made by Councilmember Simmons, Seconded by Councilmember Dahl.

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

Motion approved.

6. Gray & Osborne Construction Management contract for the 2025 Roadway Treatment Project; Presented by City Administrator Jon Martin

City Administrator Martin confirmed that this item was previously approved, it was added to the agenda for the council to see the final contract.

7. Six Year Transportation Plan; presented by City Administrator Jon Martin

City Administrator Martin presented the Six-Year Transportation Plan to be approved by the Council.

Councilmember Dahl asked if there were a priority for any of the items on the list.

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City Administrator Martin said the priorities were based on what funds could be received for the items via grants.

Further discussion regarding the priorities, needs, funding of items on the plan, and next year's budget possibly being used for items on the plan, continued among the Councilmembers.

Councilmember Dahl asked about grinding from the sidewalk project being used for alleyways to which City Administrator Martin replied he would note the item.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve the TIB Six-Year Transportation Plan.

Motion made by Councilmember Dahl, Seconded by Councilmember Schiller.

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

Motion approved.

Public Comment - City Business Only

8. *Public comment is limited to a maximum of three minutes per person.*

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Councilmember Huff, Mayor Pro Tem, read the public comment section.

Jeff Seeman and Bruce Watts introduced themselves as new reserve officers for the Police Department and provided a brief background on themselves.

Council Comments

Councilmember Simmons asked about the Solar group starting.

City Administrator Martin said that he is asking about availability for the group to meet, to which Councilmember Huff, Mayor Pro Tem provided his availability.

Councilmembers also provided their availability for the next two meetings.

City Administrator Comments

City Administrator Martin stated details about the Maple St. Project which began construction on May 27th and is scheduled to last for 30 working days. There are no road closures anticipated, and the work will be done Monday through Friday starting at 7am. No weekend work will be done.

He then provided information on the status of the State Audits and the findings in the audit which would likely include issues with records retention and purchasing policies.

He also provided details of the IRS Audit of the Water/Sewer 2020 bonds refinance.

Next, he mentioned the L&I Audit regarding a complaint made, and records for the Apprentice Program. Also, the B&O rate that has not been updated since 2012 which will result in quite a bit of additional work as amendments being required.

Councilmember Schiller had specific question regarding the B&O item which City Clerk-Treasurer Vinyard responded to and provided additional details on.

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City Administrator Martin next addressed the issues with the over payments to Century Link that the Administration is currently working to recover. Then he mentioned the Department of Transportation invoices for street sweeping have not been paid for 2020-2024.

He covered the current and upcoming adverse effects of having a shortage of administrative staff will result in due to demands of audits, budget prep, union negotiations, public records request, and union requests.

Lastly, he discussed the classes and seminars that the Administration has attended to assist in streamlining processes and implementing practices for success within the City.

Councilmember Dahl had questions regarding previous data lost, the State Audit, and IRS Audit, the L&I Audit, and the posting of the Deputy City Clerk position to which City Administrator Martin responded.

City Clerk-Treasurer Vinyard mentioned an Employment Security Audit for 2022 payroll that the City has received notification for.

Councilmember Simmons asked City Administrator Martin how the Council can assist the Administration with the issues, to which City Administrator Martin listed a few items.

Adjourn

A motion to adjourn was requested by Councilmember Huff.

Motion made by Councilmember Dahl, Seconded by Councilmember Klimek.

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

Motion approved, meeting adjourned at 7:10pm.

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