



REGULAR COUNCIL AGENDA

Council Chambers – 1300 First Street

December 06, 2023 at 6:30 PM

1. 6:30 p.m. - Budget Workshop
2. FLAG SALUTE - PLEDGE OF ALLEGIANCE
3. CALL TO ORDER - ROLL CALL
4. APPROVAL OF AGENDA
5. PUBLIC COMMENTS
6. CONSENT AGENDA
 - A. Claims Vouchers
 - B. Meeting Minutes - November 15, 2023 Workshop and Council Meeting
7. COMMITTEE REPORTS
8. CITY OFFICIAL REPORTS
 - A. Police Chief Report
 - B. City Administrator Council Report
9. MAYOR'S REPORT
10. NEW BUSINESS
 - A. Long Beach PD Memorandum of Understanding
11. COUNCIL COMMENTS
12. PUBLIC COMMENTS

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

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

Webinar ID: 873 0732 5549
Passcode: 972195
Phone Number: (253) 215-8782



REGULAR COUNCIL MINUTES

Council Chambers – 1300 First Street

November 15, 2023 at 6:00 PM

6 P.M. WORKSHOP - 2024 REVENUES

Finance Director Pope, City Administrator Raines, and Mayor Pauley went over the projected revenues for 2024.

CALL TO ORDER - ROLL CALL

PRESENT: Councilmember Candice Makos, Councilmember Stana Carlisle, Councilmember Jim Ancich

ABSENT: Councilmember Raymond Robinson

Motion made by Councilmember Carlisle to excuse Councilmember Robinson, Seconded by Councilmember Makos. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

APPROVAL OF AGENDA

Motion made by Councilmember Ancich to approve the agenda, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

PRESENTATION - LYNETTE BUFFINGTON, GREATER GRAYS HARBOR

Lynette Buffington gave a presentation to showcase what Greater Grays Harbor has done in 2023

PUBLIC HEARING - 2024 REVENUE BUDGET & PROPERTY TAXES

Motion made by Councilmember Carlisle to open the public hearing, Seconded by Councilmember Ancich. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

There were no public comments.

Motion made by Councilmember Carlisle to close the public hearing, Seconded by Councilmember Ancich. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

PUBLIC COMMENTS

Ashley Arcangel - She sent in an email comment asking the need for additional funding in 2024 and stated the Greater Grays Harbor contract and the landscaping contract could pay for an additional person in public works.

CONSENT AGENDA

Motion made by Councilmember Ancich to approve the consent agenda, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

COMMITTEE REPORTS

Public Works - Councilmember Ancich stated they met prior to tonight's meeting. They discussed the public works budget and the landscaping contract.

CITY OFFICIAL REPORTS

City Administrator - We received a \$100,000 parks deferred maintenance grant from RCO should have the agreement before the Council at the next meeting. The new building is on schedule and one budget.

Administrator Raines asked permission for the mayor to sign the agreement for a grant not to exceed \$400,000 grant from RCO for a Comprehensive Stormwater Management Plan and Rate Study. This grant is for Aberdeen, Hoquiam, and Cosmopolis.

Motion made by Councilmember Carlisle to approve the mayor signing the agreement, Seconded by Councilmember Ancich.

Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

Finance Director - Director Pope stated that our insurance is going up 13.44% which is less than was predicted. There will be a budget workshop at the next meeting.

Police Chief - Chief Layman acknowledged Reserve Officer Adam Johnson and Officer Nick Bailey for acquiring three sets of tires and wheels for our vehicles. December 2, 2023 will Shop with a Cop.

Chief Layman requested permission to apply for a grant to receive a radar unit.

Motion made by Councilmember Ancich to approve applying for a grant for a radar unit, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

Chief Layman requested a permission to apply for a grant for Body cams.

Motion made by Councilmember Carlisle to grant permission to apply for a Body Cam grant, Seconded by Councilmember Ancich.

Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

Fire Chief - Chief Falley stated they are working on updating the Hazard Mitigation Plan and an interlocal agreement with Aberdeen, Hoquiam, and Fire District 2. It will be a couple of months before they hear about the DNR surplus engine.

Chief Falley requested permission to apply for a FEMA grant to acquire new turnout gear.

Motion made by Councilmember Makos to approve the application of a FEMA grant for turnout gear, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

Chief Falley would like to request permission to apply for a grant for MDT's. This is through the State Homeland Security program. This would be a joint grant for the fire and police departments.

Motion made by Councilmember Makos to give permission to apply for the grant, Seconded by Councilmember Ancich. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

Public Works Superintendent - Superintendent Nations stated the TIB grant to replace street lights has not been completed yet. All of the veteran banners have been put away for winter.

MAYOR'S REPORT

Mayor Pauley thanked everyone who ran for public office. He stated that US Representative Derek Kilmer will not be seeking reelection. Port of Grays Harbor Executive Director Gary Nelson will be retiring March 31, 2024.

12. NEW BUSINESS

A. Property Tax Refund Levies

Motion made by Councilmember Makos to approve collecting the property tax refund levies, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

B. Ordinance 1387 (2024 Property Tax)

Motion made by Councilmember Ancich to approve Ordinance 1387, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

C. Ord 1388 (Street Vacation)

Motion made by Councilmember Ancich to approve Ordinance 1388, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

D. 2024 NW Maintenance Pros LLC Agreement

Motion made by Councilmember Makos to approve the agreement with NW Maintenance Pros, Seconded by Councilmember Ancich. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

E. 2024 Greater Grays Harbor Agreement

Motion made by Councilmember Ancich to approve the Greater Grays Harbor agreement, Seconded by Councilmember Carlisle. Voting Yea: Councilmember Makos, Councilmember Carlisle, Councilmember Ancich

PUBLIC COMMENTS

Shawn Bridges - He asked about the street light replacement in Paisley Creek. He volunteered to help with the project. He also asked about the \$400,000 grant and if we have to rebid the weeding contract.

Linda Springer - She stated she was impressed by the grant opportunities brought forward by the Fire Chief and the Police Chief.

Kasi Turner - She asked if the grant covered installation.

Ashley Arcangel - She thanked everyone voted in the election and thanked the candidates for their willingness to serve.



COSMOPOLIS POLICE DEPARTMENT

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

Council Report 12/06/2023

Update:

We submitted a completed grant application packet for the WASPC/WTSC Traffic Safety Grant for a radar unit as approved by the council on 11/15/2023.

We submitted a completed grant application packet for the WASPC/Washington State Legislature Body-Worn Camera. This was a significant grant application that I wouldn't have been able to complete in time without the efforts of Clerk Kasey Grove. If we receive this grant in-full, this would assist us in funding our clerk's position for the next six months through the language of the grant allowing for personnel to do redaction, management, and PDR's with the new system. This is the grant that the council approved our applying for at the 11/15/2023 meeting.

-ACTION ITEM- I am asking for authorization to sign a MOU with Long Beach Police Department for the transfer of a police patrol vehicle. This MOU would allow for the purchase of the equipped vehicle at no cost to the city. I will provide 16 hours of firearms instruction (which I already do as a private business) in exchange for the vehicle. Any "outfitting" of the vehicle that is required will be donated by Reserve Police Officer Adam Johnson. The vehicle is a 2011 Ford Crown Victoria PPV with 79,789 miles and has been continuously maintained by the Long Beach City Mechanic. Please see the attached PDF photographs of the vehicle for reference. Not including the emergency equipment that is in this vehicle, the BB value is about \$7,307.00 and is ranked 4.7 out of 5 for consumer sentiment.

Our police department fleet is aging with no current funding to remedy it. We currently have a 2017 Ford Explorer at 60,000+ miles, a 2014 Ford Taurus at 117,000+ miles, a 2016 Chevrolet Tahoe with 80,000+ miles, a 2016 Chevrolet Tahoe with 108,000+ miles, a 2019 Chevrolet Tahoe with 58,000+ miles, and a 2014 Ford Taurus with 123,000+ miles. Our fleet of six vehicles leaves us with one spare vehicle, which would seem like enough but considering the wear/tear, and high mileage of all the vehicles I do not believe this is a sufficient inventory. I would be asking for us to add this vehicle to the fleet and NOT get rid of any of the existing vehicles until when/if a catastrophic break-down occurs that costs more to repair than the vehicle is worth.

I have completed an MOU which has been approved by City Attorney S. Johnson.

We had 132 calls for service between 11/13/2023 and 11/30/23.

Respectfully submitted,

"A Community Partnership"

CITY OF COSMOPOLIS

DARRIN C. RAINES
CITY ADMINISTRATOR

Section 8, Item B.



PHONE (360) 532-9230
FAX (360) 532-9215
WWW.COSMOPOLISWA.GOV
EMAIL: DRAINES@COSMOPOLISWA.GOV

December 4, 2023

RE: December 6, 2023, City Administrator Council Report

Informational Items Only

Item 1) *Municipal Building Update*- Since my last report, the work completed is the installation of below slab electrical conduits, plumbing, and the installation of rebar and foundation straps. There has been a slight delay in the scheduled pouring of concrete because of waiting for steel to arrive that goes into the foundation, as well as the scheduling conflict for the steel contractor. This work is now complete, and we will be waiting for a weather window to get the foundation poured.

We are still on schedule to have the foundation complete, and the site secured for the winter during the first two weeks of January.

Item 2) *Comprehensive Stormwater Plan*- As I mentioned at the last City Council Meeting, we are getting ready to start our Comprehensive Stormwater Management Plan that is funded by a \$400,000 no match required grant from the Chehalis Basin Flood Authority and the Office of the Chehalis Basin. We are the lead agency for the grant that will complete this plan for all 3 cities.

An Interlocal Agreement between the cities of Cosmopolis, Hoquiam, and Aberdeen will be placed on the December 20th agenda for approval. The Interlocal Agreement will be to ensure that each city is responsible for any cost overruns for their individual portions of the plan over the \$400,00 in grant funds available.

Item 3) *Parks Maintenance Grant*- We are still waiting for Washington State Recreation and Conservation Office (RCO) to send us our funding agreement for our Parks Maintenance Grant. The funds will not be available to us until July 1, 2024, which will work fine with our projected construction schedule next summer. This will be placed on the December 20th agenda for approval.

Item 4) *2024 Budget*- We are still working with Department Heads to trim the proposed 2024 Budget to allow us to get to a balanced budget and to allow us to place some funds into the

reserve accounts. I want to thank all the Department Heads for working with us to help make some very tough decisions.

Sincerely,

Darrin C. Raines

Darrin C. Raines
City Administrator

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into this __ day of _____, 20__, by and between the Long Beach Police Department and the Cosmopolis Police Department (hereinafter collectively referred to as "the Parties"). In consideration of the mutual benefits to be derived, and the promises set forth herein, the Parties hereby agree:

WHEREAS, the Parties recognize the importance and mutual benefit of working in partnership to provide needed assets to the Cosmopolis Police Department in exchange for valuable training in firearms for the Long Beach Police Department; and

WHEREAS, the Parties wish to create a positive model to assist each other in protecting and serving the community; and

WHEREAS, in the interest of public safety, the Parties are able and desire to provide duly commissioned law enforcement officers pertinent training in firearms in exchange for vehicle assets in order to benefit the needs of both departments.

NOW, THEREFORE, the Parties agree as follows:

1. Scope of Performance:

Participation by the parties in delivering agreed upon assets in exchange for a significant value in training.

- a. The Long Beach Police Department hereby agrees to transfer to the Cosmopolis Police Department the ownership of one (1) 2011 Ford Crown Victoria with the following VIN, license plate numbers and mileage:

- i. 2FABP7BV8BX147019; License: 51264D, 79,789 miles

The vehicle is fully outfitted with emergency lights, siren, police radio, and prisoner cage. The vehicle is being provided as-is with no warranty and in good operable condition. Cosmopolis Police Department will be responsible for any transfer and licensing fees associated with the transfer of the vehicle to their department, as well as insurance.

- b. The Cosmopolis Police Department hereby agrees to provide 16-hours of certified Firearms training to Long Beach Police Department officers. The dates, timing and location of this training will be determined later as agreed between both parties but will be provided within a six-month period of the date this agreement is fully executed. In the event that the full 16 hours of training have not been provided by the end of the six-month period, this agreement will be fulfilled.

- 2. **Duty Status**. The Parties acknowledge that the firearms instructor assigned to training will do so on duty time.
- 3. **Liability**. Each Party shall be responsible and liable for the consequences of each Party's own act or failure to act regarding this agreement.

- 4. Entire Understanding. Nothing in this MOU is intended to expand, limit, or restrict the law enforcement authority of any Party, or preclude other law enforcement agreements. No modification or amendment to this MOU, including the addition of other Parties, shall be effective unless in writing and signed by an authorized representative of each Party. This MOU contains the entire understanding between the Parties and may not be enlarged, modified, or altered except in writing signed by a Chief and/or representative of each Party.

COSMOPOLIS POLICE DEPARTMENT

LONG BEACH POLICE DEPARTMENT

By: _____
Heath Layman, Chief

By: _____
Flint Wright, Chief

