



## **MEETING MINUTES FOR WORKSHOP AND REGULAR COUNCIL MEETING**

**Fire Hall - 111 D Street  
April 16, 2025 at 6:00 PM**

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### **WORKSHOP**

Kayla Dunlap with Port of Grays Harbor gave a presentation.

### **FLAG SALUTE - PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER - ROLL CALL**

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

PRESENT: Councilmember Kim Skinner, Councilmember Jeremy Winn, Councilmember Justin Spargo, Councilmember Mark Collett, Councilmember Sue Darcy.

### **APPROVAL OF AGENDA**

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

Motion passed unanimously.

### **CONSENT AGENDA**

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

Motion passed unanimously.

### **COUNCIL COMMENTS**

No comments.

### **COMMITTEE REPORTS**

**Auditing** – Both Councilmember Darcy and Councilmember Skinner did not make it in to review vouchers yet.

**Finance** – No report.

**Parks** – Councilmember Spargo states no meeting and no report this month.

**Public Safety** – Councilmember Collett states no meeting and no report as well this month.

**Public Works** – Councilmember Darcy states no meeting and no report.

## **CITY OFFICIAL REPORTS**

**Clerk/Treasurer** – Clerk Barr reported we are getting ready to start the move into the new Municipal Building and Police Department. Quarter end reports are being completed.

**Police Chief Report** – Chief Layman is absent, Councilmember Skinner reads his report. Cosmopolis had 101 incidents since the last meeting, progress has been made with the graffiti incidents and charges have been filed in juvenile court. The open house for the new building was a success and everyone will be in the process of getting moved over the coming weeks.

**Fire Chief Report** – Chief Falley reports he is working on multiple grants. Four individuals are in EMT class, and one passed exams and will be certified by the State shortly. There are three also in fire academy currently.

**Building Inspector** – Bill Sidor reports a lot of projects happening. Pape project is still on hold until June, and the Cosmopolis School Project will be starting in May. The new manufactured home will be going in on Distler. Daniels' property is coming along as well with plans for up to 4 townhouses, should have more to report next month.

**MAYOR'S REPORT** – Mayor Springer informs citizens City Hall will be closed starting April 21<sup>st</sup> – April 25th to begin the move to the new building, payments can still be made online or through drop-box at City Hall. If assistance is needed through PW during the move, contact them. Signs near the bridge at the end of town, we are in contact with WSDOT because this bump has shifted which has created danger especially for motorcycles. This will be smoothed out. Earth Day is Tuesday; Grays Harbor College will be here to help clean up Mill Creek Park. Citizens are welcome to help, will need a completed volunteer form. Negotiations are still ongoing with Aberdeen for our Sewer. Any questions on this matter please reach out. Special thanks to Bill Newman and Ken Cummings for their service to the Planning Commission for many years, they were a vital part and are appreciated. Regular monthly meetings for Planning Commission begin in May. Community Water Systems are now monitoring our water, and they have recently conducted multiple water leak detection tests. One event coming up is the Annual Easter Egg hunt at Cosmopolis Lions Club Park this Sunday at 11am.

## **NEW BUSINESS DISCUSSION**

1. Councilmember Skinner gives information on the Second Amendment to the Law Enforcement Interlocal Agreement with Aberdeen. This will be another 6-month agreement if voted in tonight.
2. Councilmember Skinner presents proposals to purchase a used equipped ambulance from the city of Hoquiam. Funding is available for this purchase; this was already budgeted. Chief Falley adds this purchase will replace our other ambulance which will be surplus.
3. Clerk Barr presents changes to Animal License Fees Resolution 2025-010.
4. Clerk Barr presents changes to Cemetery Fees Resolution 2025-11.
5. Building Inspector Bill Sidor presents Intent for Annexation of 921 S West Blvd into Cosmopolis.

6. Councilmember Winn presents proposal on changes of verbiage on Ordinance 18.60 for Fences, Walls, and Hedges. This will not be voted on tonight.

7. Councilmember Winn presents ideas on new ordinance on Planting Tree or Shrub on right-of-way or parking strip. Currently there is no ordinance on this matter but there is potential for new guidelines.

8. Councilmember Skinner speaks on creating Engine Company #1 lease agreement.

**PUBLIC COMMENTS** – One citizen questioned if the new ambulance would be able to transport. Chief Falley explained the process of getting a transporter license that will happen once we purchase new ambulance if approved tonight.

## **NEW BUSINESS – COUNCIL ACTION**

1. Councilmember Skinner motioned to approve the Second Amendment to the Law Enforcement Interlocal Agreement with Aberdeen, Councilmember Collett seconded.

Motion passed unanimously.

2. Councilmember Collett motioned to approve Proposal to purchase used ambulance through City of Hoquiam, Councilmember Skinner seconded.

Discussion: Councilmember Darcy was curious about the insurance process for this ambulance. Councilmember Winn wondering on potential amount of surplus for current ambulance if the purchase moves forward tonight. Councilmember Spargo asking about years and mileage on both ambulances.

Motion passed unanimously.

3. Councilmember Spargo motioned to approve changes to Animal License Fees Resolution 2025-010. Councilmember Darcy seconded.

Motion passed unanimously.

4. Councilmember Spargo motioned to approve changes to Cemetery Fees Resolution 2025-11. Councilmember Darcy seconded.

Discussion: Councilmember Darcy brings up limited space available at Cemetery, and if these should only be available to citizens of Cosmopolis. Mayor Springer informs citizens we do have limited space and this is something that needs further discussion.

Motion passed unanimously.

5. Councilmember Collett motioned to approve Petition to move on Annexation of 921 S West Blvd into Cosmopolis. Councilmember Spargo seconded.

Motion passed unanimously.

6. Councilmember Skinner motioned to approve to move forward on creating a lease agreement on Engine Company #1. Councilmember Winn seconded.

Discussion: Councilmember Spargo recuses himself from this vote. Councilmember Darcy asks if the draft shown is what the actual lease will look like. Mayor Springer gives more information on this. Councilmember Winn asks what the process will be if benchmarks are not met.

Motion passed unanimously.

**PUBLIC COMMENTS – No comments.**

**COUNCIL COMMENTS** – Councilmember Skinner comments on potential ordinance changes for hedges and shrubs and the possibility of conflict if certain changes do happen. Skinner also comments on Engine Company #1 and the history being well known.

Councilmember Winn thanks Mayor Springer and staff for putting together the Volunteer form.

Councilmember Darcy comments on potential new ordinance guidelines for trees because there are multiple planted trees that have damaged roads and sidewalks. Something worth looking into. Councilmember Winn adds this is an open invitation for ideas and opinions on this matter.

Councilmember Collett comments he likes the draft attached with the agenda paperwork for Engine Company #1.

Clerk Barr wanted to add information on the Volunteer form and what information is reported to L&I.

Councilmember Collett motioned to Adjourn the meeting; Councilmember Darcy seconded. Meeting adjourned at 8:18 PM.