



# McCleary Regular City Council Meeting

Wednesday, November 19, 2025 – 6:30 PM

Community Center & Zoom Meeting

## Minutes

### Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=87016720055>

Meeting ID: 787 855 3789

(253) 215-8782

Meeting was called to order by Councilmember Brycen Huff, Mayor Pro Tem, at 6:30pm, roll call was taken by City Clerk Treasurer Jamie Vinyard.

### PRESENT

Councilmember Jacob Simmons

Councilmember Brent Schiller

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Andrea Dahl (online)

### ABSENT

Mayor Chris Miller

Councilmember Keith Klimek

Motion made by Councilmember Dahl to excuse Councilmember Klimek, which was seconded by Councilmember Simmons.

Voting Yea: Councilmember Simmons, Councilmember Huff, Mayor Pro Tem, Councilmember Schiller, Councilmember Dahl

Motion is approved.

### Agenda Modifications/Acceptance

Motion made by Councilmember Dahl to accept the Agenda, which was seconded by Councilmember Simmons.

Voting Yea: Councilmember Simmons, Councilmember Huff, Mayor Pro Tem, Councilmember Schiller, Councilmember Dahl

Motion is approved.

### Announcement

#### 1. Planning Commission; seats open

Councilmember Huff, Mayor Pro Tem, announced that there are five open seats on the Planning Commission. If anyone is interested, they are to submit a letter of interest to City Clerk Treasurer Vinyard at City Hall and that additional information is available on the City Hall website.

Paul Nott, City employee asked if city employees were allowed to be on the commission.

Councilmember Huff, Mayor Pro Tem, and City Administrator both said likely not. Councilmember Huff, Mayor Pro Tem, said he would double check.

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A person in the audience asked if you had to live within the City limits, to which Councilmember Huff, Mayor Pro Tem, responded that residents within a mile radius of the city limit would be allowed to be on the commission.

#### **Public Comment - Agenda Items Only**

2. 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. 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 notice.

There were no public comments.

#### **Consent Agenda**

3. Claims Agenda

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 a Councilmember.

- i. Approval of checks/vouchers/disbursements numbers 55180 to 55217 including EFT's dated 11/01/25-11/14/25 in the amount of \$81,380.40

Councilmember Huff, Mayor Pro Tem, read the Consent Agenda.

Motion made by Councilmember Dahl to approve the Consent Agenda, which was seconded by Councilmember Schiller.

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

Motion is approved.

#### **Updates**

4. Change of government

Councilmember Huff, Mayor Pro Tem, stated that himself and Councilmember Klimek is on that committee, and they have not yet met. He said that a town hall meeting is being considered which would be scheduled after the completion of the 2026 Budget, with consideration that the deadline to submit for the February ballot is December 10th.

He asked that it be kept in mind that if the change of government does pass, it's going to cost the City a substantial amount of money. The source of the funds needed was brought up in the 2026 Budget workshop and there were no answers due to the budget being very tight.

Councilmember Huff, Mayor Pro Tem, discussed the option of updating or changing current City ordinances or policies to limit the ability of the Mayor to make decisions. He stated that this would be more cost effective. He wanted to know if the Council would consider this option as opposed to a change in government.

Councilmember Schiller asked what is the substantial amount that the change of government would cost?

Councilmember Huff, Mayor Pro Tem, referenced the cost of hiring different positions as a result of the change of government.

City Clerk Treasurer Vinyard said that she recalled an amount being around \$20K.

City Attorney Pleasant replied that it would depend on the number of hours are actually needed to review and make updates. She said that she could attempt to get an estimated number on the cost.

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Councilmember Schiller asked if there was another budget workshop scheduled. To which City Clerk Treasurer Vinyard replied that there is not.

Councilmember Huff, Mayor Pro Tem, said that another budget workshop is needed, prior to the next council meeting on December 3rd.

Councilmember Simmons asked what the next window was for the change of government.

City Attorney Pleasant replied that it would be in June, which would move the deadline to sometime in February or March.

Councilmember Simmons discussed the possibility of pushing the date to the next available date after December 10 as he is still interested in pursuing the change of government.

Councilmember Dahl added that she thought time could be taken to revise ordinances that are affected. However, she feels that something needs to be done.

The Council said they agreed to push past the December deadline for the next deadline in order to have more time to work on this item.

### **New Business**

5. Ordinance 2025 Budget Amendment #2; first read no action.

Councilmember Huff, Mayor Pro Tem, read the updates that the CPA noted in the amendment, for Ordinance 897.

6. Budget Ordinance; first read no action.

City Clerk Treasurer confirmed that this ordinance was for the 2026 Budget and has been assigned number 898.

### **Old Business**

7. South 3rd Street project; a discussion.

Councilmember Huff, Mayor Pro Tem, discussed if the city plans to move forward with the project there could possibly be old drums under the street that need to be cleaned up and part of the bridge from Sam's canal may be under the lower part.

He asked if the City was to move ahead with the project, is there money to put the utilities underground, similar to the upper part of 3rd Street.

City Administrator Jon Martin gave an update for the bid openings, bids were submitted by three companies that have all done work for the City. When reviewing the initial grant, there is \$100K available for the cost of putting utilities underground. The grant is for a road project which covers if power has to be moved. There would be a potential for revenue as Comcast could be charged for underground use. All companies have experience in getting grants, so there could potentially be additional grants for costs.

The City is working with WADOT and prior to making any decisions, interviews with each company would need to be done. The next step would be to make a decision if they were not going to move forward with the project. The overall expected match would be \$350K over a three-year period. He said that a match could also be done as City labor.

Councilmember Dahl asked and City Administrator Martin verified that if the engineering was done, but the project not built, the City would only be responsible for their match portion only, not the amount of the grant.

City Administrator Martin said the plan is to have 95% of the design completed by the spring of this year with construction beginning in 2027. He said the federal funds that are in the grant is \$2.2 million dollars.

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He responded to Councilmember Dahl that if there were contaminants found that were mentioned earlier by Councilmember Huff, Mayor Pro Tem, there would be other grants available to assist with the costs.

8. Updating the Comp Plan to add zoning; a discussion.

Councilmember Dahl said that they met with Rognlin's who discussed their vision for the property. She said the Comp Plan would probably need to be amended.

(More discussion was had that was not clear due to sound issues in the recording, it may have been in regard to the cost of the amendment.)

To which City Administrator Martin said that there could be grants for this cost and that the City needs to start talking about fees for development so that the City doesn't take on the cost, the developer should. He feels that planning dollars should be set aside for this purpose.

Councilmember Huff, Mayor Pro Tem, said that Rognlin's would be interested in attending a council meeting in January to do a workshop to share with the Council what their vision is for that property.

9. Stella-Jones Pole Bid; asking for approval.

City Administrator Martin said that only one bid was received for the poles, which was from Stella-Jones. The cost of the poles is for \$51,453. He said that poles were purchased from them last year for \$86,314, likely for a different quantity.

If the amount is approved by Council it will come from fund 401, which has \$169,819 available.

Councilmember Dahl asked how much the unit cost was per pole, to which Paul Notts, Light & Power supervisor said that he could get that information. She then asked if the purchase was for a project or inventory to which Paul Nott replied that they were to have on hand as inventory.

Motion made by Councilmember Dahl to approve the pole purchase, which was seconded by Councilmember Schiller.

Voting Yea: Councilmember Simmons, Councilmember Huff, Mayor Pro Tem, Councilmember Schiller, Councilmember Dahl

Motion is approved.

## **Public Hearing**

10. Discussion of Preliminary 2026 Budget

Councilmember Schiller spoke his thoughts on the preliminary budget.

The different iterations of the preliminary budget were discussed to which City Administrator Martin verified the correct preliminary budget, confirming that the correct preliminary budget at the present meeting appears tonight's Agenda packet.

City Clerk Treasurer pointed out which modifications were made between the previous preliminary budget to the now corrected preliminary budget.

Councilmember Huff, Mayor Pro Tem, addressed the lack of business licensing in the City and researched he had done on amounts that are charged in other areas for business licenses. He said that he would like to see that portion of the Mayor's proposed budget moved over to the current preliminary budget.

(The audio on the video cut out for a few minutes, comments were not heard during this time).

Councilmember Simmons asked if there were line items for the budget expenditures.

City Administrator Martin and City Clerk Treasurer said they could provide these details.

Councilmember Schiller asked if the City had plans for approximately \$500K that are in different funds for equipment.

Councilmember Dahl asked if the structure of the cost allocation was mandated by law.

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City Clerk Treasurer Vinyard replied, but the sound went out and the reply was not heard.

Councilmember Dahl asked if it would be possible to restructure the cost allocation temporarily. To which City Administrator Martin said that the cost allocation is based on the departments revenues and expenses.

Councilmember Huff, Mayor Pro Tem, asked if there were any further conversations on water line replacements. City Administrator said that his research shows that the supplies were purchased however because engineering was not done, the work was not done. He estimated the cost of engineering would be about \$7K.

Councilmember Huff, Mayor Pro Tem said he felt that with one million dollars being available in the water fund, the \$7K should be spent. Additional discussion was had regarding materials for the project.

Councilmember Huff, Mayor Pro Tem, noted that the preliminary budget contains few items but felt that it was meeting the needs of the City.

Councilmember Simmons asked about rate increases.

The Council decided to schedule an additional 2026 Budget workshop, once the CPA's availability is confirmed.

### **Ordinances and Resolutions**

11. Property Tax Ordinance; second read and adoption.

Councilmember Huff, Mayor Pro Tem, read the Property Tax Ordinance.

The Council asked for clarification regarding banking the amount.

City Clerk Treasurer said the ordinance needs to be passed or the increase can be declined.

City Administrator Martin provided additional details.

Motion made by Councilmember Simmons to withdraw the increase in Ordinance 896, seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Mayor Pro Tem, Councilmember Schiller, Councilmember Dahl

Motion is approved.

### **Council Comments**

Councilmember Huff, Mayor Pro Tem, wished everyone Happy Thanksgiving.

### **City Administrator Comments**

City Administrator Martin said that the City is working through grants and the budget. Regarding the "Critical Area Ordinance" that is required for a stormwater grant and was discussed at a previous meeting, the City has done enough to get through the grant process and provide additional time to update the "Critical Area Ordinance".

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Councilmember Huff, Mayor Pro Tem, read the Public Comment.

Teri Franklin, said that tanks were removed at the Transit Station. She asked if anyone has talked to the Dept. of Health about the water prior to the annexation.

### **Executive Session**

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13. Per RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations.

Executive session called at 7:24 pm to last 15minutes. An additional 15 minutes were added to the Executive session which convened at 7:55pm with no action taken.

### **Adjourn**

The meeting was adjourned at 7:56pm.

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