



McCleary Regular City Council Meeting

Wednesday, November 05, 2025 – 6:30 PM
McCleary Community Center & Zoom Meeting

Agenda

Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=87823498073>

Meeting ID: 787 855 3789

(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

Agenda Modifications/Acceptance

Special Presentations

1. Austin Neary's Apprenticeship Graduation Certificate
- [2.](#) Apollo's presentation on Solar Project

Public Comment - Agenda Items Only

3. 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.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Consent Agenda

- [4.](#) Claims Agenda

The following items are distributed to Councilmembers 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 a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55121 to 55162 including EFT's dated 10/18/25-10/31/25 in the amount of \$94,104.45

ii. Approval of payroll disbursement for OCTOBER 2025 in the amount of \$294,050.24 (Period:

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

10/01/25-10/15/25 \$208,770.60 for 10/20/25 payroll. Period 10/16/25-10/31/25 \$85,279.24 for 11/05/25 payroll).

- [5.](#) Minutes from 09.10.2025 meeting
- Minutes from 09.24.2025 meeting

Updates

- [6.](#) Staff Reports Updates - Building Dept., Finance & Administration, Fire Dept., Light & Power, Police Dept, Public Works, and Water & Wastewater

New Business

- [7.](#) Grays Harbor County Tax Refund Levy: 10.2024 - 09.2025
- [8.](#) Property Tax Levy Ordinance - first read
- [9.](#) Studer Annexation - presented by City Administrator Jon Martin

Ordinances and Resolutions

- [10.](#) Studer Annexation Resolution

Council Comments

City Administrator Comments

Public Comment - City Business Only

- 11. 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.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Executive Session

- 12. Per RCW 42.30.110 (1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, litigation, or potential litigation.

Per RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations.

Adjourn

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

McCleary, Wa



Elevating Building Performance

Facility improvements for City of McCleary

Agenda

Item 2.

- Introductions
 - Ryan Davis – Account Manager
- Who is Apollo Solutions Group
- How do we Operate
- Advantages of ESPC
- 5-Step Process
- Procurement of Services
- Additional Funding
- Questions & Discussion



Who is Apollo Solutions?

Item 2.

- Founded in 1981
- **ASG is a Division of Apollo Mechanical – Privately Owned out of Kennewick WA**
- 5th Largest Mechanical Contractor in the US (ENR Magazine)
- 2,700+ employees
- Safest Contractor in the State of Washington for twelve consecutive years
- **Apollo Solutions Group has procured for our clients over \$200 million in grant funding in the past three biennium**



How Do We Operate?

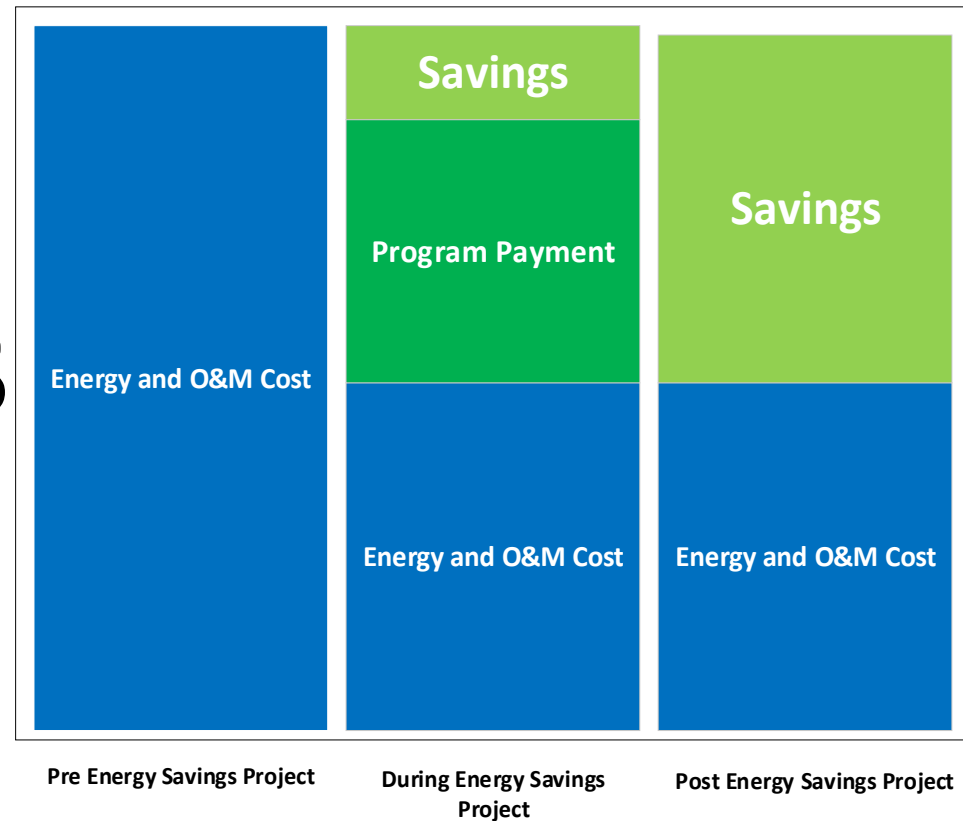
Item 2.

Energy Savings Performance Contracts (ESPCs) are guaranteed and can be self-funded!

Energy and operational cost savings derived from implementing proposed Facility Improvement Measures (FIMs) and utility incentives

- Identify goals
- Develop roadmap for favorable outcomes
- Help develop and finance solutions
- Alignment with your objectives
- Implement the solutions
- Financially guarantee the results

\$



TIME

Apollo

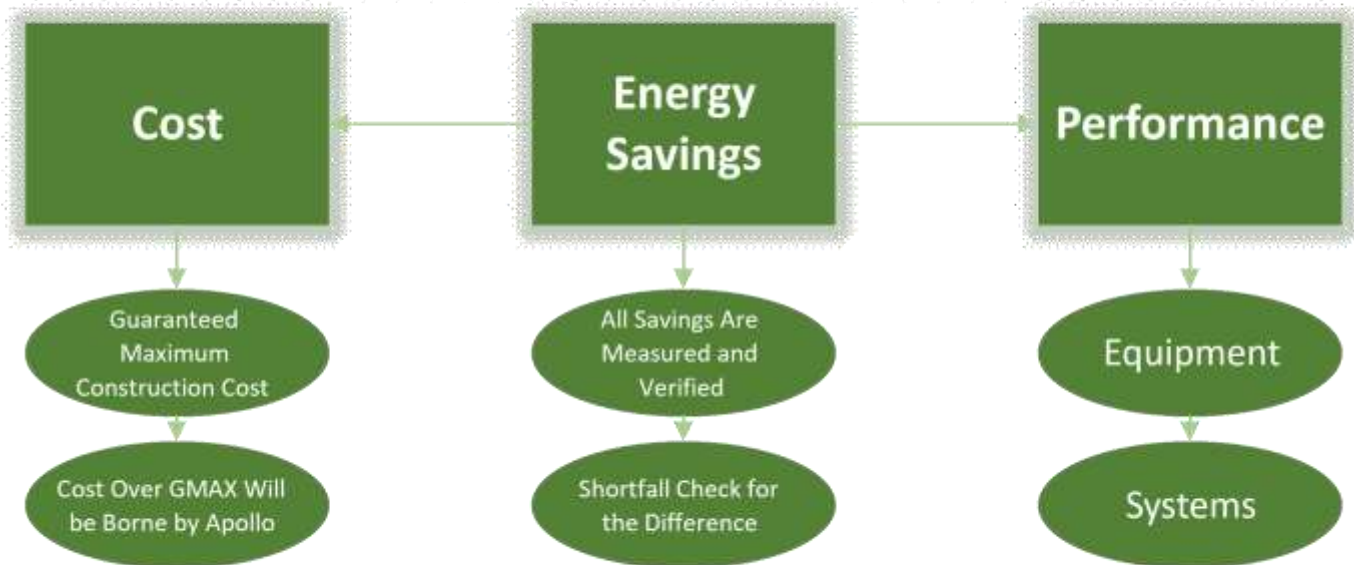
— MECHANICAL CONTRACTORS
Solutions Group

Advantages of ESPC

Item 2.

- Streamlined Service (one voice to the client)
- Reliable Customer Communication
- Dedicated Apollo Site Superintendent on site while work is taking place.
- All Disciplines Working Toward Common Goal

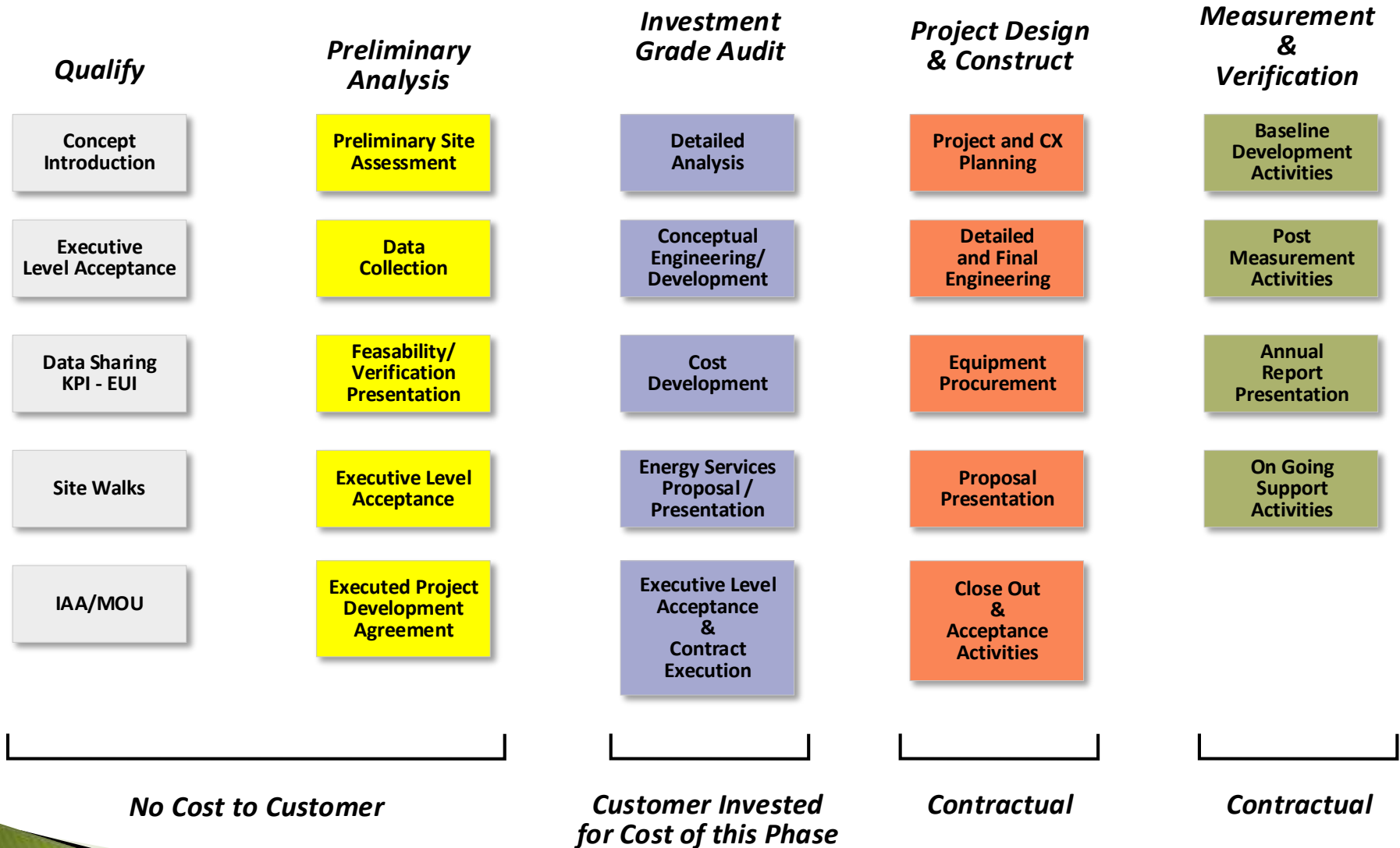
Apollo Has 3 Guarantees



Apollo Assumes the **Risk**

ASG 5 Step Process

Item 2.



Large Scale Solar Project

Item 2.

Apollo would love the opportunity to provide the best possible service and outcomes

► What we know

- Budget: \$2.745M
- Location: Fireman's Field
- Equipment: 714.5 kW-DC/675 kW-AC ground-mounted fixed-tilt solar array

► What we don't know

- Timeline
- Point-of-Common-Coupling (POCC)
- Voltage / max power output at POCC
- Location details
 - Site photos
 - Utility locates
 - Soil type

WARRANT/CHECK REGISTER

City Of McCleary

Time: 09:41:56 Date: 10/29/2025 Item 4.

10/18/2025 To: 10/31/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4955	10/22/2025	Claims	1	EFT	Assured Data Protection	2,100.00	Sep 2025 data protection
4956	10/22/2025	Claims	1	EFT	City of McCleary	12,856.01	Sep 2025 utilities
4957	10/22/2025	Claims	1	EFT	Department of Revenue	16,391.26	Sep 2025 Excise Tax
4958	10/22/2025	Claims	1	EFT	Umpqua Bank	3,334.75	Amazon - keep out signs for WWTP; Amazon - keep out signs for WWTP return; Autozone - thermostat and housing for ranger; Amazon - signs for fence; Amazon - unauth charge; Amazon - unauth charge revers
4959	10/22/2025	Claims	1	EFT	Wex Bank	3,579.88	Fuel Sept 2025
4960	10/22/2025	Claims	1	55121	Altec Industries Inc	526.10	Line truck hydraulic hoses service part
4961	10/22/2025	Claims	1	55122	Amazon Capital Svcs.	630.75	IT extension cords; Sloan V-500-AA regal vacuum kit for PD; PMBOK book for project mngt cert; Paper towel dis for library and comm center; Office supplies, post-its, paper; Replacement parts for urina
4962	10/22/2025	Claims	1	55123	Anixter Inc. (Wesco)	9,479.04	Okonite cable
4963	10/22/2025	Claims	1	55124	Bayview Building Material	21.42	Locktite
4964	10/22/2025	Claims	1	55125	Bradley Air Company	1,882.77	Quarterly Commercial and new pump for building dept
4965	10/22/2025	Claims	1	55126	Cascade Natural Gas	21.20	ACCT: 114 241 0000 3
4966	10/22/2025	Claims	1	55127	Cascade Natural Gas	21.20	ACCT: 334 241 0000 7
4967	10/22/2025	Claims	1	55128	Cascade Natural Gas	21.20	ACCT: 748 575 0898 5
4968	10/22/2025	Claims	1	55129	CenturyLink	110.17	ACCT: 300529719
4969	10/22/2025	Claims	1	55130	Comcast	243.60	ACCT: 8498 37 009 0142901
4970	10/22/2025	Claims	1	55131	Comcast	314.47	ACCT: 8498 37 009 0142893
4971	10/22/2025	Claims	1	55132	Comcast	115.39	ACCT: 8498 37 009 0136911
4972	10/22/2025	Claims	1	55133	Comcast	121.17	ACCT: 8498 37 009 0035840
4973	10/22/2025	Claims	1	55134	Comcast	1,336.39	Phone/internet OCT 2025
4974	10/22/2025	Claims	1	55135	Crystal Springs	95.24	Water cooler rentals
4975	10/22/2025	Claims	1	55136	Cut Rate Auto	29.57	Brakeleen and water weld
4976	10/22/2025	Claims	1	55137	Daily Journal of Commerce	2,647.35	RFQ - for 3rd to Simpson
4977	10/22/2025	Claims	1	55138	Ferguson Waterworks #3516	2,207.64	8in wyes; Hydrant repair kit; Meter cables; Sewer pipe and fittings
4978	10/22/2025	Claims	1	55139	Grainger	959.13	Sunglass safety glasses, lysol, garbage can liners; Cleaning supplies; Hand soap
4979	10/22/2025	Claims	1	55140	Gray & Osborne Inc	11,997.26	WWTP chiller; 2025 Roadway Treatment
4980	10/22/2025	Claims	1	55141	Grays Harbor District Court #1	2,700.00	2025 Q3 contract fees
4981	10/22/2025	Claims	1	55142	Grays Harbor Fire District 12	560.00	E12-11 Maintenance; E12-11 Maintenance - pump testing
4982	10/22/2025	Claims	1	55143	Andrew Hensler	97.77	Refund of PRR charge from PD 8.20.25 inv# 4043
4983	10/22/2025	Claims	1	55144	Ingram, Zelasko & Goodwin LLP	700.00	Public defender contract
4984	10/22/2025	Claims	1	55145	Inland Environmental Res.	2,075.91	Alka-mag
4985	10/22/2025	Claims	1	55146	Jenna R Jarvis	175.00	Reimburse CDL physical
4986	10/22/2025	Claims	1	55147	Les Schwab	2,441.34	T 2008 FORD F250, tires, ball joints, and alignment.
4987	10/22/2025	Claims	1	55148	MB Electric Grays Harbor, LLC	4,706.03	Electrical work for Simpson lift station; Electric trouble shoot an rewire for VFD's at WWTP
4988	10/22/2025	Claims	1	55149	May, Ersel	170.10	Medicare reimbursement
4989	10/22/2025	Claims	1	55150	NCL of Wisconsin	198.70	Lab supplies

Page: 2

WARRANT/CHECK REGISTER

City Of McCleary

Time: 09:41:56 Date: 10/29/2024
Page: 3

Item 4.

10/18/2025 To: 10/31/2025

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
-------	------	------	--------	-------	----------	--------	------

WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this _____ day of _____ 2024.

ATTEST:

X _____
Councilmember Simmons

X _____
Councilmember Huff

X _____
Councilmember Schiller

X _____
Councilmember Dahl

X _____
Councilmember Klimek

WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:12:32 Date: 11/03/2025

Item 4.

10/04/2025 To: 11/05/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4670	10/06/2025	Payroll	1	EFT	EFTPS	25,855.03	941 Deposit for Pay Cycle(s) 10/03/2025 - 10/03/2025
4708	10/09/2025	Payroll	1	EFT	Department of Retirement - Def Comp	2,536.14	Pay Cycle(s) 10/01/2025 To 10/31/2025 - DRS Def Comp; Pay Cycle(s) 10/01/2025 To 10/31/2025 - DRS Def. Comp. ROTH
4709	10/10/2025	Payroll	1	EFT	Department of Retirement Systems	10,650.77	Pay Cycle(s) 10/01/2025 To 10/31/2025 - PERS 2; Pay Cycle(s) 10/01/2025 To 10/31/2025 - PERS 3; Pay Cycle(s) 10/01/2025 To 10/31/2025 - LEOFF II
4710	10/06/2025	Payroll	1	EFT	AWC Employee Benefit Trust	35,464.57	Pay Cycle(s) 10/01/2025 To 10/31/2025 - AWC-Medical; Pay Cycle(s) 10/01/2025 To 10/31/2025 - AWC - Basic Life; Pay Cycle(s) 10/01/2025 To 10/31/2025 - AWC - LTD; Pay Cycle(s) 10/01/2025 To 10/31/2025
4712	10/06/2025	Payroll	1	EFT	Washington Teamsters Welfare Trust	2,339.20	Pay Cycle(s) 10/01/2025 To 10/31/2025 - Teamsters Vision Plan; Pay Cycle(s) 10/01/2025 To 10/31/2025 - Teamsters Dental Plan A
4756	10/08/2025	Payroll	1	EFT	AFLAC Remittance Processing	995.38	Pay Cycle(s) 09/19/2025 To 10/03/2025 - AFLAC - 125 (Pre-tax); Pay Cycle(s) 09/19/2025 To 10/03/2025 - AFLAC - (After Tax)
4769	10/14/2025	Payroll	1	EFT	Department of Retirement Systems	1,618.07	Pay Cycle(s) 08/12/2025 To 08/12/2025 - LEOFF II
4815	10/15/2025	Payroll	1	EFT	Department of Retirement Systems	1,407.32	Pay Cycle(s) 07/28/2025 To 07/28/2025 - LEOFF II
4883	10/20/2025	Payroll	1	EFT		2,437.80	October 1-15, 2025
4884	10/20/2025	Payroll	1	EFT		2,099.70	October 1-15, 2025
4885	10/20/2025	Payroll	1	EFT		2,966.56	October 1-15, 2025
4886	10/20/2025	Payroll	1	EFT		45.84	October 1-15, 2025
4887	10/20/2025	Payroll	1	EFT		1,686.30	October 1-15, 2025
4888	10/20/2025	Payroll	1	EFT		53.64	October 1-15, 2025
4889	10/20/2025	Payroll	1	EFT		357.82	October 1-15, 2025
4890	10/20/2025	Payroll	1	EFT		761.92	October 1-15, 2025
4891	10/20/2025	Payroll	1	EFT		2,206.96	October 1-15, 2025
4892	10/20/2025	Payroll	1	EFT		1,740.43	October 1-15, 2025
4893	10/20/2025	Payroll	1	EFT		45.84	October 1-15, 2025
4894	10/20/2025	Payroll	1	EFT		2,002.67	October 1-15, 2025
4895	10/20/2025	Payroll	1	EFT		45.55	October 1-15, 2025
4896	10/20/2025	Payroll	1	EFT		3,925.36	October 1-15, 2025
4897	10/20/2025	Payroll	1	EFT		3,681.31	October 1-15, 2025
4898	10/20/2025	Payroll	1	EFT		1,674.51	October 1-15, 2025
4899	10/20/2025	Payroll	1	EFT		3,677.98	October 1-15, 2025
4900	10/20/2025	Payroll	1	EFT		275.08	October 1-15, 2025
4901	10/20/2025	Payroll	1	EFT		2,854.66	October 1-15, 2025
4902	10/20/2025	Payroll	1	EFT		3,217.19	October 1-15, 2025
4903	10/20/2025	Payroll	1	EFT		3,329.99	October 1-15, 2025
4904	10/20/2025	Payroll	1	EFT		1,663.16	October 1-15, 2025

WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:12:32 Date: 11/03/2025 Item 4.

10/04/2025 To: 11/05/2025

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
4905	10/20/2025	Payroll	1	EFT		88.89	October 1-15, 2025
4906	10/20/2025	Payroll	1	EFT		2,066.90	October 1-15, 2025
4907	10/20/2025	Payroll	1	EFT		2,158.57	October 1-15, 2025
4908	10/20/2025	Payroll	1	EFT		2,028.04	October 1-15, 2025
4909	10/20/2025	Payroll	1	EFT		1,729.04	October 1-15, 2025
4910	10/20/2025	Payroll	1	EFT		3,126.70	October 1-15, 2025
4911	10/20/2025	Payroll	1	EFT		44.76	October 1-15, 2025
4912	10/20/2025	Payroll	1	EFT		45.55	October 1-15, 2025
4913	10/20/2025	Payroll	1	EFT		395.92	October 1-15, 2025
4914	10/20/2025	Payroll	1	EFT		2,599.58	October 1-15, 2025
4915	10/20/2025	Payroll	1	EFT		3,573.78	October 1-15, 2025
4916	10/20/2025	Payroll	1	EFT		3,388.65	October 1-15, 2025
4923	10/17/2025	Payroll	1	EFT	EFTPS	23,734.48	941 Deposit for Pay Cycle(s) 10/20/2025 - 10/20/2025
4946	10/23/2025	Payroll	1	EFT	Department of Retirement - Def Comp	2,502.86	Pay Cycle(s) 10/01/2025 To 10/31/2025 - DRS Def Comp; Pay Cycle(s) 10/01/2025 To 10/31/2025 - DRS Def. Comp. ROTH
4947	10/23/2025	Payroll	1	EFT	Department of Retirement Systems	10,042.76	Pay Cycle(s) 10/01/2025 To 10/31/2025 - PERS 2; Pay Cycle(s) 10/01/2025 To 10/31/2025 - PERS 3; Pay Cycle(s) 10/01/2025 To 10/31/2025 - LEOFF II
5077	10/31/2025	Payroll	1	EFT	Dept of Labor & Industry	19,067.50	3RD Quarter L&I: 07/01/2025 - 09/30/2025
5083	10/31/2025	Payroll	1	EFT	Employment Security, Department of	1,096.78	3rd Quarter Unemployment: 07/01/2025 - 09/30/2025
5107	11/05/2025	Payroll	1	EFT		3,101.69	October 16-31, 2025
5108	11/05/2025	Payroll	1	EFT		2,095.44	October 16-31, 2025
5109	11/05/2025	Payroll	1	EFT		2,977.66	October 16-31, 2025
5110	11/05/2025	Payroll	1	EFT		45.84	October 16-31, 2025
5111	11/05/2025	Payroll	1	EFT		1,685.87	October 16-31, 2025
5112	11/05/2025	Payroll	1	EFT		417.46	October 16-31, 2025
5113	11/05/2025	Payroll	1	EFT		1,575.48	October 16-31, 2025
5114	11/05/2025	Payroll	1	EFT		2,210.79	October 16-31, 2025
5115	11/05/2025	Payroll	1	EFT		1,518.31	October 16-31, 2025
5116	11/05/2025	Payroll	1	EFT		45.84	October 16-31, 2025
5117	11/05/2025	Payroll	1	EFT		2,216.82	October 16-31, 2025
5118	11/05/2025	Payroll	1	EFT		45.55	October 16-31, 2025
5119	11/05/2025	Payroll	1	EFT		3,925.49	October 16-31, 2025
5120	11/05/2025	Payroll	1	EFT		3,527.21	October 16-31, 2025
5121	11/05/2025	Payroll	1	EFT		1,815.86	October 16-31, 2025
5122	11/05/2025	Payroll	1	EFT		3,676.92	October 16-31, 2025
5123	11/05/2025	Payroll	1	EFT		275.08	October 16-31, 2025
5124	11/05/2025	Payroll	1	EFT		4,263.50	October 16-31, 2025
5125	11/05/2025	Payroll	1	EFT		3,208.04	October 16-31, 2025
5126	11/05/2025	Payroll	1	EFT		3,321.91	October 16-31, 2025
5127	11/05/2025	Payroll	1	EFT		1,659.78	October 16-31, 2025
5128	11/05/2025	Payroll	1	EFT		88.89	October 16-31, 2025
5129	11/05/2025	Payroll	1	EFT		2,353.79	October 16-31, 2025
5130	11/05/2025	Payroll	1	EFT		2,156.11	October 16-31, 2025
5131	11/05/2025	Payroll	1	EFT		2,154.08	October 16-31, 2025
5132	11/05/2025	Payroll	1	EFT		1,883.46	October 16-31, 2025
5133	11/05/2025	Payroll	1	EFT		3,580.81	October 16-31, 2025
5134	11/05/2025	Payroll	1	EFT		44.76	October 16-31, 2025
5135	11/05/2025	Payroll	1	EFT		45.55	October 16-31, 2025

WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:12:32 Date: 11/03/2025

Item 4.

10/04/2025 To: 11/05/2025

Page: 3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
5136	11/05/2025	Payroll	1	EFT		351.92	October 16-31, 2025
5137	11/05/2025	Payroll	1	EFT		2,530.19	October 16-31, 2025
5138	11/05/2025	Payroll	1	EFT		3,695.15	October 16-31, 2025
5139	11/05/2025	Payroll	1	EFT		2,976.31	October 16-31, 2025
4758	10/08/2025	Payroll	1	55111	IBEW Local #77 (PAC Dues)	30.01	Pay Cycle(s) 09/19/2025 To 10/03/2025 - IBEW Local # 77 - PAC
4759	10/08/2025	Payroll	1	55112	IBEW Local #77	1,171.94	Pay Cycle(s) 09/19/2025 To 10/03/2025 - IBEW Local # 77
4760	10/08/2025	Payroll	1	55113	LEOFF Health and Welfare Trust	500.33	Pay Cycle(s) 10/01/2025 To 10/31/2025 - LEOFF Health Trust - Dental
4761	10/08/2025	Payroll	1	55114	LEOFF Health and Welfare Trust	5,948.04	Pay Cycle(s) 10/01/2025 To 10/31/2025 - LEOFF Health Trust - Medical
4762	10/08/2025	Payroll	1	55115	Life Secure LTC	879.87	Pay Cycle(s) 09/19/2025 To 10/03/2025 - Life Secure LTC
4763	10/08/2025	Payroll	1	55116	NFOP Labor Services Division	226.50	Pay Cycle(s) 09/19/2025 To 10/03/2025 - FOP - Police Labor Services
4764	10/08/2025	Payroll	1	55117	Olympic Mountain Lodge #23	40.50	Pay Cycle(s) 09/19/2025 To 10/03/2025 - Olympic Mountain Lodge Dues
4765	10/08/2025	Payroll	1	55118	Teamster Local 252	505.50	Pay Cycle(s) 09/19/2025 To 10/03/2025 - Teamsters Union Local 252
4766	10/08/2025	Payroll	1	55119	UNUM Life Insurance Co	72.90	Pay Cycle(s) 09/19/2025 To 10/03/2025 - UNUM
4767	10/08/2025	Payroll	1	55120	Umpqua Bank	87.50	Pay Cycle(s) 09/19/2025 To 10/03/2025 - Sunshine Fund
5051	11/05/2025	Payroll	1	55163		3,802.93	2025 Fireman Payroll
5052	11/05/2025	Payroll	1	55164		902.10	2025 Fireman Payroll
5053	11/05/2025	Payroll	1	55165		390.37	2025 Fireman Payroll
5054	11/05/2025	Payroll	1	55166		2,343.30	2025 Fireman Payroll
5055	11/05/2025	Payroll	1	55167		413.27	2025 Fireman Payroll
5056	11/05/2025	Payroll	1	55168		1,230.54	2025 Fireman Payroll
5057	11/05/2025	Payroll	1	55169		54.30	2025 Fireman Payroll
5058	11/05/2025	Payroll	1	55170		577.36	2025 Fireman Payroll
5059	11/05/2025	Payroll	1	55171		1,887.40	2025 Fireman Payroll
5060	11/05/2025	Payroll	1	55172		1,612.44	2025 Fireman Payroll
5061	11/05/2025	Payroll	1	55173		734.07	2025 Fireman Payroll
5062	11/05/2025	Payroll	1	55174		1,093.05	2025 Fireman Payroll
5063	11/05/2025	Payroll	1	55175		581.32	2025 Fireman Payroll
5064	11/05/2025	Payroll	1	55176		1,639.90	2025 Fireman Payroll
5065	11/05/2025	Payroll	1	55177		1,055.49	2025 Fireman Payroll
5066	11/05/2025	Payroll	1	55178		38.20	2025 Fireman Payroll
5067	11/05/2025	Payroll	1	55179		1,452.04	2025 Fireman Payroll

001 Current Expense	103,754.28
102 Street Fund	3,859.37
401 Light And Power Fund	119,074.14
405 Water Fund	31,738.69
407 Sewer Fund	27,409.32
409 Storm Water Fund	7,899.31
413 Ambulance Fund	315.13

294,050.24 Payroll: 294,050.24

WARRANT/CHECK REGISTER

City Of McCleary

Time: 12:12:32 Date: 11/03

Item 4.

10/04/2025 To: 11/05/2025

Page:

4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
-------	------	------	--------	-------	----------	--------	------

WE, the members of the City Council of the City of McCleary Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for the payment by the City of McCleary City Council.

DATED this _____ day of _____ 2024.

ATTEST:

X _____
Councilmember Simmons

X _____
Councilmember Huff

X _____
Councilmember Schiller

X _____
Councilmember Dahl

X _____
Councilmember Klimek



McCleary Regular City Council Meeting

Wednesday, September 10, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/join/83111433361>

Meeting ID: **881 1143 3361**

(253) 215-8782

Meeting was called to order by Councilmember Brycen Huff, Mayor Pro Tem, at 6:32pm. After the flag salute, roll call was taken by City Clerk Treasurer Jamie Vinyard.

PRESENT

Councilmember Jacob Simmons

Councilmember Brent Schiller

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Andrea Dahl

Councilmember Keith Klimek

Moment of Silence

There were audio issues for the first 7.5 minutes of the Zoom meeting.

A moment of silence was recognized for the Minnesota school shooting victims and the 24th Anniversary of the 9/11 attacks.

1. For the Minnesota school shooting victims, presented by Councilmember Brycen Huff, Mayor Pro Tem

Agenda Modifications/Acceptance

None.

Announcements

2. Bear Fest Proclamation

Councilmember Huff, Mayor Pro Tem read the Bear Fest Proclamation and Council thanked the volunteers for their service.

Public Comment - Agenda Items Only

3. 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.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Skipped.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

4. Introduction of Mark Studer; by City Administrator Jon Martin

Mark Studer introduced himself, there was then further issues with the sound. He spoke about the planned subdivision.

Councilmember Huff, Mayor Pro Tem mentioned Mark Studer's interest in annexation, to which Mark Studer elaborated. He also mentioned past projects that he had worked on.

Councilmember Dahl asked how many acres the planned subdivision is to which Mr. Studer replied approximately 43.

Councilmember Huff, Mayor Pro Tem asked how many homes were planned, to which Mr. Studer replied 65 - 70 homes, depending on retention pond and additional requirements.

Councilmember Dahl asked what the timeline was for the project, Mr. Studer replied as soon as possible once the annexation and other requirements are completed.

Consent Agenda

5. Claims Agenda

The following items are distributed to Councilmembers 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 a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 54870 to 54976 including EFT's dated 08/11/25-09/05/25 in the amount of \$496,690.01

ii. Approval of payroll disbursement for August 2025 in the amount of \$209,049.70 (Period: 08/01/25-08/15/25 \$143,009.16 for 08/20/25 payroll. Period 08/16/25-08/31/25 \$66,040.54 for 09/05/25 payroll).

(There were issues with the recording at this point, the minutes for the Claims Agenda has been drafted based on notes taken at the meeting).

Councilmember Dahl asked if the payout for the police department was completed.

City Clerk Treasurer Vinyard informed her it was not.

Motion made by Councilmember Dahl to approve the Consent Agenda and Minutes, Seconded by Councilmember Klimek.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller

Motion was approved.

6. Meeting Minutes:

July 08, 2025 Regular City Council Meeting

August 13, 2025 Regular City Council Meeting

August 21, 2025 Special Council Meeting

Minutes approved with the Consent Agenda.

Updates

7. Staff Updates - Building Dept., Finance & Administration, Light & Power, Police Dept., Public Works, and Water & Wastewater

Councilmember Dahl asked Chief Miskell about replacing firearms as discussed in the Safety Meeting. Chief Miskell replied that prices are being checked with different vendors.

Councilmember Dahl asked about Civil Service meeting establishing Officer Watts as a provisional officer. Chief Miskell confirmed that he is filling the open position.

Councilmember Dahl asked additional questions regarding specifics of provisional officer and reserve officers to which Chief Miskell replied.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

Councilmember Huff, Mayor Pro Tem, asked about WADOT's approval to move the radar sign. Chief Miskell responded that the approval has been finalized and it will be moved next week. Permit radar sign is good for 5 years.

Councilmember Dahl asked about the issue with the water that was reported by Public Works, City Administrator Jon Martin described the low flow with water with a residence.

Councilmember Schiller asked about the billing issue with Mason County Fire District, City Clerk Treasurer Vinyard reviewed the steps that led to the discovery of the underbilling of invoices over the last 12 years and that she is working with the Mason County Fire District and City Attorney Madison Pleasant to recoup the funds that should have been invoiced for.

Councilmember Dahl asked about the 3 power outages, how the system was working and what caused the power outages.

Sr. Lineman Paul Nott provided the details including an accident with an animal, a blown jumper, and a fault.

8. Budget Update; presented by City Clerk Treasurer Jamie Vinyard.

City Clerk Treasurer reviewed the 2025 Budget, which is currently on target.

She then discussed the 2026 Budget, stating that she has received input from department heads, next week Administration be working on the preliminary 2026 budget to submit to the Mayor and bring back to the Council.

She asked if the Council has any input regarding 2026 Budget items to submit to herself or City Administrator Martin.

Councilmember Dahl mentioned that the last Finance meeting, which needs to be coordinated with Councilmember Simmons

9. Annexation Process: presented by City Administrator Jon Martin and City Attorney Madison Pleasant
City Administrator Martin reiterated that Mark Studer's has submitted the paperwork for the annexation of his property.

The process of annexation would be the petition filing, notice of land use intention, Council accepts, rejects, or modifies proposal. If the Council votes no, there is no appeal process. If Council votes yes, then public hearing, marking of the property, then goes to County Accessor. Next Grays Harbor boundary review board, where public comment is heard by the review board. Finally filing with all of the necessary agencies.

City Administrator Martin notes that this is process is only regarding annexation of the land, not actual building. Also notes, if the annexation does not go through, the property owner can still build on the land, it would just be considered as part of the County and not part of the City.

Councilmember Huff, Mayor Pro Tem mentions that a conversation needs to be had with the school district and it's capacity. He feels this development is more reasonable than the previous proposed project of 200 houses.

To which City Administrator Martin replied that when development plans are started, conversations with the schools will be important as well as having the Planning Commission started back up.

Councilmember Schiller asked about the required Public Works services that would be necessary. City Attorney Pleasant said that would be a post-annexation discussion, not a pre-annexation discussion.

10. Aquifer Study; presented by City Administrator Jon Martin

City Administrator Martin presented a Powerpoint of the Wildcat Creek Aquifer that supplies the City of McCleary's water.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

The current data supports that the aquifer is a stable water supply when properly managed.

The average water level is 15 feet below ground surface, seasonal variation is only 3 feet as opposed to a typical drop of 10 - 15 feet, per the report.

Current system meets all state requirements; there are some 4-inch mains that need replacement to support fire flow.

Councilmember Huff, Mayor Pro Tem asked about the effect of drought or climate change. City Administrator Martin said that the aquifer would not be affected unless it was an extreme drought.

Councilmember Dahl suggested adding the Powerpoint to the City of McCleary website.

Old Business

11. Change of Government Discussion; present by Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Huff, Mayor Pro Tem reviewed the ongoing conversation being had to either change the form of government from Mayor-Council to a Council-Manager format. Versus updating or re-writing some ordinances to give the Council more power and restrict the Mayor.

He asked which idea if any would the Council like to proceed with as time is running out.

Councilmember Schiller says he supports changing the form of government.

Councilmember Huff suggest revisiting some of the City ordinances.

Councilmember Simmons and Klimek agree that they also support changing to a Council-Manager form of government.

City Attorney Pleasant suggest having a committee to assist with locating the ordinances that will need to be update.

Councilmember Klimek made a motion to draft a resolution for a change in the form of City government, Motion seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller

The motion is approved.

Public Comment - City Business Only

Gary Atkins, McCleary citizen, thanked the Council for minutes for public speaking. He also mentions a pending lawsuit.

Executive Session

12. Per RCW 42.30.110 (1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, litigation, or potential litigation.

Executive session called at 7:32 pm to last 30 minutes. An additional 15 minutes added to the Executive session which convened at 8:16pm with no action taken.

Council meeting resumed at 8:16pm.

Council Comments

Councilmember Huff, Mayor Pro Tem, stated that the National Night Out went well. He reminded everyone of the City-Wide garage sale that is the weekend of the 19th.

City Administrator Comments

City Administrator Martin confirmed that the Chip Seal project is completed.

He thanked Dalyn Davis for issuing door tags for code enforcement and the positive compliance that has resulted.

He mentioned issues with citizens regarding retention pond access for the City, he said conversations with the citizens have been going well.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

Conversation being had with citizens regarding building of new homes, and that while growth is good, it needs to be managed well, and a Planning Commission could assist with this item.

He brought up that outsourcing will need to occur once building begins. He notified the Council of another audit that is being done by CETA (Clean Energy Transportation Act) and that the City would be charged for the audit.

City Clerk Treasurer Vinyard stated that audits for years 2022, 2023 with CETA had not been complete but that the auditor was willing to combine the previous years audits with the current audit to save money.

Councilmember Schiller had a question regarding work done on the sidewalk curbs which City Administrator Martin responded to that it was a TIB requirement to keep cars from cutting corners.

Councilmember Dahl mentioned that the notification that was provided to the public during the sidewalk project went well.

Adjourn

Motion made by Councilmember Klimek to adjourn the meeting, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller

Motion was approved. Meeting adjourned at 8:26pm.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.



McCleary Regular City Council Meeting

Wednesday, September 24, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=85881521008>

Meeting ID: 787 855 3789

(253) 215-8782

Meeting was called to order by Councilmember Brycen Huff, Mayor Pro Tem, at 6:31pm, roll call was taken by City Clerk Treasurer Jamie Vinyard.

PRESENT

Councilmember Jacob Simmons (joined via phone at 6:39pm)

Councilmember Brycen Huff, Mayor Pro Tem

Councilmember Brent Schiller

Councilmember Andrea Dahl

Councilmember Keith Klimek

ABSENT

Mayor Chris Miller

Motion made by Councilmember Dahl to excuse Councilmember Simmons from the meeting, seconded by Councilmember Klimek.

Voting Yea: Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek

Motion approved.

Motion made by Councilmember Dahl for Councilmember Jacob Simmons to join the meeting at 6:39pm, seconded by Councilmember Schiller.

Voting Yea: Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek

Motion approved.

Agenda Modifications/Acceptance

None

Public Comment - Agenda Items Only

1. 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.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

Gary Atkins, McCleary resident, requested info for public in regard to the change of government. He also asked if the same Council would remain if there were a change of government, to which he received a yes response.

Item 5.

Consent Agenda

2. Claims Agenda

The following items are distributed to Councilmembers 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 a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 54984 to 55034 including EFT's dated 09/06/25-09/18/25 in the amount of \$502,985.06

Councilmember Huff, Mayor Pro Tem, read the Consent Agenda.

Councilmember Dahl, asked about a payment to Outifi and the public defender contract to which City Administrator Jon Martin replied.

Motion made by Councilmember Klimek to approve the Consent Agenda, seconded by Councilmember Dahl.

Voting Yea: Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek

Motion approved.

Updates

3. Budget

City Clerk Treasurer Vinyard presented preliminary Budget revenues estimates. There will be an estimated 1% increase in sales tax, a 1/% increase in real estate (property tax), and a conservative 2% increase in interest.

4. SAO CETA Audit

City Administrator Jon Martin discussed the SAO CETA Audit, which he said did not do well. One of the items addressed by the audit was the City's lack of a low-income discount for utilities. He said this item will be address during the budget process so that a program can be put in place.

Councilmember Dahl asked if there was a timeline to complete the process, to which City Administrator Martin replied, prior to the next audit.

Councilmember Schiller asked if any fines were being imposed, to which City Administrator replied that the auditors had no details regarding fines.

New Business

5. Public Records Request Policies and Procedures, a discussion item; presented by City Clerk Treasurer Jamie Vinyard.

City Clerk Treasurer Vinyard discussed updating the current Public Records Policy to provide clarity and transparency to the public regarding the policy and procedures regarding the process.

Councilmember Schiller asked what the specific updates are, to which City Clerk Treasurer replied that they were highlighted in yellow.

City Clerk Treasurer Vinyard requested a motion from the Council to have City Attorney Madison Pleasant move forward to with a Resolution to make the requested changes.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary as un proveedor de igualdad de oportunidades y el empleador.

City Administrator Martin added that this update was a result of visitors that questioned the City's public records request policies and the City wanting to update the policy to be in line with state policies.

Councilmember Klimek had a question regarding public records requests submitted by mail. To which City Clerk Treasurer Vinyard responded.

Councilmember Huff, Mayor Pro Tem asked about having a portal for public records requests. City Clerk Treasurer Vinyard provided info about the research being done on having a system that works on public records request.

Councilmember Klimek asked about the process for submitting a verbal request, to which Deputy City Clerk Nakisha Pryor replied and there was additional discussion.

It was discussed that the Policy Committee would be with City Clerk Treasurer Vinyard to discuss the details of updating the policy.

Ordinances and Resolutions

6. Change of Government Resolution; presented by City Attorney Madison Pleasant

City Attorney Madison Pleasant asked if there were any questions regarding the Change of Government Resolution.

Councilmember Huff, Mayor Pro Tem, said that he is ready to move forward as there is time to educate the public on the details prior to the item being placed on the ballot for the special election.

Councilmember Dahl asked for the cost of the special election, to which City Attorney said that we would find out the cost once a formal request was submitted.

Councilmember Huff, Mayor Pro Tem read aloud Resolution 782.

Councilmember Keith Klimek asked if the votes supported the change of government in the February 2026 special election, when the new form of government would take effect? City Attorney Pleasant said that it would be once the proper officers were put into position.

Motion made by Councilmember Schiller to adopt Resolution 782, seconded by Councilmember Dahl.

Voting Yea: Councilmember Simmons, Councilmember Huff, Councilmember Schiller, Councilmember Dahl, Councilmember Klimek

Motion approved and Resolution 782 adopted.

Public Comment - City Business Only

7. 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.

NOTICE: Per RCW 42.17A.555 the use of public facilities to support or oppose candidates or ballot issues is prohibited. Members of the public and the legislative body are not allowed to speak in support of, or in opposition to, a ballot measure or individual candidacy during an open public meeting. Please refrain from raising campaign issues when addressing the Council.

Please note that this is for comment only, and the council or staff cannot engage in conversations with the public.

Gary Atkins, McCleary resident, asked how to get in touch with Councilmembers by phone or email. He also wanted to let Chief Miskell and City worker Joe Pittman know that they did a good job in handling the "auditors" and suggested getting "no access" signs for City property.

Lucas (no last name provided), McCleary resident, brought up the feral cat situation in the City and the effect that it is having on his property and requested the Council to do something about the issue.

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.

Council Comments

Councilmember Huff, Mayor Pro Tem, asked Chief Ryan Miskell or City Attorney Pleasant where the City is at on the cat issue.

City Attorney Pleasant replied that the City currently has no way to enforce the cat issue. Chief Miskell said that the City has been enforcing the items that could be enforced, like yard clean up.

Councilmember Huff, Mayor Pro Tem, asked about "authorized personnel only" signs to which City Administrator Martin replied, they have been ordered.

City Administrator Comments

City Administrator Martin discussed the City's Purchasing Policy. The last audit found that while we were adhering to state policy, we weren't meeting the City's policies.

He described the impact of the City's policies were having on the Lights & Power department which has orders that exceed the current limits of the City's Purchasing Policy.

He requested that the Policy Committee and City Attorney take a look at the Purchasing Policy to update.

City Administrator Martin stated that the Chip Seal project has been completed, and money was saved in administrator costs. He also mentioned the possibility that grants of \$500K and \$250K have been awarded for improvements made to BeerBower Park. Also, a potential third grant may be awarded to upgrade the baseball field.

Next City Administrator Martin addressed the two "auditor" visitors that visited the treatment plant and City Hall (in regard to public records requests). He said the visit made us aware of item that need to be put into place and update. He also thanked the police for how they handled the situation.

Adjourn

Motion made by Councilmember Dahl to adjourn the meeting, seconded by Councilmember Klimek.

Meeting adjourned at 7:16pm

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request.

The City of McCleary is an equal opportunity provider and employer.

La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador.



City of McCleary: **STAFF REPORT**

To:	Mayor Miller and City Council Members
From:	Dalyn Davis
Date:	Nov. 1st, 2025
Department:	Building Permitting/Conservation Program/Public Works

Good evening, Mayor, and Council,
I wanted to take a moment to provide an update on some crucial matters that have been unfolding in the city of McCleary.

Complaints:

Code Enforcement matters include: **8.16.20 (4)(6)(7)(8)(11)(13)(15)(16)(25)**

A request was sent for citation regarding case number 25-0054 on 10/31/25. Nuisance was abated regarding case 25-0043-50, and a thank-you letter was sent. Nuisance was abated regarding case 25-0056, and thank-you letter was sent. Comments regarding case number 25-0006, further discussion is needed for compliance (4). Need more details from the city attorney on how to proceed.

Building Department

ACTIVITY	TOTAL	Notes
Customer Service	13	
Building Permits Issued	0	
Plan Reviews	0	
Inspections Performed	11	
Complaints Received	0	
Code Violations Identified	2	Code 8.16.020 (4)(6) (7c)(8)(11)(13-1)(15)(20)(25)
Communications	5	Courtesy notices were issued regarding nuisances.
Nuisance Letters Sent	3	
Thank you, Compliance Letters	2	
Lemay's Garbage Letters Sent	1	

Conservation Program

Month	Applications Received	Conservation Permits Issued	Rebates Paid This Month	Total Rebates Paid to Date
Oct.	1	0	\$800	\$12,319.80

City of McCleary

STAFF REPORT

To:	Mayor and Council
From:	Jamie Vinyard, Clerk-Treasurer
Date:	October 30, 2025
Department:	Finance & Administration

Finance & Administration:

We are staying busy with on-going annual budget items, union negotiation details and the regular day-to-day operations in finance and administration.

In the month of October, we recovered nearly 10k in labor and permit fees that were outstanding from 2023 & 2024.

Budget billing calculations are underway with true-ups due by 12/15/25 for customers who utilize this method for their utility accounts.

Below are updated metrics on Public Records Requests:

	A	B	C	D	E	F
	Public Records Metrics	PRR RECEIVED	PRR COMPLETE	PRR OUTSTANDING	EXTENSIONS	TOTAL TIME LOGGED
1						
2	JAN 2025	1	0	1		0
3	FEB 2025	5	1	5		2 hours
4	MAR 2025	4	4	5		6 hours
5	APR 2025	4	7	2		7 hours
6	MAY 2025	6	2	6		5 hours
7	JUN 2025	2	2	6	4	13.25 hours
8	JULY 2025	3	6	3	0	9.75 hours
9	AUG 2025	6	3	6	1	10 hours
10	SEPT 2025	12	8	10	1	36.5 hours
11	OCT 2025	6	10	6	1	21.75 hours
12	NOV 2025					
13	DEC 2025					
14						
15	TOTALS	49	43	6		125.25
16						
17						
18						
19	As of 10.28.25 Averages	As of 10.28.25 Highest				
20						
21	Average Hours per PRR	2.91	Highest Hours per PRR	24.00		
22	Average Cost per Hour	\$ 38.50	Average Cost per Hour	\$ 38.50		
23	Average PRR Cost	\$ 112.14	Highest PRR Cost	\$ 924.00		
24	Average PRR per year	64	Average PRR per year	64		
25	Average Hours per year	186.42	Average Highest Hours per year	1536.00		
26	Average Cost per year	\$ 7,177.12	Average Highest Cost per year	\$ 59,136.00		
27						

We handed out candy at the trick or treat event last week and enjoyed an amazing turn out and such fun costumes.

As November is upon us, we will begin to archive files and records in preparation for the new year.

Please reach out with any questions.

Jamie Vinyard
Clerk-Treasurer



City of McCleary

STAFF REPORT

To:	City Council and Citizens
From:	Assistant Fire Chief Odd DeBakker
Date:	October 31, 2025
Department:	Fire Department

Hello all,

Before the end of the year, Grays Harbor fire district 12 will change from utilizing East Grays Harbor Fire Rescue, (EGHFR), as their primary provider of emergency medical services and transport, to Olympic Ambulance. This will only effect members of the community living in the Fire district, not the citizens of McCleary. Their main benefit from this move will be to save their taxpayers money on availability fees and hopefully give them quicker service with a staffed ambulance residing in the service district. It is assumed we will have some adjustments that need to be made but will not affect service to the public.

The fire station is undergoing some needed updates and remodels, to become safer and increase usability. The facility will be getting the old, stained carpet removed and painting the floor of our quarters with a surface we an epoxy coating we can sanitize. Rerouting of the restroom access and some other projects to meet compliance with current WACs. We are currently researching to find an appropriate monitor for the air quality of station and apparatus bays. This will allow us to accurately see how much Diesel exhaust fumes, and other possible carcinogens that our firefighters may be introduced to, and if we need to pursue an exhaust fume extraction system or air scrubbing machines.

We as a department are solely volunteer, and with that being the case, are very manpower limited. We have actively pursued recruitment but have not seen as much success as in years past. Some of the biggest down falls of that, is response time to incidents, inspections and pre fire planning, maintaining of quality records, and general keeping up to date with standards of documenting training and assets. To actively try and mitigate this problem, we are enthusiastically looking into computer program available, the funding for these programs may be about \$5,000 annually.

Thank you for the opportunity and Stay Safe,

Assistant Fire Chief Odd DeBakker



City of McCleary

STAFF REPORT

To:	Council
From:	Paul Nott
Date:	10/30/2025
Department:	Light and Power

Hello All,

Since our last report the crew has responded to 4 outages, replaced a couple more poles, completed the subdivision at the end of Larson Rd. completed the repairs to the trucks from the truck inspections and routine maintenance.

The outage last weekend was due to the windstorm. We had some damage to the Sand Creek and then some trees in the lines behind the wells.

The subdivision at the end of Larson Road is complete.

Once again storm season is right around the corner. We would like to encourage folks that haven't signed up for OUTIFI to do so.

If anyone has any questions or concerns, feel free to contact us...

Paul



City of McCleary

STAFF REPORT

To:	City Council
From:	Chief Ryan Miskell
Date:	November 2025
Department:	Police Department

Department Report:

- **Hiring:**
Police officer testing was conducted in October and included a written exam, physical agility test, and oral board interview. A conditional offer of employment has been extended, and the selected applicant has begun the hiring process. We anticipate filling the open position in December, pending successful completion of all hiring steps.
- **Vehicle Repairs:**
Two department vehicles with minor damage are scheduled for repair soon. Repair estimates have been submitted and are currently awaiting approval.
- **Trunk or Treat / Fill the Cruiser:**
The Trunk or Treat and Fill the Cruiser event was held on October 24, 2025, and had a great turnout of children and parents. The community showed tremendous support by donating items for Fill The Cruiser. All donations have since been delivered to the school.

Chief Ryan Miskell



City of McCleary

STAFF REPORT

To:	Mayor and Council
From:	Jenna Jarvis, Public Works Field Foreman
Date:	October 29, 2025
Department:	Public Works

Hello everyone!

Since the last staff report, we have completed adding a sewer and water service for a new home. During this time, we have also successfully completed our biannual hydrant flushing.

We are also still trying to get in as many projects completed before the rainy season is here to stay. We have material ready to go for blocking the vents at the community center, so animals/rodents can't enter through the foundation. We also got a request to add locks to the outside faucets and outlets at the library.

With the assistance from Dalyn, we are able to clean up RoW (Right of Ways) even more. While we finished up some much-needed vegetation mowing in RoW, we were able to clear some land at the end of W. Oak street. After mowing the area of blackberries this uncovered a lot of trash. We had removed a truck bed, carpet, a bike frame, etc.... We also found a good section of asphalt and cleared the vegetation from the guard rail. We also picked up what looked to be left over building material on city property on the north side of 1597 N. Summit Rd.

Starting this week, we will be focusing more on inside projects such as the fire department living quarters to be up to L&I standards and some much needed organizing in our main shop.

Have a wonderful day!

-Jenna Jarvis



City of McCleary

STAFF REPORT

To:	Mayor Miller and City Council
From:	Kevin Trehwella
Date:	November, 2025
Department:	Water and Wastewater

Wastewater Treatment Plant.

Finally, after 2 years we have the new chiller in place. On October 29th the factory representatives were here to ensure everything was working properly. We are having it run for a one-week test and then will be shutting it down until late April.

Also, the pumps at the Cedar heights Lift station are slowly wearing out. They need to be replaced along with the control panel. The pumps at Cedar Heights cannot be repaired in a cost-efficient manner.

The Water Treatment plant has now been operational for 12 years. It is operating very well.

Kevin Trehwella



GRAYS HARBOR COUNTY

STATE OF WASHINGTON

Item 7.

Dan Lindgren
ASSESSOR

Shawn D. Hill
TREASURER

October 14, 2025

Jenna Amsbury
100 S. 3rd St.
McCleary, WA 98557

Dear Jenna Amsbury,

Levy: 699006000 City of McCleary Basic

Each year adjustments are made to the tax rolls AFTER the taxes have been calculated and billed. These changes both increase and decrease the amount of tax your district can collect. When the sum of these changes results in a net decrease to the amount of tax you can collect, the law allows you to impose a refund levy to recover those lost tax dollars.

RCW 84.69.180 authorizes taxing districts to levy a refund levy to recover taxes that were refunded and/or canceled during the last twelve months. The refunds/net cancellations for the year October 1, 2024 thru September 30, 2025 are eligible for recovery through a refund levy in 2025 for the City of McCleary Basic Fund is shown in option (a) below.

Your legislative body is responsible for determining if they wish to levy all, part or none of these lost tax revenues. Please be aware that regular (non-voted) levies may be limited or eliminated by statutory levy rate limitations.

Please select from one of the following options to (a) re-levy ALL of your net lost revenue, (b) re-levy PART of your net lost revenue or (c) re-levy NONE of your net lost revenue.

- (a) ☐ GH County hereby certifies a refund levy in its General Fund for collection in 2026 in the amount of \$202.52 to recover net refunds/cancellations. If this number is NEGATIVE, there is nothing eligible for the refund levy.
- (b) ☐ GH County hereby certifies a refund levy in its General Fund for collection in 2026 in the amount of \$_____ to recover a portion of the net refunds/cancellations reflected in (a) above.
- (c) ☐ GH County does NOT WISH TO RE-LEVY ANY of its General Fund net refunds/cancellations during the 2025 tax year.

District Representative Signature

Date

District Representative Name & Title (Please Print)

Sincerely,

Shawn D. Hill

Grays Harbor County Treasurer

Please choose (a); (b), including amount; or (c) then sign, date, and return on or before November 30, 2025 to:

**Grays Harbor County Assessor
Attn: Brian Morrill
100 W. Broadway, Suite 21
Montesano, WA 98563**

To: Mayor Chris Miller and City Council Members

From: Tara Dunford, CPA

Date: November 5, 2025

Re: Ordinance No. **896** Property Tax Levy for 2026

ATTACHMENTS: Ordinance No. **896**

TYPE OF ACTION: None. First read.

Discussion: The City must adopt a tax levy ordinance in order to levy property taxes for 2026. The attached ordinance pertains to the regular levy only, exclusive of additional revenue from new construction. The attached ordinance presumes an increase of the maximum allowable (1%) plus levying for banked capacity. Amounts for this ordinance are provided by Grays Harbor County and are calculated as follows:

Step 1: Calculate 2026 levy based on maximum allowable increase (1%)

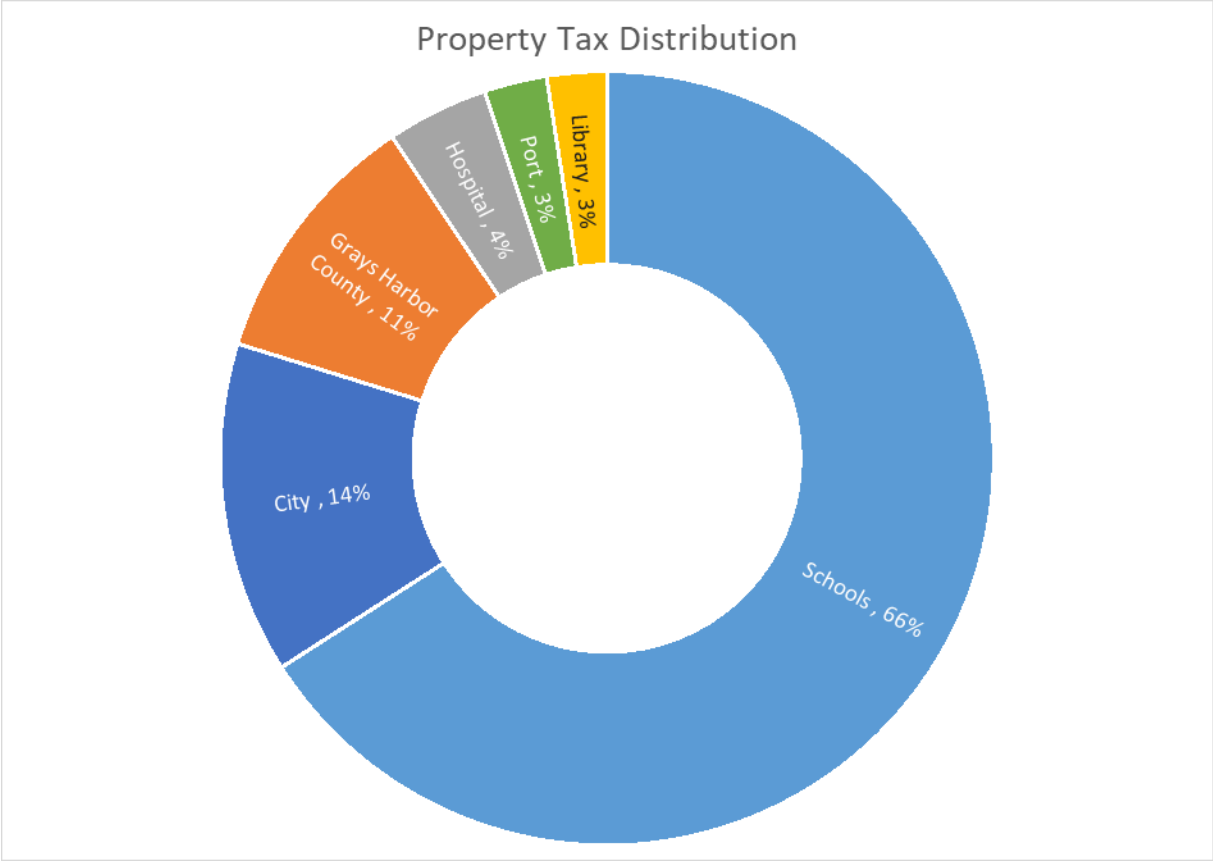
Highest lawful regular levy	\$353,424
x 101 percent equals	\$356,958

Step 2: Calculate change from prior year levy

2026 levy	\$356,958 (calculated as shown above)
Less: actual 2025 levy	\$354,948
Dollar increase equals	\$2,010
Percent increase equals	.5688%

Additional revenues related to administrative refunds and new construction are not required to be included in the tax levy ordinance but will be included in the levy certification provided to Grays Harbor County. The actual percent increase for 2026 is less than 1% due to administrative refunds of \$1,524 which were included in the 2025 actual levy, but which are excluded from the calculation of highest lawful levy. The cost of the 1% increase per \$1,000 of assessed valuation is approximately \$.01273. The annual impact on homes at various assessed valuations is as follows:

\$300,000 - \$3.82
 \$400,000 - \$5.09
 \$500,000 - \$6.36
 \$600,000 - \$7.64
 \$700,000 - \$8.91
 \$800,000 - \$10.18
 \$900,000 - \$11.46
 \$1,000,000 - \$12.73



ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF MCCLEARY RELATING TO THE
ESTABLISHMENT OF THE REGULAR AD
VALOREM TAX LEVY FOR THE YEAR 2026;
MAKING FINDINGS; AND RESERVING RIGHTS.**

RECITALS:

WHEREAS, the City Council of the City of McCleary has met and is considering its budget for the calendar year 2026; and

WHEREAS, the City of McCleary has properly given notice of a public hearing held on October 22, 2025, pursuant to RCW 84.55.120; and

WHEREAS, after such hearing and after duly considering all relevant evidence and testimony presented, the City Council has determined that in order to discharge its expected expenses and obligations the City requires an increase in property tax revenue from the previous year; and

WHEREAS, the City's actual levy amount from the previous year was \$354,948; and

WHEREAS, the City has a population of less than 10,000 citizens; and

WHEREAS, RCW 84.55.120 requires that all property tax increases must be adopted by ordinance and specifically identify the dollar and percentage change from the prior year;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY, THE MAYOR CONCURRING:

SECTION 1: Be it ordained by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2026 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$2,010, which is a percentage increase of 0.5688% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

SECTION 2: This ordinance is based upon the information from the Office of the County Assessor as to amounts and calculations, as well as advice from County officials that this ordinance can be amended to modify the tax rate established herein by adoption of an appropriate amendatory ordinance. The City specifically reserves the right to take such amendatory action up to and including the last day allowed. Upon execution by the Mayor, a certified copy of this Ordinance shall be provided to the appropriate officials of the County so as to provide for appropriate assessment.

SECTION 3: SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional, and if for any reason this Ordinance should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

SECTION 4: CORRECTIONS. Upon approval of the Mayor and City Attorney, the Clerk-Controller and the Code Reviser are authorized to make necessary corrections to this

ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or ordinance number and section/subsection numbering.

SECTION 5: EFFECTIVE DATE. This Ordinance shall take effect upon the fifth day following date of publication.

PASSED this 5th day of November 2025, by the City Council of the City of McCleary, and signed in authentication thereof this 5th day of November 2025.

CITY OF McCLEARY:

Chris Miller, Mayor

ATTEST:

Jamie Vinyard, City Clerk-Treasurer

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney



NOTICE OF INTENT TO PETITION FOR ANNEXATION

NOTICE OF INTENT TO PETITION FOR ANNEXATION

TO: McCleary City Council
City of McCleary
100 S. 3rd St
McCleary, WA 98557

WE, the undersigned, being the owners of not less than ten percent (10%) in value (according to the assessed valuation for general taxation), of the real property described on Exhibit "A" attached hereto, lying contiguous to the City of McCleary, Washington, do hereby advise the City Council of the City of McCleary that it is the desire of the undersigned residents to commence annexation proceedings in accordance with RCW 35.13.125.

It is requested that a public meeting be held within sixty (60) days to determine if the City will accept, reject, or geographically modify the proposed annexation; whether it shall require the simultaneous adoption of a proposed zoning regulation; and whether it shall require the assumption of existing city indebtedness by the area to be annexed.

It is acknowledged that this petition may consist of a group of pages containing identical text material and it is intended by the signers of this Notice of Intent that they be presented and considered as one Notice of Intent.

WARNING: Every person who signs this petition with any other than his true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he is not a legal voter, or signs a petition when he is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

(Names of the petitioners should be in identical form as the same appear of record in the chain of title to the real estate. All owners must sign.)

Property Owner Name (PLEASE PRINT)	Property Owner SIGNATURE	Street Address	Parcel Number	Date Signed
Ranch 21 Camp Creek LLC.	Mark Studer [Signature]	No address assigned	180501320000	10/21/25

[illegible]

FOR OFFICE USE

Date Received: _____

Valuation of Submitted Properties: _____

60-Day Deadline: _____

Percentage: _____ Verified By: _____

RESOLUTION NO. _____**A RESOLUTION ACCEPTING A PETITION FOR
ANNEXATION OF RANCH AT CAMP CREEK
LLC'S PROPERTY AND INITIATING THE
ANNEXATION REVIEW PROCESS.****R E C I T A L S:**

WHEREAS, on October 21st, 2025, the City received a “Notice of Intent to Petition for Annexation” of certain properties identified on Exhibit A and further identified as the “Ranch at Camp Creek LLC Annexation”; and

WHEREAS, the annexation petition represents over 10% of the assessed valuation of the area proposed for annexation to the City of McCleary; and

WHEREAS, according to RCW 35.13.125 not less than 10% of the residents of an area to be annexed or the owners of not less than 10% in property value, according to the assessed valuation for general taxation of the property for which annexation is petitioned, shall notify the legislative body of the city or town in writing of their intention to commence annexation proceedings; and

WHEREAS, under RCW 35.13.125, the legislative body is to hold a meeting not later than sixty days after the filing of the petition with the initiating parties to determine whether the city would accept, reject, or geographically modify the proposed annexation, whether it shall require the simultaneous adoption of the comprehensive plan, and whether it shall require the assumption of all or any portion of existing city indebtedness;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY, THE MAYOR CONCURRING:

SECTION 1: The City Council for the City of McCleary hereby accepts as sufficient the petition for annexation of properties to the City of McCleary for further evaluation in accordance with City regulations and State law with the proposed annexation boundary as shown on Exhibit A.

SECTION 2: The City Council directs City staff to commence with the annexation process, including development of documents such as ordinances and supporting documents to comply with RCW 35.13.125 and the Boundary Review Board process.

SECTION 3: If the annexation is approved, the City will require use of the annexed area consistent with McCleary's Comprehensive Plan and require the annexed area to assume its fair share of the City's indebtedness.

PASSED this ____ day of _____, 2025, by the City Council of the City of McCleary, and signed in authentication thereof this _____ day of _____, 2025.

CITY OF McCLEARY:

Brycen Huff, Mayor Pro-Tem

ATTEST:

Jamie Vinyard, City Clerk-Treasurer

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney