



McCleary Regular City Council Meeting

Wednesday, July 09, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Agenda

Join Zoom Meeting

Meeting ID: 874 3520 7329

<https://us06web.zoom.us/j/87435207329>

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Moment of Silence

1. For Coeur d'Alene Firefighters, presented by Councilmember Brycen Huff, Mayor Pro Tem

Moment of Silence

2. For the Texas Flood Victims; presented by Councilmember Brycen Huff, Mayor Pro Tem

Agenda Modifications/Acceptance

Announcements

3. Opening for the Civil Service Commission
4. Opening for the Planning Commission

Public Hearing

5. A Public Hearing to discuss the 2025 Budget Amendment

Public Hearing

6. A Public Hearing to discuss the 6-year TIB Resolution

Special Presentations

7. Civil Service Commission; presented by City Administrator Jon Martin and Police Chief Ryan Miskell
8. Summit Pacific Medical Center: Hospital Expansion and Updates; presented by Josh Martin.
(Due to the large file size, presentation materials will be printed separately).

Public Comment - Agenda Items Only

9. 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

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. Claims Approval:

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 54666 to 54752 including EFT's dated 06/06/25-07/03/25 in the amount of \$289,106.53

ii. Approval of payroll disbursement for June 2025 in the amount of \$220,549.05

(Period: 06/01/25-06/15/25 \$131,195.31 for 06/20/25 payroll. Period 06/16/25-06/30/25 \$89,353.74 for 07/05/25 payroll).

11. Meeting Minutes

Updates

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

New Business

13. Funding for National Night Out; presented by Councilmember Huff, Mayor Pro Tem

Old Business

None.

Ordinances and Resolutions

14. 2025 Budget Amendment Ordinance

15. 6-Year TIB Resolution

16. Grays Harbor County Emergency Management Plan; by Hanna Cleverly

Public Comment - City Business Only

17. Public comment is limited to a maximum of three minutes per person.

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Council Comments

City Administrator Comments

Adjourn

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ATTACHMENT A

2025 Budget Amendment #1

Amending Attachment A to Ordinance

Fund	Revenues		
	Original	Amended	Increase (Decrease)
001 - Current Expense	1,485,460	1,510,460	25,000
002 - Current Expense Reserve	-	-	-
102 - Street Fund	623,055	623,055	-
120 - Street Reserve	-	-	-
122 - Fire Levy LID Lift	-	-	-
301 - Real Estate Excise Tax	35,000	35,000	-
302 - Street Equipment Replacement	-	-	-
304 - Light & Power Equip Replacement	-	-	-
305 - Water Equipment Replacement	-	-	-
307 - Sewer Equipment Replacement	-	-	-
309 - Storm Equipment Replacement	-	-	-
321 - Police Equipment Replacement	-	-	-
322 - Fire Equipment Replacement	-	-	-
336 - Park & Cemetery Equip Replacement	-	-	-
401 - Light and Power	3,858,440	3,858,440	-
405 - Water	1,117,900	1,117,900	-
407 - Sewer	1,167,800	1,167,800	-
409 - Storm Water	210,525	210,525	-
410 - Light & Power Reserve	-	-	-
413 - Ambulance Fund	140,000	140,000	-
421 - Sewer Bond Reserve	146,400	146,400	-
422 - Water Reserve	-	-	-
423 - Sewer Reserve	-	-	-
Total	8,784,580	8,809,580	25,000

Fund	Expenditures		
	Original	Amended	Increase (Decrease)
001 - Current Expense	1,470,493	1,495,493	25,000
002 - Current Expense Reserve	-	-	-
102 - Street Fund	629,620	652,620	23,000
120 - Street Reserve	-	-	-
122 - Fire Levy LID Lift	-	-	-
301 - Real Estate Excise Tax	147,500	147,500	-
302 - Street Equipment Replacement	-	-	-
304 - Light & Power Equip Replacement	-	142,000	142,000
305 - Water Equipment Replacement	-	22,000	22,000
307 - Sewer Equipment Replacement	-	-	-
309 - Storm Equipment Replacement	-	-	-
321 - Police Equipment Replacement	-	-	-
322 - Fire Equipment Replacement	-	-	-
336 - Park & Cemetery Equip Replacement	-	-	-
401 - Light and Power	4,012,651	4,012,651	-
405 - Water	889,245	889,245	-
407 - Sewer	949,119	949,119	-
409 - Storm Water	170,776	170,776	-
410 - Light & Power Reserve	-	-	-
413 - Ambulance Fund	140,119	140,119	-
421 - Sewer Bond Reserve	143,700	143,700	-
422 - Water Reserve	-	-	-
423 - Sewer Reserve	-	147,000	147,000
Total	8,553,223	8,912,223	359,000

Fund	Ending Fund Balance		
	Original	Amended	Increase (Decrease)
001 - Current Expense	227,840	227,840	-
002 - Current Expense Reserve	241,181	241,181	-
102 - Street Fund	26,928	3,928	(23,000)
120 - Street Reserve	57,140	57,140	-
122 - Fire Levy LID Lift	211,901	211,901	-
301 - Real Estate Excise Tax	91,147	91,147	-
302 - Street Equipment Replacement	16,940	16,940	-
304 - Light & Power Equip Replacement	220,558	78,558	(142,000)
305 - Water Equipment Replacement	285,571	263,571	(22,000)
307 - Sewer Equipment Replacement	18,416	18,416	-
309 - Storm Equipment Replacement	21,166	21,166	-
321 - Police Equipment Replacement	4,426	4,426	-
322 - Fire Equipment Replacement	107,513	107,513	-
336 - Park & Cemetery Equip Replacement	49,933	49,933	-
401 - Light and Power	496,034	496,034	-
405 - Water	958,868	958,868	-
407 - Sewer	449,660	449,660	-
409 - Storm Water	87,203	87,203	-
410 - Light & Power Reserve	357,539	357,539	-
413 - Ambulance Fund	47,514	47,514	-
421 - Sewer Bond Reserve	11,122	11,122	-
422 - Water Reserve	498,877	498,877	-
423 - Sewer Reserve	152,956	5,956	(147,000)
Total	4,640,433	4,306,433	(334,000)

ATTACHMENT B - Wage Scale & Authorized Positions

<u>Position</u>	<u>2025 FTE</u>	<u>2025 Pay Range</u>			
		<u>Low</u>		<u>High</u>	
Exempt:					
City Administrator	1	117,600		Annual	
Director of Public Works	--				
City Clerk-Treasurer	1	6,848		7,742	Monthly
Police Chief	1	7,000		8,000	Monthly
IBEW:					
Deputy Clerk	1	6,451		Monthly	
Utility Accounts Manager	1	5,689		6,290	Monthly
PW Planning Assistant	1	4,728		5,222	Monthly
Office Clerk	--	4,453		4,923	Monthly
Sr. Journeyman Lineman	1	69.46		Hourly	
Journeyman Lineman	3	58.65		Hourly	
Line Equipment Operator	1	50.63		Hourly	
Lineman in Training	1	50.63		Hourly	
Teamsters:					
Police Records Clerk	0.5	4,546	4,641	4,923	4,734 Monthly
WWTP Manager	1	5,154	4,955	6,443	6,195 Monthly
WWTP Operator II	1	4,480	4,308	5,600	5,385 Monthly
PW Field Crew Foreperson	1	4,480	4,308	5,600	5,385 Monthly
Utility Maintenance II	2	4,040	3,885	5,050	4,856 Monthly
Utility Maintenance I	2	3,581	3,444	4,477	4,304 Monthly
FOP - Police:					
Police Sergeant	--	1	5,710	7,643	Monthly
Police Officer	4	3	5,710	6,948	Monthly
Total Regular FTE	<u>23.5</u>				
Part-time:					
PT Ground Maintenance I	--				
PT PW Summer help	--				
Fire/Stipend:					
Chief	1				
Assistant Chief	1				
Firefighters	16				

Cost Allocation Plan

Background

Indirect cost allocation is a method to determine and assign the cost of central services to the internal users of those services. Cost allocation enables local governments to more accurately account for the complete cost of the services it provides, and to provide a clear/concise method to use in budget development.

Indirect costs include central services costs related to legislative, executive, administration, finance, and legal services.

Cost allocation plans share indirect costs across programs, activities, funds and departments. The term “allocation” implies that there is no precise method for charging indirect costs, however cost allocations should be designed to provide a consistent, reasonable and equitable means to allocate costs.

Funds to Be Charged

An indirect cost allocation plan is intended to charge restricted funds for a fair and equitable portion of central services costs. The City has two fund types that could be eligible for indirect cost allocation – special revenue funds and enterprise funds.

Special revenue funds must be at least partially funded by an externally restricted or internally assigned revenue source; however, the special revenue funds can be, and many are, subsidized by the general fund. Therefore, there is no benefit to be had by including most special revenue funds in the indirect cost allocation plan (increasing expenditures in funds subsidized by the general fund would simply increase the amount of general fund subsidy required).

The City’s enterprise funds must be self-supporting and cannot receive general fund support in the form of subsidization or services provided at no charge. An indirect cost allocation plan is the appropriate way to charge enterprise funds for services provided by the general fund. The City’s current enterprise funds subject to allocation are Light & Power, Water, Sewer, Storm, and Ambulance.

The cost allocation plan shall be developed based on the principle that costs will be split between general government activities (those pertaining to the general fund and special revenue funds) and enterprise activities. Enterprise activities will be further allocated by fund, based on the criteria described below. General government activities will remain in the general fund.

Costs to Be Allocated

The following costs are subject to allocation:

- Salaries, benefits, supplies, training, equipment, etc. associated with:
 - o Mayor and City Council (511)
 - o City Administrator/Mayor (513)
 - o Finance Department (514)
 - o Legal (515)

Costs listed above are paid for out of the general fund and primarily exist for the support of the City as a whole. Costs included in the allocation plan should be administrative in nature and must

be reasonably perceived to benefit all City funds. Therefore, the cost of services such as public safety, street maintenance, community events, etc. are excluded from the plan and are not subject to allocation.

Activities & Measurement Criteria

The activities on which to base allocations and the measurement criteria for those activities are identified in the following table.

ACTIVITIES	MEASUREMENT CRITERIA
Payroll	Salaries/benefits expense
Utility Billing	Total revenue
Accounts Payable	Non-salary expenses
Mayor and Council	Quantity of agenda items
General accounting & administration	Total expenses w/out transfers or debt service
Insurance	Total expenses w/out transfers or debt service

Budget & Accounting Procedures

1/12th of the budgeted overhead allocation for the year will be charged each month.

At year end, actual costs shall be input into the plan and a year-end adjustment processed. The adjustment should be based on actual cost inputs into the plan (i.e., actual costs incurred by the “charging” General Fund departments). The allocation factors (each “receiving” department’s proportionate share) will not be updated as part of the year end adjustment. The purpose of the year end adjustment is to allocate the correct total cost, but not to change the percentages charged to each fund.

The cost allocation plan should be reviewed during each budget development cycle. It is not necessary to update the activities or measurement criteria on an annual basis if the plan has been reviewed for general reasonableness. If significant changes have been made which may affect the overall allocation percentages then the plan should be updated. The plan should be updated at least every three years.

Costs Excluded from Allocation

- A) This plan assumes that Public Works staff will begin charging direct time to appropriate funds/departments based on actual hours worked. The existing allocation process will be discontinued.
- B) Insurance will be charged directly based on the following percentages (percent of total expenses, excluding debt service and transfers):
 - 001 General Fund – 22%
 - 401 Light & Power – 48%
 - 405 Water – 11%
 - 407 Sewer – 15%
 - 409 Stormwater – 2%
 - 413 Ambulance – 2%

2025 TIP Priority #	Year Planned (2025-2030)	2026 TIP Priority #	Year Planned (2026-2031)		Project Name	Estimated Costs for 2026-2031 TIP				Fundraising Breakdown			
2025 TIP Approved by City Council June 26,		2026 TIP will be presented to City		WSDOT ID Number		Design Costs	Right of Way Costs	Construction Costs	Total Costs	Federal - 13.5% Match	State - 5% Match	County / Other	Local
1	2026	1	2026	WA-05604	S. 3rd Street Lower	\$532,130	\$178,120	\$1,995,470	\$2,705,720	\$2,340,448			\$365,272
2	2027	2	2027	WA-05611	Summit Road Downtown	\$383,770		\$1,918,800	\$2,302,570	\$1,991,723			\$310,847
3	2028	3	2028	WA-05612	Summit Road "S" Turn Part 1	\$535,980		\$2,143,910	\$2,679,890	\$2,318,105			\$361,785
4	2027	4	2027	WA-05610	Intersection Simpson and Summit	\$653,260	\$55,000	\$3,266,250	\$3,974,510	\$3,437,951			\$536,559
5	2028	5	2028	WA-05607	West Ash Street Part 1	\$384,000	\$110,000	\$1,919,980	\$2,413,980		\$2,293,281		\$120,699
6	2030	6	2030	WA-05613	Summit Road "S" Turn Part 2	\$572,250		\$2,288,960	\$2,861,210	\$2,474,947			\$386,263
7	2029	7	2029	WA-05608	West Ash Street Part 2	\$379,670	\$110,000	\$1,898,260	\$2,387,930		\$2,268,534		\$119,397
8	2027	8	2031	WA-05614	Summit Road North	\$621,420		\$2,485,660	\$3,107,080		\$2,951,726		\$155,354
9	2027	9	2027	WA-05615	S. 4th Street Downtown	\$375,750		\$1,878,740	\$2,254,490		\$2,141,766		\$112,725
10	2028	10	2028	WA-05616	S. 4th Street Residential	\$414,840		\$2,074,140	\$2,488,980		\$2,364,531		\$124,449
11	2029	11	2029	WA-05617	W. Maple Street Downtown	\$542,360		\$2,711,800	\$3,254,160		\$3,091,452		\$162,708
12	2030	12	2030	WA-08006	W. Maple Street Residential	\$518,260		\$2,591,270	\$3,109,530		\$2,954,054		\$155,477
13	2026	13	2027	WA-16013	W. Maple Street Sidewalk	\$60,220		\$461,720	\$521,940		\$495,843		\$26,097
13	2026	14	2026	WA-16014	Hemlock & Main Sidewalks	\$37,720		\$290,280	\$328,000		\$311,600		\$16,400
N/A	N/A	15	2026	WA-16457	S. 6th Street Sidewalk Downtown	\$21,399		\$164,681	\$186,080		\$176,776		\$9,304
N/A	N/A	16	2026	WA-16458	S. 5th Street Sidewalk Downtown	\$22,231		\$171,084	\$193,315		\$183,649		\$9,666
N/A	N/A	17	2026	WA-16459	S. 7th Street Sidewalk Downtown	\$20,564		\$158,251	\$178,815		\$169,874		\$8,941
N/A	N/A	18	2026	WA-16460	Veterans Way	\$40,230		\$202,120	\$242,350		\$230,233		\$12,118
N/A	N/A	19	2027	WA-16461	McCleary Transit Station/Park and Ride	\$19,253		\$148,167	\$167,420	\$133,936			\$33,484
N/A	N/A	20	2027	WA-16462	S. 6th Street Sidewalk Residential Part 1	\$42,239		\$325,056	\$367,295		\$348,930		\$18,365
N/A	N/A	21	2028	WA-16463	S. 6th Street Sidewalk Residential Part 2	\$21,119		\$162,526	\$183,645		\$174,463		\$9,182
N/A	N/A	22	2029	WA-16464	W. Hemlock Street Sidewalk Residential Part 1	\$41,961		\$322,914	\$364,875		\$346,631		\$18,244
N/A	N/A	23	2030	WA-16465	W. Hemlock Street Sidewalk Residential Part 2	\$15,006		\$115,479	\$130,485		\$123,961		\$6,524
N/A	N/A	24	2030	WA-16466	N. 7th Street Residential	\$180,429		\$906,493	\$1,086,922		\$1,032,576		\$54,346
N/A	N/A	25	2030	WA-16468	W. Simpson Ave	\$659,331		\$3,312,544	\$3,971,875	\$3,435,672	\$3,773,281		\$198,594
N/A	N/A	26	2030	WA-16473	W. Oak Street Sidewalk Connection	\$18,051		\$90,689	\$108,740	\$94,060	\$103,303		\$5,437
Total						\$7,113,443	\$453,120	\$34,005,244	\$41,571,807	\$16,226,841	\$25,536,463	\$0	\$3,338,235

Project Descriptions	
S. 3rd Street Lower	Between E. Oak Street and Simpson Ave. 1320 LF. Resurface and repair, New curb and gutter, stormwater, planter strip, sidewalk on both sides with ADA compliant ramps and shared bike lane. Replace water main.
Summit Road Down Town	Simpson to Beck. 1478 LF Resurface, landscaping and/or planter strips and bike lanes; install needed curb, gutter, sidewalk, street lights, street trees, stormwater and parallel parking along both sides of roadway. Replace water main.
Summit Road "S" Turn Part 1	Beck St to E. Wildcat Creek. 1742 LF. Resurface, landscaping and/or planter strips and bike lanes; install needed curb, gutter, sidewalk, street lights, street trees, and stormwater. Replace water main.
Intersection Simpson and Summ	Intersection improvements. Potential roundabout with ADA compliance ramps, walkways, crosswalks, installation of landscaped island. Improve walkability and bicycle access for increased access to local businesses and park.
W. Ash Street Part 1	N. 9th St to N. 7th St. 686 LF. Resurface, landscaping and/or planter strips and bike lanes; install curb, gutter, sidewalk, street lights, street trees, and stormwater. Replace water main.
Summit Road "S" Turn Part 2	E. Wildcat Creek to SR 108 turn. 1640 LF Resurface, landscaping and/or planter strips and bike lanes; install curb, gutter, sidewalk, street lights, street trees, and stormwater. Replace water main
W. Ash Street Part 2	N. 9th to end. 630 LF. Resurface, landscaping and/or planter strips and bike lanes; install curb, gutter, sidewalk, street lights, street trees, and stormwater. Replace water main.
Summit Road North	SR 108 turn to Bear St. 2220 LF. Full Depth Reclamation; Resurface, widen, new curb and gutter, stormwater, sidewalk, planter strips, and bike lanes.
S. 4th Street Downtown	Simpson Ave. to W. Fir St. 740 LF. Full Depth Reclamation; Resurface, widen, new curb and gutter, stormwater, sidewalk, planter strips, bicycle lanes.
S. 4th Street Residential	W. Fir St to 4th St Extension. 1900 LF. Full Depth Reclamation; Resurface, new curb/gutter and sidewalks, stormwater.
W. Maple Street Downtown	S. Main ST to S. 6th ST. 1,080 LF Resurface, planter strips, bike lanes, curb, gutter, street lights, street trees, and stormwater. Replace water main.
W. Maple Street Residential	S. 6th ST to WWTP. 1,190 LF. Resurface, planter strips, bike lanes, curb, gutter, sidewalk, street lights, street trees, and stormwater. Replace water main.
W. Maple Street Sidewalks	S. Main ST to S. 6th St. 1,080 LF. Replace sidewalk on one side. Replace ADA ramps.
Hemlcok & Main Sidewalks	On Hemlock from Main to S. 3rd ST, Replace sidewalks on both sides. On Main from Hemlock to 3rd ST, Replace sidewalk on one side. Replace ADA ramps.
S. 6th Street Sidewalk Downtown	W. Simpson Ave. to W. Maple St. 385 LF. Replace sidewalk on one side. Replace ADA ramps.
S. 5th Street Sidewalk Downtown	W. Simpson Ave. to W. Maple St. 400 LF. Replace sidewalk on one side. Replace ADA ramps.
S. 7th Street Sidewalk Downtown	W. Simpson Ave. to W. Maple St. 370 LF. Replace sidewalk on one side. Replace ADA ramps.
Veterans Way	N. Summit Road to roadblock 185 LF. Resurface and repair, New curb and gutter, stormwater, replace sidewalk on one side and add ADA ramps, replace water main.
McCleary Transit Station/Park an	Resurface and repair, New curb and gutter, stormwater, irrigation, replace water main.
S. 6th Street Sidewalk Residential	W. Fir St. to W. Oak St. 760 LF. Add sidewalk on one side and ADA ramps for safe route to school and connecting loop for Beehive Retirement Community.
S. 6th Street Sidewalk Residential	W. Oak St. to W. Hemlock St. 380 LF. Add sidewalk on one side and ADA ramps for safe route to school and connecting loop for Beehive Retirement Community.
W. Hemlock Street Sidewalk Resi	S. 4th St. to S. 6th St. 755 LF. Add sidewalk on one side and ADA ramps for safe route to school and connecting loop for Beehive Retirement Community.
W. Hemlock Street Sidewalk Resi	S. Main St. to S. 4th St. 270 LF. Add sidewalk on one side and ADA ramps for safe route to school and connecting loop for Beehive Retirement Community.
N. 7th Street Residential	W. Simpson Ave to EOR 635 LF. Resurface, planter strips, bike lanes, curb, gutter, street lights, street trees, and stormwater. Replace water main connecting to new development.
W. Simpson Ave	Intersection of N. Summit Rd. to west exit 1.01 lane miles. Resurface, planter strips, bike lanes, extend sidewalk, curb, gutter, street lights, street trees, and stormwater.
W. Oak Street	Connect sidewalks that exist between S. 3rd Street and S. Main Street, 225 LF, for safe walking paths and for safe travel to school on S. Main Street.

Other Possible Ideas	
Simpson Rail Trail	Create a pedestrian walkway/trail from Summit Road area near Beck Street to City property and back to Summit Road.
Simpson Ash Trail	Create a pedestrian walkway/trail from Ash Street to City Property and back to Summit Road.
Spruce Street - Lowest Rated Street	Reconstruct Spruce Street including replacement of storm drains and related storm-water facilities. Possible curb gutter and sidewalks on both sides. Water and Sewer Main replacements. Possible underground power and communication utilities. Could potentially use a cement treated base if existing ground is sufficient.
8th Street - 2nd Lowest Rated Street	Resurface, landscaping and/or planter strips and bike lanes where possible; install needed curb, gutter, sidewalk, street lights, street trees, and stormwater improvements. Water Main replace.
Oak Street - 3rd Lowest Rated	Resurface, install needed curb, gutter, sidewalk, street lights, street trees, and stormwater improvements. Water Main replace. Sewer extension.
Birch Street - 4th Lowest	Resurface, install needed curb, gutter, sidewalk, street lights, street trees, and stormwater improvements. Water Main replace. Sewer extension.

Re-Occuring Projects (As Funded)	
Pavement Overlay Program- To protect the city's investment in its roadway system, regular maintenance is required. One of the maintenance components includes providing overlays to extend the life of the street surface and protect the roadway base. The ideal program would provide \$412,500 per year of overlay work at various street locations. The locations are currently determined by the pavement management system provided by the TIB. Currently, the city does not have a set budget per year and applys for grants from the Transportation Improvement Board (TIB). The City currently has 9.5 miles of roadway that we are responsible for the pavement. If pavement overlays were on a 20 year rotation, we would be paving about 2,500 feet a year. At current cost for installation of asphalt, that cost is \$412,500 a year.	
Alley Reconstruct and Pavement Patching (annual cost) - Various locations. Develop an annual program to reconstruct and overlay alleys and roadway pavement patching to reduce maintenance costs.	
Crack Seals - Various locations. Develop an annual crack seal program to preserve the City investment in newly constructed and overlaid roads.	
Sidewalk Trip Hazard Elimination - Trip hazards in the existing sidewalk system will be systematically repaired through either removal of affected sidewalk panels, removing the cause of the problem, and re-pouring the panels, or by grinding the problem areas and resurfacing the affected areas.	
Inactive: Chip Seals - Various locations. Develop an annual chip seal program to preserve the City investment in newly constructed and overlaid roads.	

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:49:29 Date: 06/30/2025

Item 10.

06/06/2025 To: 07/03/2025

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2920	06/13/2025	Claims	1	EFT	Insight Public Sector	6,093.61	Additional annual billing Microsoft 365
3017	06/17/2025	Claims	1	EFT	Bonneville Power Administration	135,180.00	APR 2025 Power; APR 2025 Transmission
3018	06/17/2025	Claims	1	EFT	City of McCleary	12,487.16	MAY 2025 utilities
3020	06/24/2025	Claims	1	EFT	Department of Revenue	19,621.89	May 2025 Excise Tax
3032	06/25/2025	Claims	1	EFT	Umpqua Bank	3,550.20	Amazon - 3M prismatic markings; Amazon - 1 hp pump 2" WWTP; Amazon - for decant pumps WWTP; Etrailer - trailer hitch F550 pick up L&P; Amazon - Truck & trailer tie downs L&P; Amazon - Truck & trailer;
3064	06/27/2025	Claims	1	EFT	Wex Bank	4,060.12	Fuel May-2025
2848	06/13/2025	Claims	1	54666	BHC Consultants	2,157.00	MAY 2025 Building Inspection Svcs
2849	06/13/2025	Claims	1	54667	Bayview Building Material	165.47	Water-pressure drain opener; Saws and blades for storm water project
2850	06/13/2025	Claims	1	54668	CW Nielsen Mfg. Corp.	440.00	Uniforms
2851	06/13/2025	Claims	1	54669	Cascade Natural Gas	21.20	ACCT: 114 241 0000 3
2852	06/13/2025	Claims	1	54670	Cascade Natural Gas	21.20	ACCT: 334 241 0000 7
2853	06/13/2025	Claims	1	54671	Cascade Natural Gas	21.20	ACCT: 748 575 0898 5
2854	06/13/2025	Claims	1	54672	Comcast	363.25	ACCT: 8498 37 009 0143370
2855	06/13/2025	Claims	1	54673	Comcast	44.46	ACCT: 8498 37 009 0145854
2856	06/13/2025	Claims	1	54674	Comcast	10.47	ACCT: 8498 37 009 0008664
2857	06/13/2025	Claims	1	54675	Comcast	115.39	ACCT: 8498 37 009 0136911
2858	06/13/2025	Claims	1	54676	Comcast	106.17	ACCT: 8498 37 009 0035840
2859	06/13/2025	Claims	1	54677	Comcast	1,329.40	Phone/internet JUNE 2025
2860	06/13/2025	Claims	1	54678	Crystal Springs	185.90	Water cooler rental
2861	06/13/2025	Claims	1	54679	Department of Transportation	8,216.24	Street sweeping and hand patching; Striping; Striping and sweeping; Striping
2862	06/13/2025	Claims	1	54680	Display Sales	673.00	Nylon with header and grommets
2863	06/13/2025	Claims	1	54681	East Grays Harbor Fire & Rescue	10,681.53	JUNE 2025 Ambulance Fee
2864	06/13/2025	Claims	1	54682	Elma School District	1,360.00	Hanging baskets
2865	06/13/2025	Claims	1	54683	Express Services, Inc.	3,427.20	AP clerk; AP clerk; AP clerk
2866	06/13/2025	Claims	1	54684	Ferguson Enterprises, Inc #3007	42.44	FF gasket WWTP
2867	06/13/2025	Claims	1	54685	Gordon's Select Market	79.38	Water WWTP; Water LP; Water WWTP; Water WWTP; Cables WWTP; Water LP
2868	06/13/2025	Claims	1	54686	Gray & Osborne Inc	29,058.02	West maple st sidewalk; General eng 2025 - 2026 (6yr TIP, WWTP chiller); 2025 roadway treatment
2869	06/13/2025	Claims	1	54687	Grays Harbor Communications	1,586.17	June 2025
2870	06/13/2025	Claims	1	54688	H.D. Fowler Company	141.60	Tee for stormwater project
2871	06/13/2025	Claims	1	54689	Harbor Disposal Co.	29.70	Treatment plant
2872	06/13/2025	Claims	1	54690	Harbor Disposal Co.	152.34	City of McCleary
2873	06/13/2025	Claims	1	54691	Harbor Disposal Co.	232.17	Community Center
2874	06/13/2025	Claims	1	54692	Harbor Disposal Co.	831.73	City of McCleary
2875	06/13/2025	Claims	1	54693	Harbor Disposal Co.	146.11	Treatment Plant
2876	06/13/2025	Claims	1	54694	Ingram, Zelasko & Goodwin LLP	700.00	Public Defender Contract - ACCT# KCD002-000M
2877	06/13/2025	Claims	1	54695	JW Maintenance	343.04	Fix backhoe transmission
2878	06/13/2025	Claims	1	54696	Les Schwab	102.33	Mount tires on ztrack
2879	06/13/2025	Claims	1	54697	Loomis	173.20	Armored services
2880	06/13/2025	Claims	1	54698	May, Ersel	170.10	Medicare reimbursement
2881	06/13/2025	Claims	1	54699	Minuteman Press	37.33	Conservation inserts

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:49:29 Date: 06/30/2025

Item 10.

06/06/2025 To: 07/03/2025

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2882	06/13/2025	Claims	1	54700	Motorola Solutions	187.50	Cloud storage serv 6.28.25 - 6.27.26
2883	06/13/2025	Claims	1	54701	Austin M Neary	638.82	Mileage, CDL, tuition
2884	06/13/2025	Claims	1	54702	Paul Nott	272.95	CDL renewal
2885	06/13/2025	Claims	1	54703	One Call Concepts, Inc.	16.38	Excavations notifications
2886	06/13/2025	Claims	1	54704	Pape' Machinery	461.23	Tires for ztrack mower; Belt for small riding mower
2887	06/13/2025	Claims	1	54705	Petro Card	891.08	Fuel L&P
2888	06/13/2025	Claims	1	54706	Powerplan	17.51	Spring for x350 mower deck
2889	06/13/2025	Claims	1	54707	Gregory & Barbara Reisdorfer	12.99	009815.0 - 718 EVERGREEN PL
2890	06/13/2025	Claims	1	54708	Roof Doctor, Inc.	8,657.55	Install TPO Roof Building F - WWTP
2891	06/13/2025	Claims	1	54709	Tara Dunford, CPA	975.00	MAR 2025 services, budget amend and reports
2892	06/13/2025	Claims	1	54710	Tenelco	5,568.08	Biosolids; Biosolids
2893	06/13/2025	Claims	1	54711	Joseph Tolentino	694.96	Re-issue check# 53971 dated 11/14/24
2894	06/13/2025	Claims	1	54712	Vestis	69.36	Rug svcs; Rug svcs
2895	06/13/2025	Claims	1	54713	Water Management Labs Inc	136.00	Water testing; Water testing
2896	06/13/2025	Claims	1	54714	Younglove & Coker	4,650.50	MAY 2025 prosecution; MAY 2025 services
2897	06/13/2025	Claims	1	54715	Amazon Capital Svcs.	75.88	Spark plugs for mowers PW; 1.5 volt batteries for council mtg; Cleaning supplies for comm cntr; Pitney bowes ink; Rapid remover and pruners
3019	06/24/2025	Claims	1	54725	Department of Revenue		To be paid by EFT
3036	06/27/2025	Claims	1	54726	Advanced Analytical Solutions	116.56	Nutrients for WWTP
3037	06/27/2025	Claims	1	54727	Amazon Capital Svcs.	430.13	Rain gear and wrench; New filters for pro vacuum; Kleenex for city hall; Fire extinguisher bracket PW; Rain gear and boots PW; Miracle gro and grout cleaner for city hall; Printer ink for card printer
3038	06/27/2025	Claims	1	54728	Asplundh	2,486.54	Weed control city facilities
3039	06/27/2025	Claims	1	54729	Bayview Building Material	254.23	Yellow curb paint and rollers; Curb paint and rollers, spark plugs for weed eater; Parts for battery pressure washer WWTP
3040	06/27/2025	Claims	1	54730	Chronicle	384.14	Cemetery software 4.2025 - 3.2026
3041	06/27/2025	Claims	1	54731	Coast Controls & Automation Inc	2,715.41	Install level sensor for pumps WWTP; Labor and mileage to install level sensor at Wildcat lift station
3042	06/27/2025	Claims	1	54732	Comcast	243.20	ACCT: 8496 37 009 0142901
3043	06/27/2025	Claims	1	54733	Comcast	313.67	ACCT: 8498 37 009 0142893
3044	06/27/2025	Claims	1	54734	Confederated Tribes of the Chehalis Res	180.00	Booking and holding fees
3045	06/27/2025	Claims	1	54735	Crystal Springs	43.55	Water cooler rental
3046	06/27/2025	Claims	1	54736	Cut Rate Auto	232.92	Laptop charger for PD - Tahoe; Spark plugs for forklift L&P; Line truck bin lights and relay; New battery for Kubota Excavator
3047	06/27/2025	Claims	1	54737	Express Services, Inc.	1,713.60	AP clerk
3048	06/27/2025	Claims	1	54738	Grainger	665.08	Glasses and paint PW, tp and trash bags all
3049	06/27/2025	Claims	1	54739	Grays Harbor Co Public Health	148.74	Q1-2025 Liq Profit/Excise Tax
3050	06/27/2025	Claims	1	54740	Grays Harbor County Corrections	70.14	Additional charge for Mar 2025
3051	06/27/2025	Claims	1	54741	Grays Harbor Fire District 12	140.00	E12-11 Maintenance

06/06/2025 To: 07/03/2025

Page:

Item 10.

5

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
3052	06/27/2025	Claims	1	54742	Georgianna Hupp	800.00	Ductless heat pump rebate
3053	06/27/2025	Claims	1	54743	JW Maintenance	1,239.48	Dead battery in dump truck & removed GPS; Repair WWTP grit system
3054	06/27/2025	Claims	1	54744	Lakeside Industries Inc	1,057.77	HMA and EZ street asphalt
3055	06/27/2025	Claims	1	54745	McCleary Historical Society	175.00	Cemetery Plot 74-2 buy back, donation to McCleary Historical Society
3056	06/27/2025	Claims	1	54746	Montesano NAPA	187.95	Socket, bulk trailer; Dup payment of inv# 853500 on ck# 54072 and 54117; Core deposit from inv# 823925 dated 1021/23; Windshield wipers L&P; Motor oil 2021 bucket truck
3057	06/27/2025	Claims	1	54747	Purchase Power	815.06	ACCT: 8000-9090-1132-0731
3058	06/27/2025	Claims	1	54748	Right! Systems, Inc.	5,800.56	IT services
3059	06/27/2025	Claims	1	54749	Vestis	69.36	Rug svcs; Rug svcs
3060	06/27/2025	Claims	1	54750	Washington State Auditor's Office	1,182.35	22-23 Audit, MAY 2025
3061	06/27/2025	Claims	1	54751	Westlake Hardware	30.48	Supplies WWTP
3062	06/27/2025	Claims	1	54752	Zumar Industries	127.10	Sign rivets
		001 Current Expense				22,827.65	
		102 Street Fund				16,261.50	
		401 Light And Power Fund				165,511.99	
		405 Water Fund				24,433.69	
		407 Sewer Fund				42,237.37	
		409 Storm Water Fund				6,919.89	
		413 Ambulance Fund				10,914.44	
						<hr/>	Claims:
							289,106.53
		* Transaction Has Mixed Revenue And Expense Accounts				289,106.53	

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:49:29 Date: 06/3

Item 10.

06/06/2025 To: 07/03/2025

Page:

4

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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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: 09:12:54 Date: 07/0

Item 10.

06/06/2025 To: 07/03/2025

Page:

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2721	06/07/2025	Payroll	1	EFT			Deleted Payroll Entry - Jamie Vinyard
2740	06/06/2025	Payroll	1	EFT EFTPS		22,823.96	941 Deposit for Pay Cycle(s) 06/05/2025 - 06/05/2025
2773	06/09/2025	Payroll	1	EFT	AFLAC Remittance Processing	995.38	Pay Cycle(s) 05/06/2025 To 06/05/2025 - AFLAC - 125 (Pre-tax); Pay Cycle(s) 05/06/2025 To 06/05/2025 - AFLAC - (After Tax)
2775	06/09/2025	Payroll	1	EFT	Department of Retirement - Def Comp	2,318.07	Pay Cycle(s) 06/05/2025 To 06/05/2025 - DRS Def Comp; Pay Cycle(s) 06/05/2025 To 06/05/2025 - DRS Def. Comp. ROTH
2776	06/09/2025	Payroll	1	EFT	Washington Teamsters Welfare Trust	1,926.40	Pay Cycle(s) 06/01/2025 To 06/30/2025 - Teamsters Vision Plan; Pay Cycle(s) 06/01/2025 To 06/30/2025 - Teamsters Dental Plan A
2777	06/09/2025	Payroll	1	EFT	AWC Employee Benefit Trust	33,678.44	Pay Cycle(s) 05/06/2025 To 06/05/2025 - AWC-Medical; Pay Cycle(s) 05/06/2025 To 06/05/2025 - AWC - Basic Life; Pay Cycle(s) 05/06/2025 To 06/05/2025 - AWC - LTD; Pay Cycle(s) 05/06/2025 To 06/05/2025
2785	06/10/2025	Payroll	1	EFT	WA ST DEPT OF DSHS, (DCS)	250.00	Pay Cycle(s) 06/05/2025 To 06/05/2025 - WA ST DEPT OF DSHS (DCS)
2957	06/20/2025	Payroll	1	EFT		3,201.99	June 01-15, 2025
2958	06/20/2025	Payroll	1	EFT		2,092.79	June 01-15, 2025
2959	06/20/2025	Payroll	1	EFT		2,930.29	June 01-15, 2025
2960	06/20/2025	Payroll	1	EFT		45.84	June 01-15, 2025
2961	06/20/2025	Payroll	1	EFT		1,663.47	June 01-15, 2025
2962	06/20/2025	Payroll	1	EFT		53.64	June 01-15, 2025
2963	06/20/2025	Payroll	1	EFT		357.82	June 01-15, 2025
2964	06/20/2025	Payroll	1	EFT		2,175.63	June 01-15, 2025
2965	06/20/2025	Payroll	1	EFT		1,503.65	June 01-15, 2025
2966	06/20/2025	Payroll	1	EFT		45.84	June 01-15, 2025
2967	06/20/2025	Payroll	1	EFT		2,180.54	June 01-15, 2025
2968	06/20/2025	Payroll	1	EFT		1,217.77	June 01-15, 2025
2969	06/20/2025	Payroll	1	EFT		45.55	June 01-15, 2025
2970	06/20/2025	Payroll	1	EFT		3,849.58	June 01-15, 2025
2971	06/20/2025	Payroll	1	EFT		3,536.05	June 01-15, 2025
2972	06/20/2025	Payroll	1	EFT		1,562.43	June 01-15, 2025
2973	06/20/2025	Payroll	1	EFT		3,631.00	June 01-15, 2025
2974	06/20/2025	Payroll	1	EFT		275.08	June 01-15, 2025
2975	06/20/2025	Payroll	1	EFT		2,781.69	June 01-15, 2025
2976	06/20/2025	Payroll	1	EFT		3,025.51	June 01-15, 2025
2977	06/20/2025	Payroll	1	EFT		3,244.64	June 01-15, 2025
2978	06/20/2025	Payroll	1	EFT		1,642.64	June 01-15, 2025
2979	06/20/2025	Payroll	1	EFT		88.89	June 01-15, 2025
2980	06/20/2025	Payroll	1	EFT		2,288.91	June 01-15, 2025
2981	06/20/2025	Payroll	1	EFT		2,337.32	June 01-15, 2025
2982	06/20/2025	Payroll	1	EFT		1,010.35	June 01-15, 2025
2983	06/20/2025	Payroll	1	EFT		3,576.28	June 01-15, 2025
2984	06/20/2025	Payroll	1	EFT		44.76	June 01-15, 2025
2985	06/20/2025	Payroll	1	EFT		45.55	June 01-15, 2025

WARRANT/CHECK REGISTER

City Of McCleary

Time: 09:12:54 Date: 07/0

Item 10.

06/06/2025 To: 07/03/2025

Page:

2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2986	06/20/2025	Payroll	1	EFT		1,971.18	June 01-15, 2025
2987	06/20/2025	Payroll	1	EFT		146.63	June 01-15, 2025
2988	06/20/2025	Payroll	1	EFT		2,488.43	June 01-15, 2025
2989	06/20/2025	Payroll	1	EFT		2,982.29	June 01-15, 2025
2996	06/18/2025	Payroll	1	EFT	WA ST DEPT OF DSHS, (DCS)	250.00	Pay Cycle(s) 06/20/2025 To 06/20/2025 - WA ST DEPT OF DSHS (DCS)
2997	06/18/2025	Payroll	1	EFT	EFTPS	23,064.81	941 Deposit for Pay Cycle(s) 06/20/2025 - 06/20/2025
3010	06/23/2025	Payroll	1	EFT	Department of Retirement - Def Comp	2,351.57	Pay Cycle(s) 06/01/2025 To 06/30/2025 - DRS Def Comp; Pay Cycle(s) 06/01/2025 To 06/30/2025 - DRS Def. Comp. ROTH
3117	07/03/2025	Payroll	1	EFT		2,179.12	June 16-30, 2025
3118	07/03/2025	Payroll	1	EFT		2,086.64	June 16-30, 2025
3119	07/03/2025	Payroll	1	EFT		2,939.10	June 16-30, 2025
3120	07/03/2025	Payroll	1	EFT		45.84	June 16-30, 2025
3121	07/03/2025	Payroll	1	EFT		1,663.46	June 16-30, 2025
3122	07/03/2025	Payroll	1	EFT		53.64	June 16-30, 2025
3123	07/03/2025	Payroll	1	EFT		357.82	June 16-30, 2025
3124	07/03/2025	Payroll	1	EFT		2,179.44	June 16-30, 2025
3125	07/03/2025	Payroll	1	EFT		1,869.38	June 16-30, 2025
3126	07/03/2025	Payroll	1	EFT		45.84	June 16-30, 2025
3127	07/03/2025	Payroll	1	EFT		1,963.36	June 16-30, 2025
3128	07/03/2025	Payroll	1	EFT		1,163.34	June 16-30, 2025
3129	07/03/2025	Payroll	1	EFT		45.55	June 16-30, 2025
3130	07/03/2025	Payroll	1	EFT		3,859.52	June 16-30, 2025
3131	07/03/2025	Payroll	1	EFT		3,499.97	June 16-30, 2025
3132	07/03/2025	Payroll	1	EFT		1,558.72	June 16-30, 2025
3133	07/03/2025	Payroll	1	EFT		3,629.75	June 16-30, 2025
3134	07/03/2025	Payroll	1	EFT		275.08	June 16-30, 2025
3135	07/03/2025	Payroll	1	EFT		4,174.50	June 16-30, 2025
3136	07/03/2025	Payroll	1	EFT		3,055.07	June 16-30, 2025
3137	07/03/2025	Payroll	1	EFT		3,272.20	June 16-30, 2025
3138	07/03/2025	Payroll	1	EFT		1,640.48	June 16-30, 2025
3139	07/03/2025	Payroll	1	EFT		88.89	June 16-30, 2025
3140	07/03/2025	Payroll	1	EFT		2,559.68	June 16-30, 2025
3141	07/03/2025	Payroll	1	EFT		2,130.20	June 16-30, 2025
3142	07/03/2025	Payroll	1	EFT		3,716.84	June 16-30, 2025
3143	07/03/2025	Payroll	1	EFT		1,024.21	June 16-30, 2025
3144	07/03/2025	Payroll	1	EFT		3,474.20	June 16-30, 2025
3145	07/03/2025	Payroll	1	EFT		44.76	June 16-30, 2025
3146	07/03/2025	Payroll	1	EFT		45.55	June 16-30, 2025
3147	07/03/2025	Payroll	1	EFT		2,502.95	June 16-30, 2025
3148	07/03/2025	Payroll	1	EFT		2,503.64	June 16-30, 2025
3149	07/03/2025	Payroll	1	EFT		3,524.95	June 16-30, 2025
3150	07/03/2025	Payroll	1	EFT		513.67	June 16-30, 2025
2741	06/06/2025	Payroll	1	54664	ESD WA Cares Fund		Was not ready to process
2742	06/06/2025	Payroll	1	54665	Employment Security, Dept. of PFML		Was not ready to process
2907	06/13/2025	Payroll	1	54716	IBEW Local #77 (PAC Dues)	30.01	Pay Cycle(s) 05/06/2025 To 06/05/2025 - IBEW Local # 77 - PAC
2908	06/13/2025	Payroll	1	54717	IBEW Local #77	1,049.06	Pay Cycle(s) 05/06/2025 To 06/05/2025 - IBEW Local # 77
2909	06/13/2025	Payroll	1	54718	LEOFF Health and Welfare Trust	639.88	Pay Cycle(s) 05/06/2025 To 06/05/2025 - LEOFF Health Trust Dental

WARRANT/CHECK REGISTER

City Of McCleary

Time: 09:12:54 Date: 07/0

Item 10.

06/06/2025 To: 07/03/2025

Page:

3

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
2910	06/13/2025	Payroll	1	54719	LEOFF Health and Welfare Trust	7,708.81	Pay Cycle(s) 05/06/2025 To 06/05/2025 - LEOFF Health Trust - Medical
2911	06/13/2025	Payroll	1	54720	Life Secure LTC	879.87	Pay Cycle(s) 05/06/2025 To 06/05/2025 - Life Secure LTC
2912	06/13/2025	Payroll	1	54721	NFOP Labor Services Division	302.00	Pay Cycle(s) 05/06/2025 To 06/05/2025 - FOP - Police Labor Services
2913	06/13/2025	Payroll	1	54722	Teamster Local 252	401.50	Pay Cycle(s) 05/06/2025 To 06/05/2025 - Teamsters Union Local 252
2914	06/13/2025	Payroll	1	54723	UNUM Life Insurance Co	72.90	Pay Cycle(s) 05/06/2025 To 06/05/2025 - UNUM
2915	06/13/2025	Payroll	1	54724	Umpqua Bank	75.00	Pay Cycle(s) 05/06/2025 To 06/05/2025 - Sunshine Fund
						50,444.17	001 Current Expense
						3,468.30	102 Street Fund
						107,053.93	401 Light And Power Fund
						28,167.52	405 Water Fund
						24,285.71	407 Sewer Fund
						6,913.44	409 Storm Water Fund
						215.98	413 Ambulance Fund

220,549.05 Payroll: 220,549.05

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 McCleary Regular City Council Meeting

Item 11.

Wednesday, May 14, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/81436777733>

Meeting ID: 814 3677 7733

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 requested Councilmember Huff, Mayor Pro Tem, to modify the agenda to discuss old business of Lindsay Baum banner.

Motion made by Councilmember Dahl, Seconded by Councilmember Klimek.

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

Motion was approved.

Councilmember Huff, Mayor Pro Tem, discussed the recommendation by City Attorney Madison Pleasant to surplus the old banner via a resolution and then it can be donated.

City Attorney Pleasant said that once a new banner is purchased the city would be required to maintain control of the banner to avoid gifting of public funds. If the banner is needed or wanted to be used then a limited use agreement would need to be drafted.

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, requested a motion be made to approve the purchase of a banner for \$400-\$500, 3 by 4 foot.

Motion made by Councilmember Dahl, Seconded by Councilmember Schiller.

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

Motion passed.

Proclamations/Announcements

1. Open Positions on the Civil Service Committee

Councilmember Huff, Mayor Pro Tem, announced opening for Civil Service. There are two openings for a 6 year term. Interested qualified parties can submit their interest to City Administrator Jon Martin for review by the Mayor and submission to the Council.

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.

Campaigning for a specific candidate or cause is prohibited. 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 54527 to 54559 including EFT's dated 04/11/25-05/10/25 in the amount of \$212,821.42.

ii. Approval of payroll disbursement for April 2025 in the amount of \$239,617.39

(Period: 04/01/25-04/15/25 \$91,117.54 for 04/20/25 payroll. Period 04/16/25-04/30/25 \$148,499.85 for 05/05/25 payroll).

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

Councilmember Dahl had questions regarding a credit for the Associated Cities of Washington and a wall in the police department.

City Clerk Treasurer Vinyard and Police Chief Ryan Miskell replied to the questions.

Motion made by Councilmember Dahl, Seconded by Councilmember Simmons to accept the Consent Agenda.

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

Motion approved.

Updates

4. Staff Reports - Mayor's Report, Building Dept., Finance & Administration, Fire Dept., Police Dept., Public Works, Water & Wastewater

Please turn off Cell Phones- Thank you

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Councilmember Huff, Mayor Pro Tem, asked if there were any questions regarding the staff reports

Councilmember Schiller asked questions regarding code enforcement or nuisance complaints.

City Administrator Martin responded to the questions.

Councilmember Dahl asked questions regarding the ethernet cable for the wastewater treatment plant.

City Administrator Martin responded to the questions.

Councilmember Dahl congratulated Cory Marsh on taking advantage of the training offered through the city.

5. Finance Update; presented by City Administrator Jon Martin

City Administrator Martin discussed finance data provided to the Council.

February to March not many changes. General fund amount has increased but still running as a deficit.

Expenditures continue out pacing revenues but has decreased by 12K. At the time of report no property tax received.

Budget is on track, however there are a few items in the Police budget that were not accounted for due to unpaid police overtime in 2022-2024 and off-set of overpayments of time.

Chief Miskell and City Administrator Martin discussed details regarding the PD overtime.

City Administrator discussed budgets for each department, cost allocations, and capital budget amendments to be address in July including a police drone, police vehicle, power truck, chip seal, meter reader, and sewer chiller.

Councilmember Klimek asked questions in regard to the meter reader, City Administrator Martin responded.

New Business

6. Six Year Transportation Plan

City Administrator Martin discussed the need for the six-year transportation plan to be updated each year so that the city is able to apply for grants. Gray & Osborne provided the updated numbers; it is not expected to be able to complete all of the items on the plan.

It was stated by Councilmember Schiller that there are no new items on the plan, which City Administrator Martin confirmed.

Councilmember Dahl asked how the numbers were determined, City Administrator Martin responded.

City Administrator asked the Council to review and add any additional items so that the plan can be approved at the next Council meeting.

Councilmember Huff asked if there has been any progress made on the 10th street project to which City Administrator Martin replied no.

7. Budget Revision - Police Officer Position

Per City Administrator Martin, no action is currently needed on this item. It has been brought forth so that it can be a part of the budget amendment as Council is responsible for approving any new positions.

City Administrator Martin stated that currently we do not have enough police officer positions due to the sergeant position no longer being filled.

Please turn off Cell Phones- Thank you

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Councilmember Huff, Mayor Pro Tem, stated that he did not agree with the sergeant position not being filled and would like for the position not be completely removed although it is not currently filled.

City Administrator Martin stated that the position will remain, but it will remain as vacant.

Councilmember Schiller asked how many full-time positions there were on the police force.

Police Chief Miskell answered that there are five positions, four officers and a chief. Previously there were three officers, a sergeant, and a chief.

Councilmember Klimek and Councilmember Schiller asked questions regarding financial impact and staffing requirements to which Police Chief Miskell responded.

City Administrator Martin asked for any concerns about this item to be addressed so that it could be approved as part of the budget amendment and confirmed that discussions were also being had with the union on this item.

Old Business

8. Continued Discussion - Change of Government

City Attorney Pleasant stated that she has reached out to the MRSC to schedule time to meet and discuss this item and is awaiting a response.

Councilmember Dahl asked if there was anything to be done in the meantime, City Attorney Pleasant responded that a meeting with the MRSC should be the first step.

9. Capital Budget for Beerbower Park

City Administrator Martin stated that the city has unofficially been awarded \$253K in funds for Beerbower Park improvements pending the Governors signing of the budget.

The City will be taking suggestions for staff and citizens on what improvements should be made to the park.

10. Security cameras, previous resolution.

City Administrator Martin discussed being aware of the Security Camera resolution and that the two security cameras recently installed were a part of the original set of cameras that were approved by the Council. The cameras' location will be added to the City's website and the cameras are in critical locations. Video footage has been used from the transit station and the other location is at the playground.

Councilmember Schiller brought up cameras being used by other agencies and how they are covered in the city's policy.

City Administrator Martin agreed that they need to be a part of the policy reviewed by the Policy Committee.

Councilmember Simmons discussed bringing the original issue regarding the two cameras to light and although he understood the need he wanted to ensure that the policy was being followed.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve the installation of the cameras, one at the transit center, one at the park.

Motion made by Councilmember Schiller, Seconded by Councilmember Klimek.

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

Voting Nay: Councilmember Simmons

Motion approved.

Public Comment - City Business Only

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

McCleary resident, Jeff Leer, asked who made the decision to remove the Sergeant position and asked the Council and Administration to consider what they do.

McCleary resident, Mark asked what type of grant was the \$50,000, an RCO grant?

Councilmember Huff, Mayor Pro Tem, said that he would have to check and get back to Mark.

Council Comments

Councilmember Huff, Mayor Pro Tem, asked if there were any Council comments.

Councilmember Dahl had none.

The Council discussed future Council meeting dates.

Councilmember Simmons thanked City Administrator Martin and City Treasurer Vinyard for their efforts on the financials and the corrections being made.

City Administrator Comments

City Administrator Martin stated the Deputy City Clerk position was posted internally. He mentioned the Maple St. Project meeting is scheduled for next week, May 21st, with a projected start date in the first week of June. He also provided details for the Chip Seal bid.

Councilmember Dahl asked how long the Maple St. Project was expected to last.

City Administrator Martin answered approximately 3 weeks. He then confirmed that the earlier inquiry regarding the type of grant is that the grant is a capital grant.

Adjourn

Councilmember Huff, Mayor Pro Tem, requested a motion to adjourn.

Motion made by Councilmember Dahl, Seconded by Councilmember Simmons.

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

Motion approved, meeting adjourned at 7:16pm.

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McCleary Regular City Council Meeting

Wednesday, May 28, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/84752952323>

Meeting ID: **847 5295 2323**

(253) 215-8782

Note, there was an issue with the Zoom video due to temporarily reassigning the host of the meeting. As a result, there is no video available for this meeting and the audio portion does not begin until the Consent Agenda section.

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

Councilmember Huff, Mayor Pro Tem, asked if there were any Agenda Modifications.

There were none.

Public Comment - Agenda Items Only

1. *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 section.

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There were no public comments.

Consent Agenda

2. Claims Approval:

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 councilmember.

i. Approval of checks/vouchers/disbursements numbers 54527 to 54559 including EFT's dated 04/11/25-05/10/25 in the amount of \$212,821.42.

Councilmember Huff, Mayor Pro Tem, asked if there were any questions regarding the Consent Agenda, there were none.

Councilmember Huff, Mayor Pro Tem, requested a motion be made to approve the Consent Agenda.

Motion made by Councilmember Dahl, Seconded by Councilmember Klimek.

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

Motion approved.

3. April 09, 2025 Minutes

4. April 23, 2025 Minutes

Updates

None

New Business

None

Old Business

5. Chip Seal award to Doolittle Construction for the 2025 Roadway Treatment Project; Presented by City Administrator Jon Martin

City Administrator Jon Martin referenced paged 16 of the meeting agenda regarding the bidding on the Chip Seal and spoke on the details.

Councilmember Dahl and Councilmember Schiller had questions regarding the location of the work to be done, prep work, grant amount, cleaning plan, and possible remaining funds to which City Administrator Martin replied to their questions and said that he would follow up with any questions he was unable to currently answer.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve the Chip Seal.

Motion made by Councilmember Simmons, Seconded by Councilmember Dahl.

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

Motion approved.

6. Gray & Osborne Construction Management contract for the 2025 Roadway Treatment Project; Presented by City Administrator Jon Martin

City Administrator Martin confirmed that this item was previously approved, it was added to the agenda for the council to see the final contract.

7. Six Year Transportation Plan; presented by City Administrator Jon Martin

City Administrator Martin presented the Six-Year Transportation Plan to be approved by the Council.

Councilmember Dahl asked if there were a priority for any of the items on the list.

Please turn off Cell Phones- Thank you

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City Administrator Martin said the priorities were based on what funds could be received for the item via grants.

Further discussion regarding the priorities, needs, funding of items on the plan, and next year's budget possibly being used for items on the plan, continued among the Councilmembers.

Councilmember Dahl asked about grinding from the sidewalk project being used for alleyways to which City Administrator Martin replied he would note the item.

Councilmember Huff, Mayor Pro Tem, requested a motion to approve the TIB Six-Year Transportation Plan.

Motion made by Councilmember Dahl, Seconded by Councilmember Schiller.

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

Motion approved.

Public Comment - City Business Only

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

Jeff Seeman and Bruce Watts introduced themselves as new reserve officers for the Police Department and provided a brief background on themselves.

Council Comments

Councilmember Simmons asked about the Solar group starting.

City Administrator Martin said that he is asking about availability for the group to meet, to which Councilmember Huff, Mayor Pro Tem provided his availability.

Councilmembers also provided their availability for the next two meetings.

City Administrator Comments

City Administrator Martin stated details about the Maple St. Project which began construction on May 27th and is scheduled to last for 30 working days. There are no road closures anticipated, and the work will be done Monday through Friday starting at 7am. No weekend work will be done.

He then provided information on the status of the State Audits and the findings in the audit which would likely include issues with records retention and purchasing policies.

He also provided details of the IRS Audit of the Water/Sewer 2020 bonds refinance.

Next, he mentioned the L&I Audit regarding a complaint made, and records for the Apprentice Program. Also, the B&O rate that has not been updated since 2012 which will result in quite a bit of additional work as amendments being required.

Councilmember Schiller had specific question regarding the B&O item which City Clerk-Treasurer Vinyard responded to and provided additional details on.

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City Administrator Martin next addressed the issues with the over payments to Century Link that the Administration is currently working to recover. Then he mentioned the Department of Transportation invoices for street sweeping have not been paid for 2020-2024.

He covered the current and upcoming adverse effects of having a shortage of administrative staff will result in due to demands of audits, budget prep, union negotiations, public records request, and union requests.

Lastly, he discussed the classes and seminars that the Administration has attended to assist in streamlining processes and implementing practices for success within the City.

Councilmember Dahl had questions regarding previous data lost, the State Audit, and IRS Audit, the L&I Audit, and the posting of the Deputy City Clerk position to which City Administrator Martin responded.

City Clerk-Treasurer Vinyard mentioned an Employment Security Audit for 2022 payroll that the City has received notification for.

Councilmember Simmons asked City Administrator Martin how the Council can assist the Administration with the issues, to which City Administrator Martin listed a few items.

Adjourn

A motion to adjourn was requested by Councilmember Huff.

Motion made by Councilmember Dahl, Seconded by Councilmember Klimek.

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

Motion approved, meeting adjourned at 7:10pm.

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McCleary Regular City Council Meeting

Wednesday, June 11, 2025 – 6:30 PM

McCleary Community Building & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/86011641891>

Meeting ID: **860 1164 1891**

(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 6:31 pm. After the flag salute, roll call was taken by City Clerk Treasurer Jamie Vinyard.

PRESENT

Councilmember Brycen Huff

Councilmember Brent Schiller

Councilmember Andrea Dahl via Zoom

Councilmember Keith Klimek

ABSENT

Mayor Chis Miller

Councilmember Jacob Simmons

Motion made by Councilmember Schiller to excuse the absence of Councilmember Simmons, seconded by Councilmember Dahl. Motion accepted.

Agenda Modifications/Acceptance

Lions Club presentation by Jan Weatherly added to the agenda.

Motion requested by Councilmember Huff, Mayor Pro Tem, to accept the modified agenda.

Motion made by Councilmember Klimek, Seconded by Councilmember Schiller.

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

Motion approved.

Presentation by Jan Weatherly, for the Lions Club to be brought to Elma and McCleary.

Jan Weatherly described the Lions Club as a service organization that exists to serve people in need as determined by the Club, which does research and reaches out to the leaders of the city to help find out the needs of the town.

The Lions Club has spoken with City Clerk Treasurer Vinyard and Police Chief Ryan Miskell.

Please turn off Cell Phones- Thank you

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Jan Weatherly provided a few facts about the Lions Club and that they would hope to have a combined club for Elma and McCleary. The Lions Club programs can provide eye screenings and glasses for those that cannot afford them, a camp for kids with Type 1 Diabetes, road clean up, and many more areas.

Councilmember Schiller asked for details about the Club which Jan Weatherly responded to including a building for the club, how the Club is operated, and Club finances and resources like grant funding.

Councilmember Klimek spoke about his familiarity with the Lions Club in another town.

Jan Weatherly invited everyone to a meeting on June 24th at the McCleary Community Center for a Lions Club introduction meeting.

Councilmember Huff, Mayor Pro Tem, responded that he felt that the resources the Club could offer at schools and to the community would be great.

Public Comment - Agenda Items Only

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None.

Consent Agenda

2. 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 54623 to 54663 including EFT's dated 05/23/25-06/05/25 in the amount of \$139,409.01

ii. Approval of payroll disbursement for May 2025 in the amount of \$185,681.80

(Period: 05/01/25-05/15/25 \$105,413.49 for 05/20/25 payroll. Period 05/16/25-05/31/25 \$80,268.31 for 06/05/25 payroll).

Councilmember Huff, Mayor Pro Tem, read the Consent Agenda and asked if there were any questions.

Councilmember Dahl asked about the HR contract with Archbright.

City Administrator Jon Martin provided details about the contract, which is for HR consulting, 15 hours per year to assist the City with expertise on labor laws.

City Clerk Treasurer Vinyard said that she would check on the details for the hourly rate after 15 hours.

Councilmember Dahl requested the contract with Archbright be sent to the Council.

Councilmember Huff, Mayor Pro Tem, requested a motion to accept the Consent Agenda.

Motion made by Councilmember Schiller, Seconded by Councilmember Klimek.

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

Motion approved.

Updates

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3. Staff Reports - Building Dept., Finance & Administration, Light & Power, Police Dept., Public Works, Water & Wastewater

Councilmember Huff, Mayor Pro Tem asked for any questions regarding the staff updates.

Councilmember Huff, Mayor Pro Tem had a comment regarding the ethernet cable requested by Kevin Trehwella on this and previous reports for wells. He asked that the request be fulfilled.

He also had a question for Chief Miskell regarding the armored vehicle, regarding what needs to be done to be rid of it.

Chief Miskell responded that the vehicle was now in the City's name, however it can only be auctioned to another agency. The legalities of selling to the public are being reviewed.

New Business

None.

Old Business

4. Private Investigator Expenditure - Council to provide cap amount.

Councilmember Huff, Mayor Pro Tem address the Old Business of council providing a cap amount for the private investigator.

City Attorney Madison Pleasant stated the fees for the private investigator that her firm has used in the past are \$100 per hour. The client would put a cap on the amount that they want to spend, and the investigator would provide an update once the cap is approached.

Councilmember Huff, Mayor Pro Tem, suggested community feedback and that his concern was the cost to the City and the risk that nothing would be found and the citizens will feel that money was wasted.

Councilmember Schiller stated that for the community, the council should do it's due diligence and remain transparent and that by looking at the audience of the current meeting, there is less turmoil than the last 6 months. He questioned if this expenditure is something that even needs to be considered.

Councilmember Klimek stated that things are currently going smoothly and there is no need to pursue this.

Councilmember Dahl stated that she would provide her feedback during the next meeting.

Councilmembers discussed this item versus the change in government item.

City Attorney Pleasant discussed not hearing back from the MRSC in regard to the change in government.

Councilmember Dahl discussed contacting other cities that have changed the form of government to get input on how they handled this item.

Public Comment - City Business Only

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None.

Council Comments

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Councilmember Huff, Mayor Pro Tem, asked for council comments.

Councilmember Schiller and Councilmember mentioned the new businesses that opened recently, Rainmaker Coffee, Bandana Brewing and Krissy's Cafe.

City Administrator Comments

City Administrator Martin provided updates on the current construction at Maple St., that the work should be done prior to the Bear Festival, with the exception of the striping.

He provided additional updates including the following items:

Public Works has been prepping the roads and fixing potholes for the Chip Seal. No start date yet for the chip seal program.

The chiller cooler is on order and scheduled for October installation.

A possible grant for the sewer system is in the works.

Staff is working on multiple tasks and outsourcing items that need professional input in order to be handled correctly.

The State audit is pending review by an audit supervisor. The IRS audit is awaiting close out. The L&I audit has been completed, it has been found that safety meetings are needed, documents for certification of hot sticks has been fixed, and not moving trucks with persons in the bucket without certification.

The WCIA audit went well with a low incident rate, any findings have been remediated.

City Administrator Martin thanked the Council for working with Administration. He acknowledged the challenges the City has faced yet the staff has handled the challenges well. He acknowledged City staff doing their jobs well.

Councilmember Huff, Mayor Pro Tem asked if there have been any applicants for Civil Service.

Chief Miskell replied that there has been some interest.

Councilmember Huff, Mayor Pro Tem requested a presentation providing info about Civil Service at the July Council Meeting.

Councilmember Dahl asked if the current Civil Service member has provided with info on their duties.

Chief Miskell replied that he thought they were awaiting another person be accepted to Civil Service. He reiterated that he does not run the Civil Service, they Mayor and City Administrator run the Civil Service.

Councilmember Dahl asked about the piles of concrete from the sidewalk project, if any discussion has been had with the contractor regarding grinding that material and using it for treatment of alley ways.

City Administrator Martin replied that the discussion has been had with the contractor and WADOT.

Councilmember Klimek asked if the hiring of the office position has been completed.

City Administrator replied that it has not, but it should be completed this week.

Councilmember Schiller requested to be excused from the July meeting.

Adjourn

Motion made by Councilmember Schiller, Seconded by Councilmember Klimek.

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

Motion approved, meeting adjourned at 7:14pm.

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City of McCleary: **STAFF REPORT**

To:	Mayor Miller and City Council Members
From:	Dalyn Davis
Date:	July. 4th, 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)(13)(15)(23)**

Regarding the letter sent, the homeowner did not provide a written statement explaining why the nuisance would not be abated by the 10-day deadline. Furthermore, two vehicles were removed by the police department and the public works department mowed R.O.W for Hemlock and Main Street. An infraction of \$250 was issued by the police department. Nuisance still exists regarding vegetation inside the fenced yard. The city administrator is reviewing the draft of the second letter. There is no timeline specified after infraction is written. The complaint that was provided to the attorney from the city administrator; no additional information or communication has been received in return. Additionally, a complaint was filed, and investigation has started.

Building Department

ACTIVITY	TOTAL	Notes
Customer Service	25	
Building Permits Issued	2	
Plan Reviews	1	
Inspections Performed	0	
Complaints Received	1	1 documented complaint, investigation started.
Code Violations Identified	2	Code 8.16.020 (4)(6)(7)(8)(13)(15)(23)
Communications	2	Door tag courtesy notices issued regarding nuisances.
Nuisance Letters Sent	0	
Lemay's Garbage Letters Sent	0	

Surplus:

Nothing currently.

Conservation Program

Month	Applications Received	Conservation Permits Issued	Rebates Paid This Month	Total Rebates Paid to Date
July	3	0	2	\$8,319.80

City of McCleary

STAFF REPORT



To:	Mayor and Council
From:	Jamie Vinyard, Clerk-Treasurer
Date:	July 3, 2025
Department:	Finance & Administration

An introduction to Nakisha Pryor was sent to the council upon her acceptance of the Deputy Clerk position. If you have not met her yet, I invite you to introduce yourselves and say hello.

The Accountability Audit with SAO (State Auditor's Office) has concluded. The final report has been approved. I am processing the exit interview packet and will send a formal notice and invitation to the council next week.

IRS Audit- Limited Tax General Obligation Bond has concluded. This audit is now closed, with no findings or penalties issued.

Dept of Revenue- B&O Tax Reporting, and Dept of Employment Security- WA Cares and PFML Audit are ongoing. I will provide more information as these audits progress.

Dept of Labor & Industries- Completing citation documents.

City Clerk Treasurer, and Deputy City Clerk attended Internal Controls Workshop with SAO. This was an informative workshop, providing insight, awareness and reminders on best practices to keep the city safeguarded in our controls.

Continuing communications with Century Link to recoup the 60k+ in overpayment for duplicate phone line charges, over the past 6 years.

Unprocessed annual & semi-annual invoices for reoccurring contractual charges close to \$40k have been discovered. During the transition of resignation with former Deputy City Clerk Treasurer, Lindsay Blumberg, invoicing processes were never discussed. Research has uncovered the invoice transactions were generated and kept outside the accounting software. We are working to correctly update our billing procedures.

Six public records requests are open and on-going. Identifying and locating related files remains a huge barrier that requires a lot of additional time.

We are looking ahead and preparing for the quickly approaching 2026 budget season, beginning August 1, 2025. We are also looking forward to attending the upcoming Bear Fest and hope to see you all there!

If you would like to discuss any of these matters in more detail, I am available to answer any questions.

Jamie Vinyard, City Clerk-Treasurer



City of McCleary

STAFF REPORT

To:	Council
From:	Paul Nott
Date:	7/1/2025
Department:	Light and Power

Hello All,

Since our last report the crew has re constructed a new primary service to the reservoirs, had 2 outages, installed a new secondary service and has been back on the 4th St project.

We had an underground fault in Oak Meadows and as you all are aware of, we experienced a city-wide outage on Saturday morning June 21st. The outage that affected all of town was due to equipment failure in the BPA substation that feeds McCleary. **BPA decided to bypass the equipment to keep the outage shorter and they will replace it during the maintenance outage scheduled for our town on Saturday August 16th at 00:01 until 08:00. This outage will affect all our customers.** Our crew will be out taking advantage of the outage to return the fish bridge shooflies to normal.

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:	July 2025
Department:	Police Department

Department Report:

Equipment:

- The second patrol vehicle, acquired earlier this year, has now been fully outfitted and is patrol ready. Discussions are ongoing with a security company regarding the specifications and potential purchase of our armored vehicle.

Speed Sign Relocation:

- It was discovered that the city has never had a permit to install our digital speed sign within city limits. This came to light after the recent relocation of the sign. A formal request has been submitted to the Department of Transportation for approval to move the sign, we are currently awaiting their response.

Training:

- In June, two officers successfully completed training programs. One officer became a certified Field Training Officer, which will enhance our internal training capabilities and help mitigate city liability. Another officer completed public safety drone pilot training and received his license, allowing him to operate the department's drone.

City Municipal Code:

- Historically, municipal code infractions were issued using paper tickets. However, District Court #1 now requires all infractions to be processed through Sector. Sector is the platform we use for issuing citations and infractions. Currently there are approximately two municipal codes available in Sector. We are actively working to integrate the necessary municipal codes into the Sector platform.

Bear Festival:

- I attended the June Civic Renewal meeting and coordinated with other city departments regarding planning and support for the upcoming Bear Festival. The police department will be present and ready to assist as needed during the event.

National Night Out

- We recently held a planning meeting for National Night Out and decided the BeeHive, located at 401 W. Maple Street, will be one of the event locations this year. The BeeHive will be providing food and games for attendees and are looking forward to being involved in this year's National Night Out. The fire department is also involved in the planning and will be bringing a fire truck to the BeeHive for the event.

Respectfully,

Chief Ryan Miskell



City of McCleary

STAFF REPORT

To:	Mayor and Council
From:	Jenna Jarvis, Public Works Field Foreman
Date:	July 3, 2025
Department:	Public Works

Hello everyone!

What a fantastic start to summer it has been!

We have started our journey in preparation for the chip seal project coming up! We have done various patch and over lay work. We also got more than enough hot mix to keep the mix hot long enough for our street work. Any extra hot mix we focused on the alley that runs from 3rd to 10th St. Come this rainy season we plan to sweep any extra rock in this alley as it does cause an unpleasant ride.

Currently we are focused on preparation for another fantastic weekend for the McCleary Bear Festival. You may have seen the public works crew out and about weed eating right of ways, ditches, and around utilities. Since we have been focused more on right of ways, we have also been working extensively with Dalyn with finding right of way lines. We have also painted curbs around various parts of the city.

Once the Bear Fest is wrapped up, we will focus again on the upcoming chip seal project. There are some minor repairs that need to be made prior as well as getting a total for monument covers and making those as well. These will cover all our assets such as valve houses, catch basins, manholes, so we can access them in the future.

Have a wonderful day!
-Jenna Jarvis



City of McCleary

STAFF REPORT

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

Wastewater

On June 5, USC brought their boom truck and installed Effluent Pump #3. They also helped us by lifting the repaired piping and manifold back into place so that we can put the grit system back together. Both these systems work like they're supposed to.

The internal heater for the UV controls stopped working. The heater was ordered and installed on Friday, June 27.

The replacement pump for the influent has arrived and will be installed soon. There is some concrete work to be done at the splitter box on SBR #2. Mid July when the flows are at their lowest, we will begin that project.

Currently, work on the control panel at the Simpson lift station is ongoing.

Water

The Variable Frequency Drives (VFD's) that were installed, last year, out at the wells, are saving the city of McCleary about 1000 kilowatts a month.

Kevin Trehwella

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MCCLEARY, WASHINGTON, AMENDING THE 2025 ANNUAL BUDGET TO REFLECT REVISED REVENUES, EXPENDITURES, AND FUND BALANCES; UPDATING THE WAGE SCALE; MODIFYING POLICE STAFFING; UPDATING THE COST ALLOCATION PLAN; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

R E C I T A L S:

WHEREAS, on December 18, 2024, the City Council adopted, and the Mayor approved, Ordinance No. 894 establishing the 2025 budget; and

WHEREAS, during ongoing budget review, the City Council has identified necessary adjustments to better serve the City of McCleary; and

WHEREAS, the City Council has determined it is in the best interest of the City to increase the Current Expense Fund budget by \$25,000, to be fully offset by additional revenue; and

WHEREAS, the City Council finds it necessary to increase the Street Fund budget by \$23,000, with the increase to be offset by a reduction in budgeted fund balance; and

WHEREAS, the City Council has determined that increasing the Light & Power Equipment Replacement budget by \$142,000 is warranted, to be funded by a corresponding decrease in the ending fund balance; and

WHEREAS, the City Council further finds it necessary to increase the Water Equipment Replacement budget by \$22,000, resulting in a decrease to the ending fund balance; and

WHEREAS, the City Council has determined that an increase of \$147,000 to the Sewer Reserve Fund is in the City's best interest, also funded through a reduction in the ending fund balance; and

WHEREAS, the City Council has determined it is appropriate to update the wage scale to reflect rates approved in the Teamsters union contract; and

WHEREAS, the City Council has further determined it is in the City's best interest to vacate the Police Sergeant position and add an additional Police Officer position; and

WHEREAS, the City Council has determined it is necessary to update the City's cost allocation plan; and

WHEREAS, the City has provided public notice and opportunities for public input in accordance with state and local requirements, including public comment before the City Council.

NOW, THEREFORE, the City Council of the City of McCleary, Washington do ordain as follows:

SECTION 1: The 2025 Annual Budget, as adopted by Ordinance No. ****, is hereby amended as set forth in **Attachment A**, which is incorporated herein by reference and made part of this ordinance.

SECTION 2: The City's wage scale is hereby amended as provided in **Attachment B**, which is incorporated herein by reference and made a part of this ordinance. This update includes adjustments to compensation rates in accordance with the Teamsters union contract and modifies the Police Department staffing by removing the Police Sergeant position and adding an additional Police Officer position within the wage scale.

SECTION 3: The City's cost allocation plan is amended as detailed in **Attachment C**, which is incorporated herein by reference and made part of this ordinance.

SECTION 4: 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 5: 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, regulations, or ordinance number and section/subsection numbering.

SECTION 6: EFFECTIVE DATE. This ordinance, being an exercise of power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED THIS 9th DAY OF July, 2025 by the City Council of the City of McCleary
and signed in approval therewith this 9th day of July, 2025.

CITY OF MCCLEARY:

BRYCEN HUFF, Mayor Pro-Tem

ATTEST:

JAMIE VINEYARD, City Clerk-Treasurer

APPROVED AS TO FORM:

MADISON A. PLEASANT, City Attorney

PUBLISHED: _____

EFFECTIVE DATE: _____

SYNOPSIS OF ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MCCLEARY, WASHINGTON, AMENDING THE 2025 ANNUAL BUDGET TO REFLECT REVISED REVENUES, EXPENDITURES, AND FUND BALANCES; UPDATING THE WAGE SCALE; MODIFYING POLICE STAFFING; UPDATING THE COST ALLOCATION PLAN; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

On July 9th, 2025, the City Council of the City of McCleary adopted Ordinance Number _____. The intent and purpose of the Ordinance was to amend the previously adopted 2025 budget.

A complete copy of this Ordinance is available during regular business hours at the Office of the Clerk-Treasurer, City Hall, McCleary, Washington. The Ordinance will be made available for review without Cost; a copy will be provided upon request without cost if such request is timely made. This synopsis is published pursuant to the laws of the State of Washington.

DATED this 9th day of July, 2025.

JAMIE VINEYARD, City Clerk-Treasurer

RESOLUTION NO. _____**A RESOLUTION ADOPTING A SIX-YEAR STREET
PLAN FOR THE CITY OF MCCLEARY.****R E C I T A L S:**

WHEREAS, the City Council and Mayor have received the recommendations of the City Administrator in relation to the requirements and programming involved with the six-year street plan. The most recent update was accomplished by the adoption of Resolution No. 754; and

WHEREAS, a public hearing requesting input from the citizens was held on July 9th, 2025, after the provision of appropriate notice; and

WHEREAS, the Council wishes to formally adopt those recommendations as they have been recommended by the Administrator, subject to retained authority to authorize any modifications and expansions subsequently authorized by the Council as a result of changes in condition;

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

SECTION I: That certain listing of streets and the priorities established thereon, attached hereto as Attachment A and incorporated by this reference, shall be and is hereby adopted as the Six-Year Street Plan for the City of McCleary, as that plan is required and designated by the appropriate divisions and agencies of the State of Washington, including but not limited to the Department of Transportation. This plan shall remain in effect until subsequently amended or succeeded.

SECTION II: The provisions of Resolution No. 754 shall be deemed superseded by the adoption of this resolution.

SECTION III: The City Clerk-Treasurer and the City Administrator shall provide such distribution of this Resolution as may be required by law or is found to be in the City's best interest from time to time.

PASSED this 9th day of July, 2025, by the City Council of the City of McCleary, and signed in authentication thereof this 9th day of July, 2025.

CITY OF McCLEARY:

Brycen Huff, Mayor Pro-Tem

ATTEST:

Jamie Vinyard, City Clerk-Treasurer

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF MCLEARY
CITY COUNCIL ADOPTING THE DECEMBER
2022 GRAYS HARBOR COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN**

RECITALS:

WHEREAS, each political subdivision, as defined in RCW 38.52.010, of the State of Washington is required by law to establish an emergency management organization for disaster mitigation, preparedness, response and recovery; and

WHEREAS, in 2024, the City of McCleary and Grays Harbor County entered into an interlocal agreement for Emergency Management Services; and,

WHEREAS, the Comprehensive Emergency Management Plan (“Plan”) (1) provides a framework for command, mitigation, preparedness, response, and recovery activities, (2) details authorities, functions, and responsibilities, and (3) established a cooperative plan of action; and,

WHEREAS, in 2023, the Board of Grays Harbor County Commissioners adopted resolution No. 2023-030 – A resolution of the Grays Harbor County Board of Commissioners adopting the December 2022 Comprehensive Emergency Management Plan; and,

WHEREAS, in 2025, the Board of Grays Harbor County Commissioners adopted resolution No. 2025-048 – A resolution of the Grays Harbor County Board of Commissioners adopting the updated December 2022 Comprehensive Emergency Management Plan; and,

WHEREAS, it is in the City’s best interest to adopt the December 2022 Plan.

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

SECTION 1: That the updated 2022 Grays Harbor County Comprehensive Emergency Management Plan is hereby adopted in its entirety, including the City of McCleary Jurisdictional Annex, which represents the interests of the City of McCleary.

SECTION II: The provisions of Resolution No. 534 shall be deemed superseded by the adoption of this resolution.

SECTION III: The City Clerk-Treasurer and the City Administrator shall provide such distribution of this Resolution as may be required by law or is found to be in the City's best interest from time to time.

PASSED this 9th day of July, 2025, by the City Council of the City of McCleary, and signed in authentication thereof this 9th day of July, 2025.

CITY OF MCCLEARY:

Brycen Huff, Mayor Pro-Tem

ATTEST:

Jamie Vinyard, City Clerk-Treasurer

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney

AGREEMENT FOR EMERGENCY MANAGEMENT SERVICES

THIS AGREEMENT is made and entered into by and between GRAYS HARBOR COUNTY, a political subdivision of the State of Washington, (hereinafter referred to as "County") and the CITY OF Mckinley, a municipal corporation of the State of Washington (hereinafter referred to as "City"), each a "Party," and together referred to as "Parties."

WHEREAS, County has established a Comprehensive Emergency Management Plan pursuant to the provisions of Chapter 38.52 of the Revised Code of Washington and Chapter 118-30 of the Washington Administrative Code; and

WHEREAS, County and City believe it to be in the best interests of their citizens that County and City share and coordinate services in the event of an emergency situation; NOW THEREFORE,

IT IS HEREBY AGREED AS FOLLOWS:

1. Purpose. It is the purpose of this agreement to provide an economical mechanism to provide for the common defense and protect the public peace, health, and safety and to preserve the lives and property of the people of the signatory jurisdictions against the existing and increasing possibility of the occurrence of major emergencies or disasters, either man-made or from natural causes.

2. Term. This agreement shall be effective on January 1, 2025 and shall continue for successive annual terms until either party gives to the other party one hundred eighty (180) days written notice of termination prior to the end of the calendar year. If notice is provided in accordance with the agreement, the agreement shall terminate at the end of that calendar year.

3. Definitions. As used in this agreement, the following definitions will apply.

A. "Emergency management" or "comprehensive emergency management" means the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to, and recover from emergencies and disasters, and to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural, technological, or human caused, and to provide support for search and rescue operations for persons and property in distress. However, "emergency management" or "comprehensive emergency management" does not mean preparation for emergency evacuation or relocation of residents in anticipation of nuclear attack.

B. "Emergency or disaster" as used in all sections of Chapter 38.52 RCW, except RCW 38.52.430, means an event or set of circumstances which: (i) Demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences; or (ii) reaches such a dimension or degree of destructiveness as to warrant the governor proclaiming a state of emergency pursuant to RCW 43.06.010.

4. Services. The Parties acknowledge and understand that this Agreement is for services only, and shall not constitute a joint emergency management organization as described in RCW 38.52.070.

The COUNTY shall, and as required by Chapter 38.52 RCW, perform and coordinate the applicable services for emergency management, the Grays Harbor County Comprehensive Emergency Management Plan (CEMP), as adopted and approved by resolution of the Grays Harbor County Board of Commissioners, and Appendix "A" of this document to meet the Emergency Management functions for the CITY. The deliverables of this agreement shall provide the scope of deliverables in accordance with Chapter 38.52 RCW.

The CITY shall, and as required by Chapter 38.52 RCW, participate, perform and coordinate the applicable services for emergency management with the County, the adopted and approved Grays Harbor County Comprehensive Emergency Management Plan (CEMP) and Appendix "B" of this document to meet the Emergency Management functions to the COUNTY. The deliverables of this agreement shall provide the scope of deliverables in accordance with Chapter 38.52 RCW.

5. Independent Contractor. The County shall not be considered an agent, employee, or servant of the City while performing its duties under this Agreement. The County shall be solely responsible for control, supervision, direction and discipline of its personnel, who shall be employees and agents of the County and not the City. The County has the express right to direct and control the County's activities in providing the Services in accordance with the specification set out in this Agreement. The City shall only have the right to ensure performance under the terms of this Agreement.

6. Compensation. The City agrees to compensate the County for emergency management expenses as detailed in the Emergency Management Budget Cost Share analysis. This analysis is developed annually by Grays Harbor County Emergency Management (GHCEM). The City will receive the analysis from GHCEM by June 30th of the year preceding the payment year. The Emergency Management Budget Cost Share analysis for the current fiscal year will be attached as Appendix "C" and will replace any previous analyses.

The County will invoice the City for the amount as scheduled in the Emergency Management Budget Cost Share each year by April 30. The City will pay the County the invoiced amount no later than 45 days after receipt of the invoice.

The cost share analysis is established by reviewing the GHCEM budget and removing the direct costs associated with the on-going permanent costs of the office. Direct costs are paid 100 percent by the County. Pass through grant costs are removed from the analysis. The shared costs are expenses incurred by the County related the deliverables in this agreement.

The formula for the distribution of costs shall be calculated utilizing the following formula and with the values from the following sources.

Percent = %

Assessed Value = AV

(#) = reference in Appendix C Spreadsheet

(1) City Population / Total Population of the Grays Harbor County = City % of Population

(2) City AV / Total AV of Grays Harbor County = City % of AV

(3) City % of Population + City % of AV / 2 = Combined % of Cost Share for City

(4) Combined % of Cost Share for City x (5) Projected Shared Expense =
City % of Shared Expenses for Collection in Next Year

The Population data shall be sourced from WA OFM Report for Population Estimates. The assessed values are established from utilizing each of the city's certified Real and Personal Assessed Value as detailed and published in the Grays Harbor County Assessor's Annual *Assessed Valuations and Levy Rates* document. The County value derives from the certified assessed value for the Road District Assessment.

The combined percentages of the total shared costs are then calculated, with Cities sharing responsibility for the shared expenses in proportion to their respective populations and assessed values.

7. Notices. All notices, requests, demands and other communications required by this Agreement shall be in writing and, except as expressly provided elsewhere in this Agreement, shall be deemed to have been given at the time of delivery if personally delivered or at the time of mailing if mailed by first class, postage pre-paid and addressed to the party at its address as stated in this Agreement or at such address as any party may designate at any time in writing.

If to Grays Harbor County:	If to City of <u>MCKINLEY</u>
Grays Harbor County Department of Emergency Management Director 310 West Spruce Ave Montesano, WA 98563	City of _____ Mayor (Street Address) (City), WA (Zip code) <u>100 S 3RD ST</u> <u>MCKINLEY WA 98557</u>

8. Renewal. This agreement shall automatically renew on January 1 of each calendar year unless notice is provided in accordance with Section 2 - Term. If notice is timely received, then the agreement will terminate in accordance with the provisions of the agreement.

9. Indemnification. Each party shall be responsible in tort for the actions of its own employees, officers, volunteers and agents in the performance of all acts under this Agreement. Each party agrees to defend, indemnify and hold harmless the other from liability for any claim, demand or suit arising out of or in connection with said party's sole negligence. To the extent that the acts of both parties contributed to the loss of a third party in the performance of this Agreement, then each such negligent party shall be responsible for its own proportionate share of such loss. Each party shall notify the other party of the existence of any claim, demand or suit arising out of or in connection with said party's performance under this Agreement.

10. Insurance. Each party certifies to the other that it is a member of an appropriate government risk pool, through which it is covered for the acts or its employees, officers, volunteers or agents in connection with or incidental to its performance of all acts under this Agreement. Each party certifies to the other that the coverage limits under its risk pool coverage exceed the limits reasonably necessary for the performance of this Agreement, and will provide coverage for all acts for which the party is found to be legally liable.


11. General. This contract constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, and understandings of any nature whatsoever. Any changes to this contract requested by either party may only be affected if mutually agreed upon in writing by duly authorized representatives of the parties hereto.

12. Privileges and Immunities. Whenever the employees of the City or County are rendering outside aid pursuant to the authority contained in RCW 38.52.070/080, such employees shall have the same powers, duties, rights, privileges and immunities as if they were performing their duties in the County or City in which they are normally employed. Nothing in this Agreement shall affect any other power, duty, right, privilege or immunity afforded the City or the County in Chapter 38.52 RCW,

13. Waiver. Failure by either party at any time to require performance by the other party under this Agreement or to claim a breach of any provision of this Agreement shall not be construed as affecting any subsequent breach or the right to require performance or affect the ability to claim a breach with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

GRAYS HARBOR COUNTY
BOARD OF COMMISSIONER



KEVIN PINE, Chair


Jill Warne (Dec 30, 2024 21:41 PST)

JILL WARNE, Commissioner



VICKIE L. RAINES, Commissioner

ATTEST: 

Wendy Chatham, Clerk

(Date)

CITY OF McCLARY



(NAME), Mayor Chris Miller

12/20/24
Date

Approved as to Form:

City Attorney

Appendix A

Emergency Management Services – Deliverables to City

Preparedness and Prevention Support

- Maintain the Grays Harbor County Comprehensive Emergency Management Plan (CEMP)
- Provide guidance, training, and tools in adoption of the GH County CEMP as the agencies base CEMP
- Support the local agency in developing CEMP Annex to the Grays Harbor CEMP.
- Provide guidance, training, and tools in development of Continuity of Operations Plan (COOP) and Continuity of Government Plan (COG) for individual agencies
- Provide emergency management overview and training as needed for leaders, elected officials and agency liaisons. Coordinate and support training opportunities for identified agency needs related to emergency management and NIMS.
- Provide outreach at community events
- Prepare and submit annual emergency management program report to Washington State Emergency Management Division (from deliverable report from the local agency on activities not related to this program).
- Manage emergency worker volunteer program in accordance with WAC 118-04.

Mitigation Support

- Facilitate Hazard Mitigation Plan coordination, development, and review
- Provide guidance, training, and tools in development of a Threat Hazard Identification Risk Assessment (THIRA) and County Emergency Preparedness Review (CEPR); and subsequent regular reviews

Response Support

- Provide access to and support from our 24-hour Duty Officer
- Activate and manage the Grays Harbor County Emergency Operations Center (EOC) as necessary or in support of activations either by plan or agency request.
- Support coordination of multi-agency response to emergency incident(s)
- Provide alert, warning, and emergency public information (methods include, Grays Harbor County Alerts, EAS, WEA, NWEMA, AHAB Warning System, social media, and traditional media)
- Provide and/or coordinate a Public Information Officer and Joint Information System to support local agency for crisis communications related to an incident(s) or emergency
- Facilitate and coordinate Multi-Agency Coordination Group for multi-jurisdictional incidents, emergencies or impacts resulting there from.
- Establish and maintain situational awareness
- Provide logistical support, as required

Recovery Support

- Facilitate and collect (as needed) disaster damage assessments for individuals and businesses
- Provide communication and assistance (as needed) for Public Assistance programs in the event of declared disaster (agencies are responsible for submission unless specifically contracted to GHCEM)
- Coordinate and support recovery efforts as needed

Appendix B
Emergency Management Services – Deliverables to County

- The City will, in accordance with 38.52.070, appoint a director for their Emergency Management organization who will serve as the point of contact to the GHCDDEM.
- The City will designate a representative to the Emergency Management Planning Committee and regularly attend meetings.
- The City will participate in the development and maintenance of plans defined within the agreement.
- The City will identify a primary and alternate point of contact for each planning effort to facilitate in the development of comprehensive emergency management plan, hazard mitigation plan and other plans as applicable.
- Provides and conducts, in conjunction with the County, an assessment identifying the potential hazards and vulnerabilities specific to the city.
- The City will participate and coordinate with the County during response activities, providing up to date information as it becomes available to maintain situational awareness of emergencies.
- The City will provide a representative or liaison(s), as required during emergencies, to the Grays Harbor EOC or Multi-Agency Coordinating Group to coordinate response and recovery activities.
- The City will coordinate and identify any potential volunteers with the County to insure they are covered by the Washington State Emergency Workers Program.
- The City acknowledges that using volunteer (as groups or individuals) for activities outside the scope of their intended purpose and/or training places them outside the scope of RCW 38.52.180, Chapter 118-04 WAC and the agreement. These volunteers cannot be afforded protection under the Washington State Emergency Workers program; therefore, if the City desires to expand the use of volunteers beyond the scope established by the County and this Agreement may require the City to provide coverage in accordance with L&I Industrial Insurance/Workman's Compensation regulations.
- The City will maintain compliance with NIMS for all emergency management or response activities.
- The City will manage all pass-through grants received by the City from the County in accordance with grant funding requirements.

Appendix C Emergency Management Cost Share

This section to be updated annually.

FY24 Emergency Management Budget Cost Share

FY24 GHCEM Budget (All Expenditure Accounts)	\$567,808
FY24 Grant Fund Expenditures (Pass-Through)	-\$115,512
FY24 GHCEM Direct Costs (Non-share)	-\$212,152
2024 Projected Shared Expense (5)	\$240,144

Political Subdivision	Population ⁽¹⁾	% of County Total Population (1)	Assessed Value ⁽²⁾	% of County Total AV (2)	Combined % (3)	Collection in 2025 (4)
Grays Harbor County***	29,370	38.14%	\$5,072,253,146	40.13%	39.14%	\$93,988
Aberdeen	17,080	22.18%	\$1,753,442,437	13.87%	18.03%	\$43,292
Cosmopolis	1,670	2.17%	\$216,967,042	1.72%	1.94%	\$4,665
Elma	3,480	4.52%	\$531,743,524	4.21%	4.36%	\$10,479
Hoquiam	8,795	11.42%	\$793,452,387	6.28%	8.85%	\$21,253
McCleary	2,120	2.75%	\$264,814,814	2.10%	2.42%	\$5,822
Montesano	4,090	5.31%	\$610,344,704	4.83%	5.07%	\$12,177
Oakville	720	0.94%	\$69,924,963	0.55%	0.74%	\$1,787
Ocean Shores	7,380	9.58%	\$2,755,206,426	21.80%	15.69%	\$37,684
Westport	2,295	2.98%	\$570,152,980	4.51%	3.75%	\$8,996
TOTAL	77,000	100.00%	\$12,638,302,423	100.00%	100.00%	\$240,144

* Assessed Values are based on 2023 Levy for Collection in 2024 (<https://cms5.revize.com/revize/graysharborcounty/2022%20for%202023%20Tax.pdf>)

** From the WA State Office of Financial Management Report for 2023: <http://www.ofm.wa.gov/pop/april1/default.asp>

*** County AV Based on unincorporated values (Road District Assessment)


Interlocal with McCleary for EM Services.pdf


Final Audit Report


2024-12-31


Created:	2024-12-31
By:	Wendy Chatham (wendy.chatham@graysharbor.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAaDXnWcXLDZgnDMB677r9UP54riYrFA4Z


"Interlocal with McCleary for EM Services.pdf" History


 Document created by Wendy Chatham (wendy.chatham@graysharbor.us)
2024-12-31 - 0:19:19 AM GMT


 Document emailed to kpine@graysharbor.us for signature
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 Email viewed by kpine@graysharbor.us
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 Signer kpine@graysharbor.us entered name at signing as Kevin Pine
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 Document e-signed by Kevin Pine (kpine@graysharbor.us)
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