



City of McCleary

STAFF REPORT

To:	Mayor Brycen Huff and City Councilmembers
From:	Darrin C. Raines, City Administrator
Date:	August 12, 2026
Department:	City Hall

Action Items

Item 1) Chiller Maintenance Agreement- We have a quote from Daikin for an annual maintenance agreement on the new McCleary WWTP - Daikin AGZ Chiller that was installed at the Wastewater Treatment Plant recently. With this being a specialized piece of operating equipment, Daikin, who is the manufacturer of the Chiller, highly recommends we have an annual service performed on this equipment by Daikin trained staff.

This proposal included in your packet has the pricing included for year 1 at \$5,820, year 2 at \$6,010, and year 3 at \$6,200. Wastewater Treatment Plant Operator Kevin Trehwella will be at this meeting to discuss in more detail why this is an important need.

Item 2) I&I Grant/Loan: At the meeting in July, I discussed the Washington State Department of Ecology Grant/Loan that the City of McCleary has been awarded. I mentioned that we have some existing data that I thought could potentially be useful for us and therefore make this grant/loan unnecessary. However, after speaking with our Engineer at Gray & Osborne, the data we have is 5 to 10 years old and does not provide enough current data that Department of Ecology would accept for us to become eligible for future grant funding to implement system improvements.

As a result of this new information, I request approval of the following description. This is a 100% loan of which 50% is forgivable upon completion of the Inflow & Infiltration Study of the Sanitary Sewer System. The total amount of the grant/loan is \$130,000, with \$65,000 being a loan, and \$65,000 being a grant.

Julie has completed an impact calculation to our rate payers annually and monthly. The impact on each rate payer for the City's annual \$4,002.38 payment is as follows:

Annual Cost per Account \$4.70
Monthly Cost per Account \$0.39

We will need Council Action on the DOE Agreement No. WQC-2026-Mcclea-00248 at this meeting to move forward.

Item 3) Well No.3 Remote-IO Upgrade- Back in May, we experienced communication glitches at Well #3 and are having an ongoing issue. Every single glitch causes us to lose roughly 54,000 gallons or 7,219 cu ft of water. The event we had in early May happened again this past Tuesday evening.

As a result of this, I asked Utilities Manager Kevin Trehwella to investigate 2 potential remedies to prevent these costly occurrences. Kevin has provided a quote from TSI Technical Systems Inc., for \$11,552.11. This quote would provide the following:

Well No. 3 Controls Upgrade:

- This work includes replacing the existing wireless IO system with a new Remote-IO system connected by fiber optic cable to the existing Well No. 2 PLC including:
- Supply RIO hardware and associated equipment:
- Schnieder Electric – Modicon Edge I/O system
- Network interface module (Ethernet)
- Power supply and base module
- Discrete input module, 16-pt, 24VDC
- Discrete output module, 8-pt, 24VDC
- Analog input module, 4-pt
- Wiring, terminals, labels, etc. as required for Well No. 3 control panel wiring modifications.
- Updated wiring diagrams and layout drawings for control panel modifications.
- Programming modifications to existing PLC.
- Onsite installation, configuration, and testing of the RIO hardware.

The complete quote is included in your packet, and Kevin will be available at this meeting to answer any questions you may have. This is an item we would need Council Action on to proceed forward.

For Information Only

Item 1) Building Code Compliance On-Call Full Services: As you are aware, we currently have a temporary agreement with the City of Elma to use their Building Official for plan review, inspections, code compliance, and community development needs. As we continue to get busier with current and future planning and potential growth, we need to have someone available more often than the City of Elma can allow Bradley to help us as they are extremely busy and have been **very generous** in allowing us to use him more than was originally planned. **Thank you, City of Elma, for your assistance!**

In conversations with Bradley, his private company PNW Community Development Consultants LLC has submitted a proposal and scope of services to provide the City of McCleary with plan review, inspection services, planning and permit services, and other Community Development needs as requested by the City of McCleary.

Attached are the proposal and draft contract for your information. This will be placed on the next agenda for consideration.

Item 2) Utility Projects: Our Utility Manager Kevin Trehwella and Public Works Maintenance Foreman Cory Marsh have been preparing for some upcoming utility improvement projects such as Fire Hydrant replacements and Watermain replacements. Some of these projects will begin in the next 2 weeks.

Another project Kevin has been working on is reviewing water system filtration options that will help resolve customer complaints concerning taste and odor. Our intention is to bring a proposal forward for discussion at this meeting and then have it on a future agenda for consideration.

Item 3) Beerbower Park Renovation Update: We received notice today, 8/6, that we should be receiving the report from NW Heritage Consultants for the Cultural Resources Study early next week. As soon as this is complete, we will be able to begin park renovations.

Item 4) The Ranch at Camp Creek Annexation- Yesterday August 5th, the Grays Harbor County Boundary Review Board held a Public Hearing to take testimony concerning the annexation of “The Ranch at Camp Creek” also known as the Studer Property. The Boundary Review Board approved the annexation; the next step will be them holding a meeting to formally approve the annexation resolution in early September.

Item 5) National Night Out- I would like to thank our McCleary Fire Department and Officer Adam Moutafts with our Police Department for their outstanding efforts in community outreach during the National Night Out event on August 5th. You all did an outstanding job and appreciate your efforts. Well done!

Respectfully,

Darrin C. Raines
City Administrator