



McCleary City Council Meeting

Wednesday, February 08, 2023 – 6:30 PM

McCleary City Hall Council Chambers

Agenda

Join Zoom Meeting

<https://zoom.us/j/98861529830?pwd=Y25ZeEhDa3VOTk1wWHpodjhQdCtVdz09>

Meeting ID: 988 6152 9830

Passcode: 276660

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Agenda Modifications/Acceptance

Special Presentations

Public Comment - Agenda Items Only

Consent Agenda

1. Accounts Payable December 31, 2022
2. Accounts Payable January 1-15
3. Accounts Payable January 16-31
- [4.](#) Minutes - January 11, 2023

Updates

- [5.](#) Staff Reports - Water & Wastewater, Police, Public Works, Director of Public Works, Light & Power

New Business

6. Parks Planning Update
- [7.](#) East Grays Harbor - EMS Availability Agreement

Old Business

8. Council Committee Assignments Discussion

Ordinances and Resolutions

- [9.](#) Credit Card Ordinance
- [10.](#) Police Department Ordinance
- [11.](#) Signs Ordinance

Executive Session

Adjourn

Please turn off Cell Phones- Thank you

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

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

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



McCleary Regular City Council Meeting

Wednesday, January 11, 2023 – 6:30 PM

McCleary Council Chambers & Zoom

Minutes

Call to Order/Flag Salute/Roll Call

Meeting called to order at 6:31pm.

PRESENT

Councilmember Jenna Amsbury

Councilmember Brycen Huff

Councilmember Andrea Dahl

Councilmember Joy Iversen

ABSENT

Councilmember Max Ross and Mayor Miller

Motion made by Councilmember Iversen, Seconded by Councilmember Amsbury to excuse Councilmember Ross.

Voting Yea: Councilmember Amsbury, Councilmember Dahl, Councilmember Iversen

Agenda Modifications/Acceptance

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

Voting Yea: Councilmember Amsbury, Councilmember Huff, Councilmember Dahl, Councilmember Iversen

Special Presentations

1. Summit Pacific Medical Center - Organizational Updates Presentation

Josh from Summit Pacific gave a presentation on Summit Pacific's organizational updates. He talked about growth and how Summit Pacific plans to expand.

Public Comment - Agenda Items Only

None

Consent Agenda

Motion made by Councilmember Amsbury, Seconded by Councilmember Iversen to accept the Consent Agenda.

Voting Yea: Councilmember Amsbury, Councilmember Huff, Councilmember Dahl, Councilmember Iversen

2. Minutes - August 18, 2022
3. Minutes - December 14, 2022
4. Accounts Payable December 1-15 Check Numbers 51456-51499 Including EFT's totaling \$181,675.75
5. Accounts Payable December 16-23 Check Numbers 51500-51542 Including EFT's Totaling \$167,699.11

Updates

Councilmember Amsbury thanked Chad Bedlington for the list of accomplishments in his Staff Report.

6. Staff Reports - Finance, Police, L&P, Public Works Director, Water & Wastewater

New Business

7. Evergreen Consulting Group - Contract Renewal

Please turn off Cell Phones- Thank you

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Chad Bedlington stated that Evergreen Consulting Group is for our Energy Assistance Program. This renewal is for a 1-year term.

Motion made by Councilmember Iversen, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Amsbury, Councilmember Huff, Councilmember Dahl, Councilmember Iversen

8. Mayor Pro-Tem Discussion

Mayor Pro-Tem Huff stated at the beginning of each year we select a new Mayor Pro-Tem and asked if there was any discussion or nominations for this. Councilmember Iversen asked if anybody was interested. Councilmember Huff stated he would be happy to stay on. Councilmember Amsbury said she is happy to have Brycen do it again this year, but is also willing to step up. Councilmember Dahl said that Councilmember Huff has done an amazing job over the last year and nominates him for Mayor Pro-Tem.

Motion made by Councilmember Dahl, Seconded by Councilmember Iversen.

Voting Yea: Councilmember Amsbury, Councilmember Dahl, Councilmember Iversen

9. Council Committee Assignments Discussion

Councilmember Iversen said she's been on the Finance Committee for five years and is willing to let someone else take her spot so they can get more familiar with our finances. Councilmember Dahl would love to stay on the Finance Committee. Council wants to move this item to next month's Agenda when Councilmember Ross is able to attend. The current Councilmembers on the Committees are: Public Works, Councilmembers Huff and Ross, Councilmember Dahl is interested in being on this one. Policy, Councilmembers Amsbury and Iversen. Communications, Councilmembers Huff and Dahl. Finance, Councilmembers Iversen and Dahl.

Old Business

None

Ordinances and Resolutions

10. Ordinance to Update McCleary Municipal Code, Chapter 15.12 Flood Hazard Areas

Chad Bedlington stated this is a partnership with Department of Ecology. This is an updated definition of what can be done in Flood Hazard Areas. It's something we have to have in place for people's insurance needs.

Ordinance 878

Motion made by Councilmember Amsbury, Seconded by Councilmember Dahl.

Roll Call Vote

Voting Yea: Councilmember Amsbury, Councilmember Huff, Councilmember Dahl, Councilmember Iversen

Executive Session

None

Adjourn

Meeting adjourned at 7:20pm.

Motion made by Councilmember Amsbury, Seconded by Councilmember Dahl.

Voting Yea: Councilmember Amsbury, Councilmember Huff, Councilmember Dahl, Councilmember Iversen

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City of McCleary **STAFF REPORT**

To:	Mayor Miller and City Council
From:	Kevin Trewhella
Date:	February, 2023
Department:	Water and Wastewater

Water and Wastewater operations is working to cut costs. Water department will have ongoing projects to improve fire flow as indicated in our Facilities Plan.

Have a great week!

Kevin Trewhella



City of McCleary **STAFF REPORT**

To:	City Council
From:	Chief Sam Patrick
Date:	02/01/2023
Department:	Police Department

Greeting Council,
things are going good transitioning into the new year.

We had 274 calls for service in January.

We are still looking for a new hire for the department. The last person that was interviewed fell through on his background investigation.

The former K9 vehicle needs to be surplus due to extensive repairs that need to be done. After the vehicle is surplus the department will start taking all necessary equipment off for department use if needed.

**McCleary Police Department
Monthly Call Activity Report**



Jan-23

		1	Liquor
		1	Lost Property
		1	Lost/Missing/Found Person
		1	Malicious Mischief
			Medical/ Fire- Assist ACP
#	Calls		
2	911 Hangup	1	Mortorist Assist
4	911 Open line		Non Blocking Accident
	Abandoned/Disabled Vehicles		Non Blocking Vehicle
2	Accident with blocking	2	Order
1	Accidents with Injuries		Open Door
2	Accidents with no Injuries		Overdose
11	Agency Assist	2	Parking Problem
	Agency Assist Traffic		Police Assist
	Assists Citizen	15	Police Information
3	Alarm		Property/Lost/Found/Recovered
2	Animal		Prowler
	Assault	3	Reckless
	ATC (Attemp to Contact)		Rollover
	ATL (Attempt to Locate)		Robbery
	Bad Checks	1	Service
	Blocking Accident	1	Sex Offense
	Burglary		Shooting/Weapons/Explosives/ Hazards
	Child Abuse/ Neglect	3	Shoplifting
	Child Molestation/Rape/Comm	5	Subject Stop
3	Civil/Public	2	Sucide
	Court Order		Suicide/Threats/ Attempts
1	Display	5	Suspicious Person
2	Disorderly conduct	6	Suspicious Vehicle
1	Disabled Vehicle	3	Suspicious/Unkn Circumstances
	Druges/Equipment Violation	2	Thefts (MV)/tmvwp/recstveh
2	DUI	1	Thefts/ Larceny
4	DVA in Progress		Traffic / Reckless-Crimal
	Eluding		Traffic CCA
	Extra Patrols		Traffic Offense
	Fire Boardcast	1	Traffic- Other/Hazzard/Patrol
1	Firearms		Traffic SBC
	Fireworks	121	Traffic Stop
	Forgery		Traffic/ Infractions
	Found Child	6	Trespassing
1	Found Property	3	Verbal Argument
2	Frad/ Scam Offences		Vehicle Theft in progress
29	Fire or Aid Responding		Vehicle Theft
3	Harrassment	4	Unknown Problem
	Illegal Burn	3	Warrants/Wanted Person
2	Juvenile	3	Welfare check
78		196	

Tickets: 46

Total : 274 Year To Date 274



City of McCleary **STAFF REPORT**

To:	Mayor Miller and Council Members
From:	Steve Randich
Date:	Feb 1,2023
Department:	Public Works

Mayor and Council,

We are currently working in the fire hall pouring a concrete slab and putting up insulation and plywood on the walls. Also trying to get the police dept office finished up.

Thank you,
Steve



City of McCleary

STAFF REPORT

To:	Mayor Miller and City Councilmembers
From:	Chad Bedlington, Director of Public Works
Date:	February 8, 2023
Department:	Public Works Administration

January was an exciting month as we begin kicking off some of our 2023 projects and priorities. Here is a list of activities from this last month that I would like to share with Council:

- Deployed our new after-hours call system (Daupler). No afterhours calls just yet, but we are anxious to see how it improves our responsiveness and record keeping.
- Completed the first Planning commission meeting and discussed the comprehensive planning efforts together with the shoreline management plan periodic updates. Please also note that we will have our stakeholder group for the Comprehensive Plan Update meeting for the first time on February 9th to begin formal introduction to the planning process and start some visioning.
- Completed the I.T. infrastructure assessment. Waiting on the report coming back to us from our consultant in the next few weeks.
- Energy Audit was kicked off on January 17th. We are currently assessing options to determine where we may be able to save money for the City through power and HVAC upgrades.
- Annual reporting has begun for our NPDES permitting, Title VI, and Consumer Confidence Reports.
- Began the planning effort for repair and maintenance projects in the water utility. Have two projects schedule for February and March.
- Continue planning and budgeting efforts for a dog park near the Cemetery.
- Will start in February constructing raised bed boxes for our Community Center community garden. Please let me know if there are any specific community members we may reach out to for this effort.



City of McCleary **STAFF REPORT**

To:	Mayor Miller and Council
From:	Paul Nott
Date:	1/1/2023
Department:	Light and Power

Hello All,
We currently have 3 projects that we are working on simultaneously. Two on the E Elma Hicklin, one on Larson Rd.

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

Paul



Memorandum

DATE: Monday, September 27, 2022

TO: Mayor, Chris Miller, Chief Paul Nott

FROM: Adam Fulbright, Fire Chief

SUBJECT: EMS Availability Agreement Formula Cost Study

Attached will find three pages with various data on our cost study. I will break down each one for you, explaining the cost of providing availability for Emergency Medical Services to greater East Grays Harbor County.

In 2008 a multi-agency EMS committee established and adopted this formula to evaluate the cost of providing EMS services. This formula takes the total budgetary cost of running Emergency Medical Services and subtracts the total annual EMS revenue collected.

The remaining balance is then calculated into the percentage of calls that each agency responds to annually, establishing each agencies annual cost. The current annual rate charged is subtracted by the new projected annual cost leaving you with the balance used to adjust your annual rate.

The last EMS availability study was completed in 2017 and was based on 1423 annual EMS calls (see 2017 rate sheet). A six-year agreement with an annual cola was agreed to and approved by all parties.

I have updated the information using call numbers from 2021. Due to the recommended increase, I have provided a few options for the City to consider, projection 1 continues doing business as usually. While projection 2 adjust response procedures slightly to reduce our cost and the availability cost for McCleary Fire.

Projection 1 – This study shows the total cost of providing EMS services using the annual call volume from 2021 and the 2021 budgeted numbers. The staffing included are 3 FT Medics, 1FT EMT, 1 PT Responder, 50% of the Chief and Administrative Assistant (Payroll).

Projection 2 – This study shows the total cost of providing EMS services using the annual call volume from 2021 and the 2021 budgeted numbers. The staffing included are 3 FT Medics, 1 FT, 1 PT Responder, 50% of the Chief and Administrative Assistant (Payroll). To reduce their annual cost, we would change the language in the agreement, having McCleary Fire respond to all non-injury lift assist in their area. Reducing MFD calls by approximately 55 calls. Projection 2 reduces our dispatch fees, fuel, and the wear and tear on vehicles.

As you can see in the study, the three things that directly affects changes in annual cost are call volume, revenue collected and staffing levels. Over the last Six years we have experienced an increase in call volume, inflation on supplies, fuel, maintenance and of course staffing to meet the needs of East Grays Harbor County.

Together our two agencies have provided a highly professional and quality level of care to our community. In continuation of our shared responsibility to our citizens, I recommend we consider Option 2 for the next contact.

For comparison purposes only, see the following information.

Call Volume

2017 (Last year of previous agreement)

- District 5 - 546
- Elma - 516
- McCleary - 301
- District 12 – 72

2021

- Eats Grays Harbor Fire Rescue District 5 – 1154 (+92 or an 8.66% increase)
- McCleary – 326 (+25 or an 8.30% increase)
- District 12 – 187 (+115 or an 159.72% increase)

Availability Fees:

2017

- Elma - \$201,850.92 (\$391.18 per call average)
- McCleary - \$84,850.44 (\$281.90 per call average)
- District 12 – \$36,225.48 (\$503.13 per call average)

2023 (projected increase)

- McCleary – \$105,661.20 (+\$38,212.02 or a 36.16% increase) (\$441.33 per call average)
- District 12 – \$40,605.96 (+\$41,922.55 or a 50.79% increase) (\$441.33 per call average)

EMS AVAILABILITY FEE STUDY 2017

Item 7.

Expense			
Description	Total \$	%	\$\$
Fire Chief Salary	\$ 50,411.00	100%	\$ 50,411.00
Chief's Benefits	\$ 24,222.95	100%	\$ 24,222.95
Total Admin	\$ 74,633.95		\$ 74,633.95
EMS Slaries & Wages	\$ 481,266.26	100.00%	\$ 481,266.26
Overtime	\$ 48,239.75	100.00%	\$ 48,239.75
EMS Trans/Standby Stipend	\$ 34,058.86	100.00%	\$ 34,058.86
Benefits	\$ 273,173.00	100.00%	\$ 273,173.00
Total Personnel	\$ 836,737.87		\$ 836,737.87
EMS Operations			
EMS Fuel	\$ 18,932.67	100%	\$ 18,932.67
EMS Billing	\$ 27,451.22	100%	\$ 27,451.22
911 EMS Dispatching	\$ 10,596.98	100%	\$ 10,596.98
County Payroll Services	\$ 5,420.30	100%	\$ 5,420.30
EMS Training	\$ 4,944.28	100%	\$ 4,944.28
Ambulance Vehicle Repair	\$ 19,208.96	100%	\$ 19,208.96
Medical Supplies	\$ 35,196.69	100%	\$ 35,196.69
EMS Miscellaneous Ops	\$ 57,507.64	100%	\$ 57,507.64
Total EMS Operations	\$ 179,258.74		\$ 179,258.74
Total EMS Cost			\$ 1,090,630.56
Ambulance Replacement			\$ 20,000.00
			\$ 1,110,630.56

STAFFING LEVEL
2 FT Medics, 1 PT Responder,
Volunteers, Chief (50%)
& BC (50%)

Revenue	
Description	
DOH Pre-Hospital	\$ 1,270.00
Ambulance Tranport Fees	\$ 537,594.93
EMS Other Revenue	\$ 21,794.17
Total EMS Revenue	\$ 560,659.10

EMS Availability Amount \$ 549,971.46

Total 911 EMS Calls = 1423

Break Down	# EMS Calls	EMS Availability %	\$\$	2017 Rate	Difference
Elma	506	35.56%	\$ 195,562.59	\$ 201,850.92	\$ 6,288.33
McCleary	306	21.50%	\$ 118,265.12	\$ 84,850.44	\$ (33,414.68)
D12	77	5.41%	\$ 29,759.52	\$ 36,225.48	\$ 6,465.96
D5	534	37.53%	\$ 206,384.23	\$ 227,044.62	\$ 20,660.39
Total	1423	100%	\$ 549,971.46	\$ 549,971.46	

EMS AVAILABILITY FEE STUDY 2022

Item 7.

Expense			
Description	Total \$	%	\$\$
Fire Chief Salary	\$ 57,538.71	50%	\$ 57,538.71
Chief's Benefits	\$ 22,707.14	50%	\$ 22,707.14
Total Admin	\$ 80,245.85		\$ 80,245.85
EMS Slaries & Wages	\$ 630,254.79	100.00%	\$ 630,254.79
Overtime	\$ 52,530.19	100.00%	\$ 52,530.19
EMS Trans/Standby Stipend	\$ 47,364.71	100.00%	\$ 47,364.71
Benefits	\$ 333,274.02	100.00%	\$ 333,274.02
Total Personnel	\$ 1,063,423.71		\$ 1,063,423.71
EMS Operations			
EMS Fuel	\$ 19,266.82	100%	\$ 19,266.82
EMS Billing	\$ 26,446.68	100%	\$ 26,446.68
911 EMS Dispatching	\$ 16,803.29	100%	\$ 16,803.29
Payroll Services	\$ 49,104.78	50%	\$ 49,104.78
EMS Training	\$ 21,757.58	100%	\$ 21,757.58
Ambulance Vehicle Repair	\$ 47,609.50	100%	\$ 47,609.50
Medical Supplies	\$ 40,550.74	100%	\$ 40,550.74
EMS Miscellaneous Ops	\$ 97,672.87	100%	\$ 97,672.87
Total EMS Operations	\$ 319,212.26		\$ 319,212.26
Total EMS Cost			\$ 1,462,881.82
Ambulance Replacement			\$ 26,000.00
			\$ 1,488,881.82

STAFFING LEVEL
3 FT Medics, 1FT EMT 1 PT EMT,
Volunteers, Chief (50%)
Payroll/AA (50%)

Revenue	
Description	
DOH Pre-Hospital	\$ 1,260.00
Ambulance Tranport Fees	\$ 731,813.11
EMS Other Revenue	\$ 20,113.42
Total EMS Revenue	\$ 753,186.53

EMS Availability Amount \$ 735,695.29

Total 911 EMS Calls = 1667

Break Down	# EMS Calls	EMS Availabilty %	\$\$	2022 Rate	Difference
East Grays Harbor Fire	1154	69.23%	\$ 509,293.56	\$ 776,555.56	\$ 267,262.00
McCleary	326	19.56%	\$ 143,873.22	\$ 105,661.20	\$ (38,212.02)
D12	187	11.22%	\$ 82,528.51	\$ 40,605.96	\$ (41,922.55)
Total	1667	100%	\$ 735,695.29	\$ 922,822.72	\$ 187,127.43

EMS AVAILABILITY FEE STUDY 2022

Expense			
Description	Total \$	%	\$\$
Fire Chief Salary	\$ 57,538.71	50%	\$ 57,538.71
Chief's Benefits	\$ 22,707.14	50%	\$ 22,707.14
Total Admin	\$ 80,245.85		\$ 80,245.85
EMS Slaries & Wages	\$ 630,254.79	100.00%	\$ 630,254.79
Overtime	\$ 52,530.19	100.00%	\$ 52,530.19
EMS Trans/Standby Stipend	\$ 47,364.71	100.00%	\$ 47,364.71
Benefits	\$ 333,274.02	100.00%	\$ 333,274.02
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EMS Fuel	\$ 19,266.82	100%	\$ 19,266.82
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Ambulance Vehicle Repair	\$ 47,609.50	100%	\$ 47,609.50
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Total EMS Operations	\$ 319,212.26		\$ 319,212.26
Total EMS Cost			\$ 1,462,881.82
Ambulance Replacement			\$ 26,000.00
			\$ 1,488,881.82

STAFFING LEVEL
3 FT Medics, 1 FT EMT, 1 PT EMT,
Volunteers, Chief (50%)
Payroll/AA (50%)

Revenue	
Description	
DOH Pre-Hospital	\$ 1,260.00
Ambulance Tranport Fees	\$ 731,813.11
EMS Other Revenue	\$ 20,113.42
Total EMS Revenue	\$ 753,186.53

EMS Availability Amount \$ 735,695.29

Total 911 EMS Calls = 1667

Break Down	# EMS Calls	EMS Availabilty %	\$\$	2022 Rate	Difference
East Grays Harbor Fire	1154	69.23%	\$ 509,293.56	\$ 776,555.56	\$ 267,262.00
McCleary-55 calls	271	16.26%	\$ 119,600.13	\$ 105,661.20	\$ (13,938.93)
D12- 30 calls	157	9.42%	\$ 69,288.64	\$ 40,605.96	\$ (28,682.68)
Total	1582	95%	\$ 698,182.33	\$ 922,822.72	\$ 224,640.39

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MCCLEARY RELATING TO CITY ADMINISTERED CREDIT CARDS FOR MUNICIPAL PURPOSES, AMENDING SECTIONS 2.46.010 AND 2.46.020 MMC.

R E C I T A L S:

WHEREAS, the City of McCleary first adopted an ordinances regarding credit cards and receipts for municipal purposes in 1998; and

WHEREAS, the implementation of a City credit card program is recognized by the State of Washington as usual and customary for official government purchases as provided in RCW 43.09.2855; and

WHEREAS, the City Council recognizes the use of credit cards is a customary and economical business practice to improve cash management, reduce costs, and increase efficiency; and

WHEREAS, City of McCleary also recognizes the use of credit cards to be an appropriate and useful means of making payment for a variety of types of purchases; and

WHEREAS, City of McCleary looks to track all credit card expenditures uncured upon City credit cards via receipts and/or other documents; and

WHEREAS, the City Council held a public hearing on _____ to consider this Ordinance;

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

SECTION I: MMC Section 2.46.010 titled “Purpose.” is hereby amended to read as follows:

2.46.010 Purpose.

- A. Upon authorization of the ~~city council~~ City Council and upon the direction of the ~~mayor~~ Mayor, the ~~city~~ City may obtain ~~up to two regular~~ credit cards which shall be held by the Clerk-Treasurer in the City safe by, and shall be used under the authority of the ~~mayor~~ Clerk-Treasurer, for the purpose of covering expenses incident to budgeted, authorized travel by members of the ~~city council~~ City Council, department heads, and City employees, and for the purpose of covering other budgeted, ~~city~~City-related expenses approved in advance by the ~~mayor~~ Mayor for ~~city~~ City employees, and by the ~~city council~~ City Council for members of the ~~city council~~ City Council and the ~~mayor~~ Mayor.
- B. Such charge cards as may be obtained upon behalf of the ~~city~~ City:
1. May be used by ~~city~~ City employees for advance payment of airline fares, lodging, registration fees, and tuition, as authorized by the ~~mayor~~ Mayor, where such expenses have been included in the budget approved by the ~~city council~~ City Council.
 2. In the form of gasoline credit cards and ~~telephone calling~~ travel credit cards may be temporarily carried by officers and employees of the ~~city~~ City while traveling for authorized purposes, in ~~city~~ City vehicles, when approved in advance by the Mayor for ~~city council~~ City employees, and by the City Council for members of the City Council.
 3. ~~In the form of gasoline credit cards may be temporarily carried by employees of the city~~ City while operating ~~city~~ City vehicles for authorized purposes during the ordinary course of departmental operations, when approved in advance by the ~~mayor~~ Mayor. In such situations, the ~~mayor~~ Mayor may authorize the ~~director~~ Director of ~~public works~~ Public Works and Chief of Police to assign such cards to particular vehicles, rather than to particular employees.

SECTION II: MMC Section 2.46.020 titled “Receipts.” is hereby amended to read as follows:

2.46.020 Receipts.

All credit card receipts and/or other documents identifying credit card expenditures incurred upon ~~e~~City credit cards shall be delivered to the ~~e~~Clerk ~~†~~Treasurer upon such schedule and accompanied by such supporting data as may be required by the City ~~e~~Clerk ~~†~~Treasurer.

SECTION III: 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 phrase had been declared invalid or unconstitutional.

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

SECTION V: Corrections by the Clerk-Controller or Code Reviser. Upon approval of the Mayor and City Attorney, the Clerk-Controller and the Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or ordinance number and section/subsection numbering.

PASSED THIS ____ DAY OF _____, 2023, by the City Council of the City of McCleary, and signed in approval therewith this ____, day of _____, 2023.

CITY OF McCLEARY:

CHRIS SMITH, Mayor

ATTEST:

ANN-MARIE ZUNIGA, Clerk-Treasurer

APPROVED AS TO FORM:

CHRISTOPHER JOHN COKER, City Attorney

Chapter 2.46 - CREDIT CARDS FOR MUNICIPAL PURPOSES

2.46.010 - Purpose.

- A. Upon authorization of the City Council and upon the direction of the Mayor, the City may obtain credit cards which shall be held by the City Clerk-Treasurer in the City Safe, and shall be used under the authority of the Mayor, for the purpose of covering expenses incident to budgeted, authorized travel by members of the City Council, department heads, and City employees , and for the purpose of covering other budgeted, City-related expenses approved in advance by the Mayor for City employees, and by the City Council for members of the City Council and the Mayor.
- B. Such charge cards as may be obtained upon behalf of the City:
 1. May be used by City employees for advance payment of airline fares, lodging, registration fees, and tuition, as authorized by the Mayor, where such expenses have been included in the budget approved by the City Council.
 2. In the form of gasoline credit cards and travel cards may be temporarily carried by officers and employees of the City while traveling for authorized purposes, in City vehicles, when approved in advance by the Mayor for City employees, and by the City Council for members of the City Council.
 3. In the form of gasoline credit cards may be temporarily carried by employees of the City while operating City vehicles for authorized purposes during the ordinary course of departmental operations, when approved in advance by the Mayor. In such situations, the Mayor may authorize the Director of Public Works and Chief of Police to assign such cards to particular vehicles, rather than to particular employees.

(Ord. 654 § 1, 1998; Ord. XXX § 2, 2023)

2.46.020 - Receipts.

All credit card receipts and/or other documents identifying credit card expenditures incurred upon City credit cards shall be delivered to the Clerk-Treasurer upon such schedule and accompanied by such supporting data as may be required by the City Clerk-Treasurer.

(Ord. 654 § 2, 1998; Ord. XXX § 2, 2023)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MCCLEARY RELATING TO CITY POLICE DEPARTMENT DUTIES AND OPERATION, AMENDING ALL SECTIONS WITHIN CHAPTER 2.16 MMC TITLED “POLICE DEPARTMENT”.

RECITALS:

WHEREAS, the City of McCleary first adopted a chapter regarding the City Police Department in 1974; and

WHEREAS, the City of McCleary’s Police Department shall be under the direction and control of the Chief of Police subject to the direction of the Mayor as provided in RCW 35.23.161: and

WHEREAS, the appointment and removal of a City Chief of Police is recognized by the State of Washington as an enumerated power of the City officers as provided in RCW 35.23.021; and

WHEREAS, the City Council recognizes the importance of keeping the City’s Police Department municipal code up to date; and

WHEREAS, City of McCleary also recognizes the importance of invoking clarity and simplicity within the municipal code; and

WHEREAS, the City Council held a public hearing on _____ to consider this Ordinance;

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

SECTION I: MMC Section 2.16.010 titled “Chief of police—Powers and duties.” is hereby amended to read as follows:

2.16.010 Chief of ~~p~~Police—Powers and duties.

The ~~Police~~ ~~d~~Department of ~~p~~olice shall be under the direction and control of the ~~e~~Chief of ~~p~~Police, subject to the direction of the ~~m~~Mayor. The ~~e~~Chief shall be responsible for supervision of the investigation of all violations of ~~e~~City ordinances or state law which come to the ~~e~~Chief's knowledge. So long as the individual is in the custody of the ~~p~~Police ~~d~~Department, the ~~e~~Chief or designee thereof shall have charge of the prisoners. The ~~e~~Chief and other members of the department ~~may pursue and arrest violators of city ordinances and state laws beyond the city limits to the extent allowed by law and shall have and may exercise any and all other authority granted by city ordinance or state law to law enforcement officers~~ with authority to detain or arrest, shall have charge of the individual(s) until released or booked into medical or correctional facility.

SECTION II: MMC Section 2.16.020 titled “Chief of police—Execution of lawful orders.” is hereby amended to read as follows:

2.16.020 Chief of ~~p~~Police—Execution of lawful orders.

The lawful orders of the ~~e~~Chief of ~~p~~Police shall be promptly executed by members of the department. Every citizen shall lend members of the ~~p~~Police ~~d~~Department aid, when required, for the arrest of offenders and maintenance of public peace, safety, and order. Appointment of other members of the department, including officers, shall be carried out in compliance with the applicable provisions of this code, including those relating to civil service, or written resolution of the ~~City~~ ~~e~~Council.

SECTION III: MMC Section 2.16.050 titled “Chief of police—Other services.” is hereby amended to read as follows:

2.16.050 Chief of ~~p~~Police—Other services.

The ~~e~~Chief of ~~p~~Police shall perform such other services and duties as the council by ordinance or resolution may require or authorize.

SECTION IV: MMC Section 2.16.080 titled “Police reserve force—Created—Membership.” is hereby amended to read as follows:

2.16.080 Police ~~r~~Reserve ~~f~~Force—Created—Membership.

There is a ~~p~~Police ~~r~~Reserve ~~f~~Force of such number as may be authorized by written resolution of the ~~C~~City ~~e~~Council. Each member shall be appointed by the ~~m~~Mayor, upon recommendation of the ~~e~~Chief of ~~p~~Police. Appointment to, service upon, and removal from the ~~P~~Police ~~r~~Reserve ~~f~~Force shall be subject to such terms and conditions as may be established by written resolution of the ~~C~~City ~~e~~Council.

SECTION V: MMC Section 2.16.090 titled “Police reserve force—Duties.” is hereby amended to read as follows:

2.16.090 Police ~~r~~Reserve ~~f~~Force—Duties.

The duties of the ~~p~~Police ~~r~~Reserve ~~f~~Force are to supplement the regular police force in event of a major disaster affecting citizens of the ~~e~~City; to aid in the control of traffic and maintenance of order at parades, and generally policing of large assemblies of people, and in case of a declared emergency to assist the regular police in the protection of life, property, and preservation of peace and order, and such other authority, including police duties, as the ~~e~~Chief of ~~p~~Police may authorize, upon approval of the ~~m~~Mayor.

SECTION VI: MMC Section 2.16.200 titled “Chief of police—Authority granted to city.” is hereby amended to read as follows:

2.16.200 Chief of ~~p~~Police—Authority granted to city.

It is the intention of the ~~e~~City by the adoption of this section to exercise to the maximum extent allowed by law the authority granted by state law so as to create an alternative procedure of designating, selecting and dealing in all ways with the position of the ~~e~~Chief of ~~p~~Police, and that such procedure shall not be subject to Chapter 2.56 of this title in any manner whatsoever, including but not limited to methodology of selection, establishment of terms and conditions of employment, methodology and justification for removal, basis for discipline, and methodology for appeal.

SECTION VII: MMC Section 2.16.210 titled “Chief of police—Appointment.” is hereby amended to read as follows:

2.16.210 Chief of ~~p~~Police—Appointment.

Prior to the appointment of a ~~e~~Chief of ~~p~~Police, the ~~m~~Mayor shall:

- A. Establish the qualifications required of any applicant to the ~~e~~Office of ~~e~~Chief and advertise the same within the department and in at least the ~~e~~City's official ~~(or designated)~~ newspaper or an online employment board. ~~and two papers of daily~~

circulation, If a newspaper is used, it should be one of which may be the legal newspaper previously referenced and at least one of which shall be published within this eCounty;

- B. Carry forth such program and type of testing as is determined, in the judgment of the mMayor, to best meet the goal of the selection process, to-wit: the selection of a well-qualified individual to serve in the position of eChief of pPolice;
- C. Select and appoint an applicant and either:
 1. Negotiate the terms of an employment contract with such designee as may be acceptable to the mMayor and submit the appointee's name and contract terms to the city council for confirmation pursuant to the provision of Section 2.08.010 of this title, or
 2. Select and appoint an applicant pursuant to the provisions of Section 2.08.010 of this title, and, upon confirmation, the new eChief of pPolice shall be compensated as provided in the annual eCity budget and receive the same fringe benefits program provided to other eCity department heads. Other benefits, including holiday, vacation and sick leave benefits shall be those provided by this code, as currently written or hereafter amended.

SECTION VIII: MMC Section 2.16.220 titled “Chief of police—Removal.” is hereby amended

to read as follows:

2.16.200 Chief of pPolice—Removal.

In the event the mMayor determines it necessary and appropriate to remove a eChief of pPolice appointed pursuant to the provisions of the ordinance codified in this title, then such removal shall be made in the sole discretion of the mMayor pursuant to Section 2.08.020 of this title.

SECTION IX: 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 phrase had been declared invalid or unconstitutional.

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

SECTION XI: Corrections by the Clerk-Controller or Code Reviser. Upon approval of the Mayor and City Attorney, the Clerk-Controller and the Code Reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or ordinance number and section/subsection numbering.

PASSED THIS ____ DAY OF _____, 2023, by the City Council of the City of McCleary, and signed in approval therewith this ____, day of _____, 2023.

CITY OF McCLEARY:

CHRIS SMITH, Mayor

ATTEST:

ANN-MARIE ZUNIGA, Clerk-Treasurer

APPROVED AS TO FORM:

CHRISTOPHER JOHN COKER, City Attorney

Chapter 2.16 - POLICE DEPARTMENT

Sections:

2.16.010 - Chief of Police—Powers and duties.

The Police Department shall be under the direction and control of the Chief of Police, subject to the direction of the Mayor. The Chief shall be responsible for supervision of the investigation of all violations of City ordinances or state law which come to the Chief's knowledge. So long as the individual is in the custody of the Police Department, the Chief or designee thereof shall have charge of the prisoners. The Chief and other members of the department with authority to detain or arrest, shall have charge of the individual(s) until released or booked into a medical or correctional facility.

(Ord. 333 § 1, 1974; Ord. 742 § 3, 2007; Ord. XXX § 2, 2023)

2.16.020 - Chief of Police—Execution of lawful orders.

The lawful orders of the Chief of Police shall be promptly executed by members of the department. Every citizen shall lend members of the Police Department aid, when required, for the arrest of offenders and maintenance of public peace, safety, and order. Appointment of other members of the department, including officers, shall be carried out in compliance with the applicable provisions of this code, including those relating to civil service, or written resolution of the City Council.

(Ord. 333 § 1, 1974; Ord. 742 § 4, 2007; Ord. XXX § 2, 2023)

2.16.050 - Chief of Police—Other services.

The Chief of Police shall perform such other services and duties as the council by ordinance or resolution may require or authorize.

(Ord. 333 § 1, 1974; Ord. 742 § 5, 2007; Ord. XXX § 2, 2023)

2.16.080 - Police Reserve Force—Created—Membership.

There is a Police Reserve Force of such number as may be authorized by written resolution of the City Council. Each member shall be appointed by the Mayor, upon recommendation of the Chief of Police. Appointment to, service upon, and removal from the Police Reserve Force shall be subject to such terms and conditions as may be established by written resolution of the City Council.

(Ord. 333 § 1, 1974; Ord. 742 § 6, 2007; Ord. XXX § 2, 2023)

2.16.090 - Police Reserve Force—Duties.

The duties of the police reserve force are to supplement the regular police force in event of a major disaster affecting citizens of the City; to aid in the control of traffic and maintenance of order at parades, and generally policing of large assemblies of people, and in case of a declared emergency to assist the regular police in the protection of life, property, and preservation of peace and order, and such other authority, including police duties, as the Chief of Police may authorize, upon approval of the Mayor.

(Ord. 333 § 1, 1974; Ord. 742 § 7, 2007; Ord. XXX § 2, 2023)

2.16.200 - Chief of Police—Authority granted to city.

It is the intention of the City by the adoption of this section to exercise to the maximum extent allowed by law the authority granted by state law so as to create an alternative procedure of designating, selecting and dealing in all ways with the position of the Chief of Police, and that such procedure shall not be subject to [Chapter 2.56](#) of this title in any manner whatsoever, including but not limited to methodology of selection, establishment of terms and conditions of employment, methodology and justification for removal, basis for discipline, and methodology for appeal.

(Ord. 618 § 3, 1995; Ord. XXX § 2, 2023)

2.16.210 - Chief of Police—Appointment.

Prior to the appointment of a Chief of Police, the Mayor shall:

- A. Establish the qualifications required of any applicant to the Office of Chief and advertise the same within the department and in at least the City's official (or designated) newspaper or an online employment board. If a newspaper is used, it should be of one of which may be the legal newspaper previously referenced and at least one of which shall be published within this County;
- B. Carry forth such program and type of testing as is determined, in the judgment of the Mayor, to best meet the goal of the selection process, to-wit: the selection of a well-qualified individual to serve in the position of Chief of Police;
- C. Select and appoint an applicant and either:
 1. Negotiate the terms of an employment contract with such designee as may be acceptable to the Mayor and submit the appointee's name and contract terms to the City Council for confirmation pursuant to the provision of [Section 2.08.010](#) of this title, or
 2. Select and appoint an applicant pursuant to the provisions of [Section 2.08.010](#) of this title, and, upon confirmation, the new Chief of Police shall be compensated as provided in the annual City budget and receive

the same fringe benefits program provided to other City department heads. Other benefits, including holiday, vacation and sick leave benefits shall be those provided by this code, as currently written or hereafter amended.

(Ord. 618 § 4, 1995; Ord. XXX § 2, 2023)

2.16.220 - Chief of Police—Removal.

In the event the Mayor determines it necessary and appropriate to remove a Chief of Police appointed pursuant to the provisions of the ordinance codified in this title, then such removal shall be made in the sole discretion of the Mayor pursuant to [Section 2.08.020](#) of this title.

(Ord. 618 § 5, 1995; Ord. XXX § 2, 2023)

17.28.090 - Signs.

- A. The construction and placement of all signs shall conform to the International Building Code.
- B. No sign, except for traffic signs, portable signs, or other signs approved by the City Council, shall be located within the right-of-way of any street or highway, nor project beyond authorized property lines, except as provided below:
Projecting signs in the C-1 and C-2 districts and authorized by the City shall extend no closer than two feet to the edge of the roadway and provide a minimum clearance of ten feet from the highest existing grade.
- C. Off-premise signs are not allowed in any zoning district except for the following so long as they do not constitute a hazard to life or property:
 1. Traffic signs and control devices;
 2. Political signs not larger than thirty-two square feet, only authorized between the period of filing through ten (10) days after the general election is completed;
 3. Public notice signs;
 4. Special event signs and banners for periods not to exceed sixty days when such placement is authorized by the City;
 5. Real estate sale signs not larger than four square feet; and
 6. Two-sided portable signs with each side no larger than nine square feet.
 7. Subject to prior approval by the Director of Public Works, off-premises directional signs providing guidance to the location of an assisted care facility licensed by the State of Washington subject to the following conditions:
 - a. The use is located upon property at least one block from Simpson Avenue, South 3rd Street, or North Summit Road.
 - b. The sign shall be directional in nature indicating only the name of the facility and the direction of travel required to reach the facility.
 - c. No more than two signs for each facility.
 - d. The sign or signs requested to be placed shall be obtained and installed by the City. Prior to ordering the sign/s, the applicant shall pay to the City the estimated cost of such acquisition and the placement by City staff. In the event the estimate is less than

the actual cost incurred, the applicant shall pay such cost upon the billing therefore: Provided that, in the event of the failure to pay within thirty days of such billing, the City may remove the sign/s. If the estimate is higher than the actual costs incurred, the applicant shall be reimbursed the excess.

- D. The maximum height for projecting signs or freestanding signs shall not extend more than five feet above the highest exterior wall of the building it serves or, if mounted on the roof ridge line, more than two feet above that ridge line.
- E. The property owner is responsible for removing any sign advertising a commercial use that has been discontinued for longer than thirty days.

(Ord. 709 § 1 (part), 2004)

(Ord. No. 749, § 1, 7-25-2008)

(Ord. No. XXX, § 2, 2023)