



MEETING MINUTES FOR BUDGET WORKSHOP AND REGULAR COUNCIL MEETING

Fire Hall - 111 D Street

October 15th, 2025 at 6:00 PM

WORKSHOP

Tara Dunford, CPA, presented the full 2026 Preliminary Budget

FLAG SALUTE - PLEDGE OF ALLEGIANCE

CALL TO ORDER - ROLL CALL

Mayor Springer calls the meeting to order; Clerk Grove takes Roll Call.

PRESENT: Councilmember Kim Skinner, Councilmember Jeremy Winn (via Zoom), Councilmember Mark Collett, Councilmember Sue Darcy, Councilmember Justin Spargo

APPROVAL OF AGENDA

Councilmember Skinner motioned to approve the agenda; Councilmember Collett seconded.

Motion passed unanimously.

CONSENT AGENDA

Councilmember Skinner motioned to approve the consent agenda; Councilmember Darcy seconded.

Motion passed unanimously.

COUNCIL COMMENTS

No comments.

COMMITTEE REPORTS

Auditing – Councilmember Darcy reports she looked over vouchers, as Councilmember Skinner was out ill, there was no meeting. Plans to get together sometime later this month.

Finance – No report.

Parks – Councilmember Spargo reports trying to get things squared away before the bad weather hits. The park equipment at Cosi Lions Park is still being worked on to be disassembled as it has been damaged and is taped off. Plans to look into grants to get this replaced this summer.

Public Safety – Councilmember Collett reports they had a meeting on Monday, discussed the contract with Aberdeen at this time and what the future will look like. Councilmember Skinner adds they discussed the bunker gear issue as well, and waiting on the ambulance and other rig to be added to surplus.

Public Works – Councilmember Darcy reports the Dam is closed and fish ladder has been cleaned. The GHC picked up the backhoe to do repairs on that for Public Works. We have a mutual agreement with Grays Harbor County for dumping; Donnie has been working with them to dump after street sweeping which has been a big help. Service member flags will be coming down, and Holiday stars will be going up, thank you to Five Star for allowing us to use their lift truck. Reminder to citizens that leaves are falling, try to keep the outside drains clear to avoid flooding.

CITY OFFICIAL REPORTS

Clerk– Clerk Grove reports Tara Dunford, CPA is keeping us on track with budget season.

Police Chief Report – Chief Layman reports 63 calls for service, including a death investigation, hit & run, several fire assists, serious assault, drug overdose, complaints, suspicious persons. Everything else was handled with Aberdeen through our after-hours contract. Lt. Weiss adds Aberdeen has had 138 calls for service so far this year in Cosmopolis.

Fire Chief Report – Chief Layman reads Chief Cokers report as he was out on a call, Cosmopolis Fire Dept had 24 calls for service since the last council meeting. CFD has been awarded an \$82,285.71 FEMA grant to purchase new bunker gear; accepting this grant would help improve our firefighter's safety and allow us to upgrade safety equipment in the department as well. Proud of the hard work shown at a serious vehicle fire call last month, the crew had water flowing on the fire in about 30 seconds. Fire was attacked quickly and efficiently. Chief adds it was very impressive to watch their speedy response.

Building Inspector – Bill Sidor reports the Rivers Edge project is moving along. Not many permits have been issued as things are slowing down because of the season. We've been working on a change in the proposed permit fees for water, which will be presented in New Business.

MAYOR'S REPORT – Mayor Springers reports Surplus Property 1312 First Street had 3 proposed listings; we selected Premier Realty based on the price they felt they can list the property for. Reminder there will be 2 council meetings again next month, November 5th and November 19th as we are in budget season. Tomorrow is the Great Shake Out! At 10:16 the Tsunami Sirens will be alarming, as they do every year for this drill. It's a great time to think about emergency readiness.

NEW BUSINESS DISCUSSION

- 1. Public Hearing on Revenue Sources** – Public hearing opened at 7:15PM. Tara Dunford, CPA, informs this was discussed at the last meeting. The projected revenue estimates for 2026 for the General Fund. Required as a preliminary step before increasing property tax if passed by Council. Public Hearing Closed at 7:18PM.
- 2. First Reading of Ordinance 1400 – Budget Amendment #1 2025** – Tara Dunford, CPA, did the first reading of the Budget Amendment #1 2025. This would include 2 separate expenditure increases to the General Fund, an expenditure increase in Makarenko Park Fund, and an expenditure increase to the Street Fund.

3. **2026 Preliminary Budget** – This was covered in the workshop. This will be discussed at both meetings next month as well.
4. **FEMA Grant for Fire Department Bunker Gear** – Councilmember Skinner gave further information into this, as it has been in the works for 2 years. Matching funds would be \$4,114.29, that was already budgeted in the 2025 budget.
5. **Resolution 2025-14 Establishing Water & Sewer connection fees for Rivers Edge Waterfront Townhomes** – Bill Sidor, Building Inspector, presents how he came up with these proposed fees based on previous fees with similar projects. Councilmember Darcy was curious on not increasing the sewer fee – Bill explained because it is the same size pipe for connection.
6. **Proposed increase to Plumbing Permit Fees** – Bill Sidor, Building Inspector, presents the proposed increase for Plumbing Permit Fees. He based these numbers off other cities increases throughout the years to stay comparable and believes our current rates were set by the IPC in the 90's.

PUBLIC COMMENTS – Kellie Daniels with Rivers Edge Waterfront Townhomes project gives information she found regarding Water & Sewer Tap Charges and Inspection fees.

NEW BUSINESS

1. **Vote to approve acceptance of the FEMA Grant for CFD Bunker Gear** – Councilmember Collet motions to approve the acceptance of the FEMA Grant for the CFD, Councilmember Skinner seconded.
Motion passed unanimously.
2. **Vote to approve Resolution 2025-14** – Councilmember Spargo asks Bill Sidor if this needs to be tabled before moving forward so he can gather more information based on public comments. Discussion into this amongst Council and clarification by City Attorney. Councilmember Spargo motions to table; Councilmember Skinner seconded.
Vote tabled until next meeting.

PUBLIC COMMENTS – Kellie Daniels with Rivers Edge Waterfront Townhomes project adds she just wants to make sure the city gets paid the correct fees regarding this project. Gives special thanks to Councilmember Spargo for his help, Donnie Fowler with PW and Building Inspector, Bill Sidor as they have been great to work with.

COUNCIL COMMENTS – Councilmember Skinner comments about the fruit trees all over town being full, plenty of wildlife are out at this time of year so make sure to keep an eye on your animals at home as we have bears and large coyotes. Also encourages citizens to keep property cleaned up of discarded food/fish carcasses for safety reasons. Councilmember Skinner also informs Council that a desk has been put in the office in the old City Hall building for “Council Chambers”. For use by Council to do paperwork, or research into whatever they are working on.

Councilmember Darcy comments on curiosity about the matching funds for the FEMA Grant and which fund it will come from. Mayor Springer suggests reaching out to Tara Dunford, CPA, for clarification on this.

Councilmember Collett motioned to Adjourn the meeting; Councilmember Darcy seconded. Meeting adjourned at 7:50PM.