



# McCleary Regular City Council Meeting

Wednesday, April 23, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

## Minutes

### Join Zoom Meeting

<https://us06web.zoom.us/j/85673817959>

Meeting ID: 856 7381 7959

Call In: (253) 215-8782

### Call to Order/Flag Salute/Roll Call

Councilmember Jacob Simmons

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

Meeting was called to order by Councilmember Brycen Huff, Mayor Pro Tem, at 6:30 pm.

After the flag salute, roll call was taken by City Clerk Treasurer Jamie Vinyard.

### PRESENT

Councilmember Jacob Simmons

Councilmember Brycen Huff

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

### ABSENT:

Mayor Chris Miller

### Agenda Modifications/Acceptance

A motion was made by Councilmember Huff, Mayor Pro Tem, to modify the agenda in regard to two items:

- 1) To add the TAGS banner proposal for the discussion of the Lindsay Baum banner
- 2) Civil Service update

Motion made by Councilmember Dahl to accept the agenda with the proposed items added, Seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion approved.

### Confirmations

1. Confirmation of Mark Vessey to Civil Service Commission

Councilmember Huff, Mayor Pro Tem, confirmed that the council has received and reviewed the letter of interest from Mark Vessey.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve Mark Vessey for the Civil Service Commission.

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Motion made by Councilmember Klimek, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion approved.

An additional Civil Service Commission discussion was added to the agenda.

Civil Service Commissioner Bob Dahl discussed his 6-year term as Chair of the Commission, Dave Sisk's, 4-year term which has just ended and that with Mark Vessey's addition, the Commission maintains a quorum,

He proposes Quarterly meetings to bring the Commission into compliance and is requesting the city provide the support needed. He stated that they city was falling short in supplying what was needed.

Councilmember Dahl asked what was needed from the city. Commissioner Dahl said that they were looking for training and guidance and have researched how other cities do with their Commissions.

City Attorney offered to look into providing training through the MRSC.

City Administrator Jon Martin noted that there is online training available.

Councilmember Huff, Mayor Pro Tem stated that he appreciated the Commission moving forward.

Police Chief Ryan Miskell stated that the Commission is important to the city as a whole and for the Police Department's proper hiring processes.

Further discussion regarding the Commission continued.

### **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. If, at any time, the dialogue does not meet these criteria, a citizen will be asked to stop public comment.*

*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 section.

There were no public comments.

### **Consent Agenda**

3. Claims Approval:

*The following items are distributed to Councilmember 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 councilmember.*

*i. Approval of checks/vouchers/disbursements numbers 54463 to 54513 including EFT's in the amount of \$231,883.60.*

Councilmember Huff, Mayor Pro Tem, read the consent agenda.

Councilmember Schiller mentioned that he is not on the Chehalis River project committee, that it is Councilmember Simmons.

Motion made by Councilmember Huff, Mayor Pro Tem to accept the consent agenda, Seconded by Councilmember Schiller.

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Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion approved.

### **New Business**

6. RCO Grants: presented by City Administrator Jon Martin

City Administrator Martin states that RCO grants submitted last year for Beerbower Park renovation and N. Summit Park development did not score well.

The requirement for the city to stay in the running for the grants is to sign the Certification of Applicant Match forms on page 13 and 14 of the agenda.

Councilmember Huff, Mayor Pro Tem, and City Administrator discussed ideas to improve the cities score, which cannot be done as the grant was already submitted.

Councilmember Huff, Mayor Pro Tem, suggested moving forward with only the Beerbower Park form since the score for N. Summit Park's grant was so low. Councilmember Klimek agreed.

Councilmember Schiller made a motion for City Administrator Martin to move forward with the RCO Grant for Beerbower Park, seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Mayor Pro Tem and Councilmember Dahl. Motion approved.

Councilmember Simmons made a motion for City Administrator Martin to move forward with the RCO Grant for N. Summit Park, seconded by Councilmember Schiller.

Voting Nay: Councilmember Huff, Mayor Pro Tem, Councilmember Dahl and Councilmember Klimek. Motion Failed.

### **Old Business**

7. Continued Discussion - Change of Government

City Attorney, Madison Pleasant discussed a change in dates to submit for a change of government to appear on the ballot. She suggested mid-December or mid-January as the current May timeline is not feasible as it needs to be done 120 days prior to appear on the ballot.

Councilmember Huff, Mayor Pro-Tem, suggests December.

City Attorney Pleasant suggests having Public Town Halls prior to provide information to the public.

Councilmembers discuss their ideas and opinions regarding the change in government and City Attorney Pleasant will reach out to MSRC to see if they have resources and availability to meet with the council.

8. Approval of Consultant Supplemental Agreement for West Maple Street Sidewalk Construction Management; presented by City Administrator Jon Martin.

City Administrator Martin introduced Don Miller to present the recommendation that the city awards the bid to Rognlin's Inc. in Aberdeen, a well-known, established contractor. There may be costs of approximately \$6000 that the city will be responsible for.

Councilmember Dahl asked what the timeline would be for Rognlin's Inc. to proceed with construction. Don Miller responded that it would be approximately around the end of May.

Motion made by Councilmember Dah to approve awarding the contract to Rognlin's Inc., Seconded by Councilmember Simmons.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion approved.

9. Lindsey Baum Banner; presented by Councilmember Huff, Mayor Pro Tem

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Councilmember Huff, Mayor Pro Tem discussed the Lindsey Baum Memorial Group asking if the city was interested in updating and replacing the Lindsey Baum banner that is hung during the Lindsey Baum and Missing Children's Awareness month. The group is asking that the current banner be donated to the group for their use.

Estimates for the costs of the banner, artwork, and ordering were discussed.

City Attorney Pleasant consulted the RCW to verify if this item would be considered gifting of public funds.

It was agreed that this item would be revisited in May so that the City Attorney could further research the topic.

### **Ordinances and Resolutions**

#### **10. Surplus Office Equipment**

Surplus items were reviewed.

Councilmember Huff, Mayor Pro Tem asked if any of the items would be thrown away.

City Administrator Martin said that some would, but before that can happen it needs to go through the necessary surplus steps.

City Clerk Treasurer Vinyard provided number 777 for this Resolution.

Motion made by Councilmember Dahl to approve Resolution 777, Seconded by Councilmember Simmons.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek. Motion Approved.

### **Public Comment - City Business Only**

#### **11. Public comment is limited to a maximum of three minutes per person.**

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Councilmember Huff, Mayor Pro Tem, read the public comment.

Civil Service Commissioner Dahl stated that he has requested that an email for the Civil Service Commission be created for their use.

Pierce Ridgeway, City of McCleary employee, made statements directly to City Administrator Martin, Police Chief Miskel and City Clerk Treasurer Vinyard.

### **Council Comments/Council Committee Updates**

Councilmember Huff, Mayor Pro Tem mentioned the info regarding the City-Wide clean up.

Committees used this time to make reports.

Safety Committee:

Councilmember Huff, Mayor Pro Tem mentioned the Safety Committee met with Police Chief Miskell and discussed safety improvements for speed enforcement, the Bear Festival and National Night Out.

The Committee also discussed the two newly acquired police vehicles and the addition of a second reserve officer.

The Committee was unable to make it to the last meeting with the Fire Department, but there are continued discussions regarding potential merges with Olympic Ambulance and if or when the changes would happen and what it would look like.

Finance Committee:

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Councilmember Schiller as part of the Finance Committee, asked if there would be a review of the budget.

Councilmember Dahl replied that there will be a budget review during the first meeting in May.

City Administrator Martin stated that he would have info to share regarding the budget as part of his City Administrator's report.

Councilmember Schiller asked about the status of the audit. City Clerk Treasurer Vinyard replied that all items requested have been provided and that the delay is as a result of the auditor's schedule.

**Policy Committee:**

Councilmember Dahl spoke about the Policy Committee meeting to discuss the false alarm policy, nuisance ordinance, updating the animal license ordinance and social media policy.

Councilmember Schiller asked about the city's policy on illegal or inappropriate hires and for guidance regarding this item.

Councilmember Huff, Mayor Pro Tem asked if there was an ordinance or policy regarding theft of service, specifically the use of city dumpsters for dumping of personal trash.

This issue was discussed in detail with several councilmembers and the public providing opinions including signage, locking the dumpsters, and avoiding littering.

City Attorney Pleasant provided info regarding the current RCW codes which pertain to this item.

### **City Administrator Comments**

City Administrator Martin stated that the open Public Works position has now been filled and that an MOU to the union in regard to the Deputy Clerk position and the position will be posted once approved by the union.

He noted that the Office Clerk position is no longer active which result in only one staff member available in the main office if someone is out of the office.

In reference to the budget review for March, he is reviewing with the department heads and that the cities income should be at 25%, but is at 21%, which is due to the city not yet receiving real estate tax payments yet. Expenditures are at 30.2%, which is high, but is due to January subscription renewals. Overall expenditures have been lower from March to February.

City Administrator Martin, March budget report is planned to be sent to council on April 25th and is similar to February's budget report.

### **Executive Session**

Per RCW 42.30.110, subsection RCW 5.60.60(2)(a)(iii) to discuss litigation or legal risks of WCIA involvement of investigation.

The Council suspended the meeting at 7:25pm for an executive session to discuss agency enforcement actions and/or potential litigation with City Attorney Pleasant. The executive session was proposed to last for 5 minutes.

The executive meeting was ended at 7:43pm. Councilmember Huff, Mayor Pro Tem, stated no decisions or actions were made by the council during the executive session.

Councilmember Dahl made a motion for City Attorney Pleasant to research hourly rates for an investigator, seconded by Councilmember Klimek.

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

Voting Nay: Councilmember Simmons. Motion passed.

### **Adjourn**

A motion to adjourn was made by Councilmember Dahl and seconded by Councilmember Klimek.

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

Meeting adjourned at 7:45pm.

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