



REGULAR COUNCIL AGENDA

Fire Hall - 111 D Street

May 21, 2025, at 7:00 PM

Regular Council Meeting 7:00 PM

1. FLAG SALUTE - PLEDGE OF ALLEGIANCE

2. CALL TO ORDER - ROLL CALL

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

A. Claims Vouchers

B. Meeting Minutes – April 16, 2025

5. COUNCIL COMMENTS

6. COMMITTEE REPORTS

A. Auditing

B. Finance

C. Parks

D. Public Safety

E. Public Works

7. CITY OFFICIAL REPORTS

A. Clerk/Treasurer

B. Police Chief Report

C. Fire Chief Report

D. Building Inspector

8. MAYOR'S REPORT

9. NEW BUSINESS – DISCUSSION

1. Fire Department Surplus Vehicles - Councilmember Skinner
2. Police Department Surplus Vehicles - Councilmember Skinner
3. Ordinances 1360, 1361, 1362 request to repeal – Councilmember Darcy
4. Request to update CMC 13.32.050 to remove the use of Lead Pipe – Building Inspector Sidor

10. PUBLIC COMMENTS – Limited to subjects on the agenda

11. NEW BUSINESS – COUNCIL ACTION

1. Vote to Approve Fire Department Surplus Vehicles
2. Vote to Approve Police Department Surplus Vehicles
3. Vote to move forward on Repealing Ordinances 1360, 1361, 1362
4. Vote to move forward to update CMC 13.32.050 to remove the use of Lead Pipe

12. PUBLIC COMMENTS

13. COUNCIL COMMENTS

*Public comments may be made in-person during the meeting. If unable to attend, please submit comments **to mayor@cosmopolisva.gov** by noon on the meeting day.*

If you are unable to attend the meeting in person, you may join with the following Zoom Information

Webinar ID: 876 5149 7924 Passcode: 299704

Phone: (253) 215-8782

<https://us02web.zoom.us/j/87651497924?pwd=DoKa8LXPokRLZklTx8BdQp5ApycVLA.1>



MEETING MINUTES FOR WORKSHOP AND REGULAR COUNCIL MEETING

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

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 21st – 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.



COSMOPOLIS POLICE DEPARTMENT

PO Box 478 / 1312 First Street Cosmopolis, WA. 98537
Heath Layman, *Chief of Police*

City Council Meeting 05/21/2025

Cosmopolis Police had 245 incidents since the last report (04/08/2025) to 05/16/2025.

See APD report re number of incidents that APD handled during "afterhours".

We have completed moving into our new municipal building. Thank you again to all that supported us in this venture, especially the team at our Cosmopolis Volunteer Fire Department and Jeremy Grove.

Thank you to Home Depot for the donation of a refrigerator/freezer for our evidence room that allows us to safely handle and secure sensitive evidence items. The support from our community and local businesses has been very encouraging.

Respectfully,

A handwritten signature in black ink, appearing to read "H. Layman".

Chief Layman

"A Community Partnership"

SURPLUS VEHICLE REQUEST

1997 Ford E-Superduty Ambulance

Life-Line body Type III Class 1

SN#83697SD

VIN#: 1FDLE40F3VHB65734

WA License 76127D

MILEAGE: 119,326

Approx: \$4,000



2005 Chevrolet Tahoe

4-Door Passenger Vehicle

VIN#: 1GNEK13Z55J227970

WA License 53555D

Mileage 326,000

Approx \$2,000



SURPLUS VEHICLE REQUEST

SILVER 2014 FORD TAURUS

4-door passenger car

1FAHP2MT0EG124482

WA LICENSE 71945D

Mileage 118,000

Approx. \$6,000 value



SILVER 2014 FORD TAURUS

4-DOOR PASSENGER CAR

1FAHP2MT9EG159716

WA LICENSE 71981D

Mileage 126,000

Approx. \$6,000 value



BLUE 2011 FORD CROWN VICTORIA

4-DOOR PASSENGER CAR

2FABP7BV8BX147019

WA LICENSE 77710D

Mileage 79,868

Approx. \$5,000 value



Presented by Councilmember Darcy

Vote/discuss to repeal/dismiss Ord 1360 that created Ch.2.30 Land Use Hearing Examiner. This position was to separate the land use regulatory function from the land use planning process. Decisions such as rezone applications, variance permits, conditional use permits and plat vacations. Applications normally presented to the Planning Commission and the Board of Adjustments. It would be a hired position, paid for by application fees.

2) Vote/discuss to repeal/dismiss Ord 1361 that removed the Planning Commission to hear Conditional Use Permit requests and replaced this duty with a Land Use Hearing Examiner. There needs to be a return of Ch.18.77 Conditional Use Permits, as originally written, the Planning Commission is to receive and hear applications for conditional use permits.

3) Vote/discuss to repeal/dismiss Ord 1362 that abolished the Board of Adjustments under Ch.18.76. This chapter, now titled Variances, was amended in its entirety to replace the Board of Adjustments with the Land Use Hearing Examiner to hear and decide applications for variances. There needs to be a return of Ch.18.76, as originally stated, reinstating the Board of Adjustments

These actions took place on May 19, 2021. However, for consideration are that the city has been functioning as though these ordinances never took place. The current Mayor has assigned new members to the Board of Adjustments and the Planning Commission, as had the past administration. Additionally, this adds considerable expense to citizens wanting a conditional use or variance hearing as these would need to go before a hearings examiner as the ordinances are currently written. Keeping these functions in the Planning Commission and Board of Adjustments allows more citizen involvement in the planning and development of the City.

13.32.050 Service pipe—Stop and waste valve required— Materials.

Every service pipe shall be provided with a stop and waste valve for each consumer, easily accessible and placed inside the foundation wall beyond damage from frost and so situated that the water can be conveniently shut off and drained from the pipes. All water pipes in the building shall be so arranged as to drain toward the stop and waste valve or drain valves so placed for that purpose. All water pipes shall be of galvanized iron, copper, brass, **lead**, or plastic. All service pipes inside property lines shall hereafter be laid to a depth of eighteen inches below the surface of the ground. All water pipes laid inside the property line on any premises shall be left exposed in the trench until inspected by the water superintendent, and when they have passed inspection and have been approved, the pipes shall be properly covered by the property owners.

(Prior code § 14.01.12).