



McCleary Regular City Council Meeting

Wednesday, March 11, 2026 – 6:30 PM

McCleary Community Center & Zoom Virtual Meeting

Agenda

Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=87332801090>

Meeting ID: 787 855 3789

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Mayor Brycen Huff

Councilmember Jacob Simmons

Councilmember Don Kuismi

Councilmember Brent Schiller

Councilmember Andrea Dahl, Mayor Pro Tem

Councilmember Keith Klimek

Agenda Modifications/Acceptance

Public Comment - Agenda Items Only

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

Please refrain from interrupting the speaker. Your comments should be respectful and courteous.

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

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

Consent Agenda

- [2.](#) Claims Agenda

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55549 to 55590 including EFT's dated 02/21/2026-03/06/2026 in the amount of \$220,447.34

ii. Approval of payroll disbursement for FEBRUARY 2026 in the amount of \$288,007.53
Period: 02/01/26 - 02/15/26 \$112,264.49 for 02/20/26 payroll.

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.

Period 02/16/26 - 02/28/26 \$175,743.04 for 03/05/26 payroll.

- 3. Approve meeting minutes:
Minutes from 02.11.2026 meeting
Minutes from 02.25.2026 meeting

Updates

- 4. Staff Reports: Building Dept., Fire Dept, Light & Power, Police Dept., Public Works, and Water & Wastewater

New Business

- 5. Potential Increases for Power

Old Business

- 6. Fire District 12 Annexation Discussion
- 7. RFP for Janitorial Services

Ordinances and Resolutions

- 8. Suspension of Annual Water and Sewer Rates

Council Comments

Mayor Comments

Public Comment - City Business 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.

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Closed Session

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

Adjourn

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WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:02:00 Date: 03/06/2026 Item 2.

02/21/2026 To: 03/06/2026

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
881	02/25/2026	Claims	1		EFT Employment Security Dept.	62.52	2025 4th Qtr late fee
882	02/25/2026	Claims	1		EFT Assured Data Protection, Inc.	2,100.00	January 26 data protection
883	02/25/2026	Claims	1		EFT Department of Revenue		Entered as a J/E transactions and should have been A/P Toni
884	02/25/2026	Claims	1		EFT Wex Bank	3,375.84	January 26 fuel
913	02/26/2026	Claims	1		EFT Department of Revenue	18,417.86	Jan 2026 Excise Tax
676	03/03/2026	Claims	1		EFT Bonneville Power Administration		Duplicate EFT entry
1009	03/03/2026	Claims	1		EFT Bonneville Power Administration	138,354.00	Jan 2026 Power Administration; JAN 2026 Transmission
1027	03/06/2026	Claims	1		EFT Loomis Armored US, LLC	173.20	Armored services
1028	03/06/2026	Claims	1	55549	Bayview Building Material	68.43	Wall texture for FD; Wall texture for FD; Return wall texture; Calking for roof screws in L&P shop roof
1029	03/06/2026	Claims	1	55550	Brumfield Construction, Inc.	936.32	1-1/4" gravel, 5/8" gravel
1030	03/06/2026	Claims	1	55551	CINTAS FIRE	4,358.58	Fire Dept check fire extinguisher; PUD check fire extinguisher; City Hall check fire extinguisher; Sewer check fire extinguisher
1031	03/06/2026	Claims	1	55552	Cintas Corporation #2	976.84	AED for Feb2026; Eyewash Service
1032	03/06/2026	Claims	1	55553	Comcast	243.54	ACCT: 8498 37 009 0142901
1033	03/06/2026	Claims	1	55554	Comcast	314.35	ACCT: 8498 37 009 0142893
1034	03/06/2026	Claims	1	55555	Comcast	115.39	ACCT: 8498 37 009 0136911
1035	03/06/2026	Claims	1	55556	Comcast	348.63	ACCT: 8498 37 009 0143370
1036	03/06/2026	Claims	1	55557	Comcast	1,334.60	Phone/Internet Mar 2026 - ACCT: 963166131
1037	03/06/2026	Claims	1	55558	Criminal Justice Training Commission	761.07	Basic Law Enforcement Equivalency Academy training for E. Owen
1038	03/06/2026	Claims	1	55559	Curtis Blue Line	415.17	Flex-Tac Stryke pants, & tactical waterproof boots for E. Owen
1039	03/06/2026	Claims	1	55560	Databar Inc	639.67	Laser checks; Shutoff notices door hanger
1040	03/06/2026	Claims	1	55561	Display Sales	212.00	Nylon US flag
1041	03/06/2026	Claims	1	55562	Ernest M Ingram et al Ptr	700.00	Public Defender Contract - FEB2026
1042	03/06/2026	Claims	1	55563	Express Services, Inc.	2,765.44	A/P clerk - w/e 2/15/26; A/P clerk - w/e 2/22/26
1043	03/06/2026	Claims	1	55564	Ferguson Waterworks #3516	20.78	Parts for men bathroom at City Hall
1044	03/06/2026	Claims	1	55565	First Responder Outfitters	947.70	Credit for misc product charges; Velcro arm patches; Arm patch and badge; Alteration; Alterations; Name tag; Arm patch; RR Taser; E. Owen - Pro duty pullover, polo; E. Owen - jumpsuit, underarm zipper
1045	03/06/2026	Claims	1	55566	General Pacific Inc	3,401.60	Stock LED street light
1046	03/06/2026	Claims	1	55567	Gordon's Select Market	21.74	L&P drinking water
1047	03/06/2026	Claims	1	55568	Grainger	81.46	Invoice was paid on CC as well as by check# 55378; Tubing fittings; Hard hat suspension; Dry wipe rolls & paper towel rolls; Toilet paper roll
1048	03/06/2026	Claims	1	55569	Grays Harbor Fire District 12	140.00	E12-11 Maintenance
1049	03/06/2026	Claims	1	55570	Inland Environmental Res.	4,982.18	ALKA-Mag+ 300 gallons; ALK-Mag+ 300 gallons
1050	03/06/2026	Claims	1	55571	JW Maintenance	2,483.67	Repair 30 EX brush hound flail mower - replace the knives from mower and put new ones

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:02:00 Date: 03/06/2026 Item 2.
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02/21/2026 To: 03/06/2026

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1051	03/06/2026	Claims	1	55572	Joe DePinto - Hometown Consulting	4,500.00	Lobbying Services for Q2, Q3, & Q4 of 2025
1052	03/06/2026	Claims	1	55573	Kelley Create	911.88	Scanners & Copiers
1053	03/06/2026	Claims	1	55574	MCI	83.27	FEB2026 this is the City of McCleary number 360-495-3667
1054	03/06/2026	Claims	1	55575	Minuteman Press	81.96	Business Cards - A. Moutafsis
1055	03/06/2026	Claims	1	55576	NCL of Wisconsin	200.10	Lab supplies
1056	03/06/2026	Claims	1	55577	Northwest Public Power Assoc.	2,180.81	NWPPA 2026 Utility Dues
1057	03/06/2026	Claims	1	55578	OmniSite	760.00	Wireless 1 year alarm service for lift stations
1058	03/06/2026	Claims	1	55579	One Call Concepts, Inc.	8.34	Excavation notification
1059	03/06/2026	Claims	1	55580	Petro Card	845.84	FEB 26 fuel L&P
1060	03/06/2026	Claims	1	55581	RJJ ENTERPRISE, LLC dba Outifi	800.00	Feb 26 Response Management subscription
1061	03/06/2026	Claims	1	55582	Right! Systems, Inc.	7,046.92	CISCO Duo Subscription 2/13/26 - 2/12/29; IT services
1062	03/06/2026	Claims	1	55583	Slate Rock FR	952.96	P. Ridgway - FR jeans; R. Lisle - FR clothing, & boots
1063	03/06/2026	Claims	1	55584	Tara Dunford	2,658.75	FEB 2026 CPA billing
1064	03/06/2026	Claims	1	55585	Sean Taschner - Sound Defenders	1,000.00	Public defender - Assault By Battery DV; Public defender - Assault 4th DV
1065	03/06/2026	Claims	1	55586	Verizon Bellevue	1,306.27	January 26 cell phone
1066	03/06/2026	Claims	1	55587	Vestis	54.66	Rug services 2/12/26; Rug Srve 2/19/26
1067	03/06/2026	Claims	1	55588	Washington Cities Insurance Authority	100.00	No show fee for "How To - Practical Guides for Supervisors"
1068	03/06/2026	Claims	1	55589	Water Management Labs Inc	152.00	Coliform MMO-MUG; Water testing
1069	03/06/2026	Claims	1	55590	Younglove & Coker PLLC	8,051.00	Dunn - Employment; Mason Co Fire Dist #13; FEB 2026 Prosecution; FEB 2026 City of McCleary

001 Current Expense	21,127.59	
102 Street Fund	4,936.00	
401 Light And Power Fund	166,872.03	
405 Water Fund	11,506.86	
407 Sewer Fund	13,807.78	
409 Storm Water Fund	2,013.57	
413 Ambulance Fund	183.51	
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	220,447.34	Claims: 220,447.34

WARRANT/CHECK REGISTER

City Of McCleary

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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 _____ 2026.

ATTEST:

X _____

Mayor Brycen Huff

X _____

Councilmember Jacob Simmons

X _____

Councilmember Don Kuismi

X _____

Councilmember Brent Schiller

X _____

Councilmember Andrea Dahl, Mayor Pro Tem

X _____

Councilmember Keith Klimek

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02/06/2026 To: 03/06/2026

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
647	02/10/2026	Payroll	1	55491	IBEW Local #77 (PAC Dues)	30.01	Pay Cycle(s) 01/01/2026 To 01/31/2026 - IBEW Local # 77 - PAC
648	02/10/2026	Payroll	1	55492	IBEW Local #77	1,178.63	Pay Cycle(s) 01/01/2026 To 01/31/2026 - IBEW Local # 77
649	02/10/2026	Payroll	1	55493	LEOFF Health and Welfare Trust	500.33	Pay Cycle(s) 01/01/2026 To 01/31/2026 - LEOFF Health Trust - Dental
650	02/10/2026	Payroll	1	55494	LEOFF Health and Welfare Trust	6,228.43	Pay Cycle(s) 01/01/2026 To 01/31/2026 - LEOFF Health Trust - Medical
651	02/10/2026	Payroll	1	55495	Life Secure LTC	859.32	Pay Cycle(s) 01/01/2026 To 01/31/2026 - Life Secure LTC
652	02/10/2026	Payroll	1	55496	NFOP Labor Services Division	163.00	Pay Cycle(s) 01/01/2026 To 01/31/2026 - FOP - Police Labor Services
653	02/10/2026	Payroll	1	55497	Olympic Mountain Lodge #23	27.00	Pay Cycle(s) 01/01/2026 To 01/31/2026 - Olympic Mountain Lodge Dues
654	02/10/2026	Payroll	1	55498	Teamster Local 252	418.25	Pay Cycle(s) 01/01/2026 To 01/31/2026 - Teamsters Union Local 252
655	02/10/2026	Payroll	1	55499	UNUM Life Insurance Co	72.90	Pay Cycle(s) 01/01/2026 To 01/31/2026 - UNUM
656	02/10/2026	Payroll	1	55500	Umpqua Bank	70.00	Pay Cycle(s) 01/01/2026 To 01/31/2026 - Sunshine Fund
743	02/11/2026	Payroll	1	EFT	ESD WA Cares Fund	5,574.00	Pay Cycle(s) 10/01/2024 To 12/31/2024 - WA St. LTC; Pay Cycle(s) 01/01/2025 To 03/31/2025 - WA St. LTC; Pay Cycle(s) 04/01/2025 To 06/30/2025 - WA St. LTC; Pay Cycle(s) 07/01/2025 To 09/30/2025 - WA S
728	02/12/2026	Payroll	1	EFT	Dept of Labor & Industry	17,196.77	4TH Quarter L&I: 10/01/2025 - 12/31/2025
733	02/12/2026	Payroll	1	EFT	Employment Security, Dept of	1,067.14	4th Quarter Unemployment: 10/01/2025 - 12/31/2025
785	02/18/2026	Payroll	1	EFT	Employment Security, Dept. of PFML	17,674.88	Pay Cycle(s) 10/01/2024 To 12/31/2024 - PFML - Employment Security; Pay Cycle(s) 04/01/2025 To 06/30/2025 - PFML - Employment Security; Pay Cycle(s) 01/01/2025 To 03/31/2025 - PFML - Employment Securi
786	02/18/2026	Payroll	1	EFT		342.33	Annual Tmstrs Clothing Allow
787	02/18/2026	Payroll	1	EFT		335.90	Annual Tmstrs Clothing Allow
788	02/18/2026	Payroll	1	EFT		342.33	Annual Tmstrs Clothing Allow
789	02/18/2026	Payroll	1	EFT		335.90	Annual Tmstrs Clothing Allow
790	02/18/2026	Payroll	1	EFT		344.65	Annual Tmstrs Clothing Allow
751	02/20/2026	Payroll	1	EFT		2,151.91	February 01-15, 2026
752	02/20/2026	Payroll	1	EFT		2,183.06	February 01-15, 2026
753	02/20/2026	Payroll	1	EFT		3,092.53	February 01-15, 2026
754	02/20/2026	Payroll	1	EFT		45.77	February 01-15, 2026
755	02/20/2026	Payroll	1	EFT		1,858.21	February 01-15, 2026
756	02/20/2026	Payroll	1	EFT		53.55	February 01-15, 2026
757	02/20/2026	Payroll	1	EFT		364.64	February 01-15, 2026
758	02/20/2026	Payroll	1	EFT		2,349.38	February 01-15, 2026
759	02/20/2026	Payroll	1	EFT		1,995.59	February 01-15, 2026
760	02/20/2026	Payroll	1	EFT		274.63	February 01-15, 2026
761	02/20/2026	Payroll	1	EFT		45.48	February 01-15, 2026

WARRANT/CHECK REGISTER

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
762	02/20/2026	Payroll	1	EFT		4,063.26	February 01-15, 2026
763	02/20/2026	Payroll	1	EFT		3,879.32	February 01-15, 2026
764	02/20/2026	Payroll	1	EFT		2,012.11	February 01-15, 2026
765	02/20/2026	Payroll	1	EFT		3,826.53	February 01-15, 2026
766	02/20/2026	Payroll	1	EFT		5,620.45	February 01-15, 2026
767	02/20/2026	Payroll	1	EFT		3,326.58	February 01-15, 2026
768	02/20/2026	Payroll	1	EFT		3,469.61	February 01-15, 2026
769	02/20/2026	Payroll	1	EFT		2,238.81	February 01-15, 2026
770	02/20/2026	Payroll	1	EFT		1,960.10	February 01-15, 2026
771	02/20/2026	Payroll	1	EFT		88.70	February 01-15, 2026
772	02/20/2026	Payroll	1	EFT		2,073.63	February 01-15, 2026
773	02/20/2026	Payroll	1	EFT		2,640.38	February 01-15, 2026
774	02/20/2026	Payroll	1	EFT		1,480.57	February 01-15, 2026
775	02/20/2026	Payroll	1	EFT		3,183.44	February 01-15, 2026
776	02/20/2026	Payroll	1	EFT		45.48	February 01-15, 2026
777	02/20/2026	Payroll	1	EFT		45.48	February 01-15, 2026
778	02/20/2026	Payroll	1	EFT		2,475.10	February 01-15, 2026
779	02/20/2026	Payroll	1	EFT		2,658.42	February 01-15, 2026
851	02/20/2026	Payroll	1	EFT	Department of Retirement - Def Comp	2,183.15	Pay Cycle(s) 02/20/2026 To 02/20/2026 - DRS Def Comp; Pay Cycle(s) 02/20/2026 To 02/20/2026 - DRS Def. Comp. ROTH
852	02/20/2026	Payroll	1	EFT	Department of Retirement Systems	9,666.65	Pay Cycle(s) 02/18/2026 To 02/18/2026 - PERS 2; Pay Cycle(s) 02/20/2026 To 02/20/2026 - PERS 2; Pay Cycle(s) 02/20/2026 To 02/20/2026 - PERS 3; Pay Cycle(s) 02/20/2026 To 02/20/2026 - LEOFF II
853	02/20/2026	Payroll	1	EFT	EFTPS	323.50	941 Deposit for Pay Cycle(s) 02/18/2026 - 02/18/2026
854	02/20/2026	Payroll	1	EFT	EFTPS	22,535.50	941 Deposit for Pay Cycle(s) 02/20/2026 - 02/20/2026
955	03/05/2026	Payroll	1	EFT		2,792.47	February 16-28, 2026
956	03/05/2026	Payroll	1	EFT		2,626.48	February 16-28, 2026
957	03/05/2026	Payroll	1	EFT		2,968.79	February 16-28, 2026
958	03/05/2026	Payroll	1	EFT		45.77	February 16-28, 2026
959	03/05/2026	Payroll	1	EFT		1,724.55	February 16-28, 2026
960	03/05/2026	Payroll	1	EFT		53.55	February 16-28, 2026
961	03/05/2026	Payroll	1	EFT		318.58	February 16-28, 2026
962	03/05/2026	Payroll	1	EFT		2,211.40	February 16-28, 2026
963	03/05/2026	Payroll	1	EFT		2,073.54	February 16-28, 2026
964	03/05/2026	Payroll	1	EFT		273.75	February 16-28, 2026
965	03/05/2026	Payroll	1	EFT		45.48	February 16-28, 2026
966	03/05/2026	Payroll	1	EFT		3,922.88	February 16-28, 2026
967	03/05/2026	Payroll	1	EFT		3,741.88	February 16-28, 2026
968	03/05/2026	Payroll	1	EFT		1,977.76	February 16-28, 2026
969	03/05/2026	Payroll	1	EFT		3,825.95	February 16-28, 2026
970	03/05/2026	Payroll	1	EFT		3,908.37	February 16-28, 2026
971	03/05/2026	Payroll	1	EFT		3,221.46	February 16-28, 2026
972	03/05/2026	Payroll	1	EFT		3,344.51	February 16-28, 2026
973	03/05/2026	Payroll	1	EFT		2,219.92	February 16-28, 2026
974	03/05/2026	Payroll	1	EFT		1,931.98	February 16-28, 2026
975	03/05/2026	Payroll	1	EFT		88.70	February 16-28, 2026
976	03/05/2026	Payroll	1	EFT		2,183.78	February 16-28, 2026
977	03/05/2026	Payroll	1	EFT		2,617.26	February 16-28, 2026
978	03/05/2026	Payroll	1	EFT		1,280.41	February 16-28, 2026

WARRANT/CHECK REGISTER

City Of McCleary

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02/06/2026 To: 03/06/2026

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
979	03/05/2026	Payroll	1	EFT		3,592.72	February 16-28, 2026
980	03/05/2026	Payroll	1	EFT		44.60	February 16-28, 2026
981	03/05/2026	Payroll	1	EFT		45.48	February 16-28, 2026
982	03/05/2026	Payroll	1	EFT		495.98	February 16-28, 2026
983	03/05/2026	Payroll	1	EFT		2,633.42	February 16-28, 2026
984	03/05/2026	Payroll	1	EFT		2,484.47	February 16-28, 2026
1083	03/06/2026	Payroll	1	EFT	AFLAC Remittance Processing	867.72	Pay Cycle(s) 02/01/2026 To 02/28/2026 - AFLAC - 125 (Pre-tax); Pay Cycle(s) 02/01/2026 To 02/28/2026 - AFLAC - (After Tax)
1084	03/06/2026	Payroll	1	EFT	AWC Employee Benefit Trust	34,886.66	Pay Cycle(s) 02/01/2026 To 02/28/2026 - AWC-Medical; Pay Cycle(s) 02/01/2026 To 02/28/2026 - AWC - Basic Life; Pay Cycle(s) 02/01/2026 To 02/28/2026 - AWC - LTD; Pay Cycle(s) 02/01/2026 To 02/28/2026
1085	03/06/2026	Payroll	1	EFT	Department of Retirement - Def Comp	2,182.21	Pay Cycle(s) 03/05/2026 To 03/05/2026 - DRS Def Comp; Pay Cycle(s) 03/05/2026 To 03/05/2026 - DRS Def. Comp. ROTH
1086	03/06/2026	Payroll	1	EFT	Department of Retirement Systems	10,059.90	Pay Cycle(s) 12/23/2025 To 12/23/2025 - LEOFF II; Pay Cycle(s) 03/05/2026 To 03/05/2026 - PERS 2; Pay Cycle(s) 03/05/2026 To 03/05/2026 - PERS 3; Pay Cycle(s) 03/05/2026 To 03/05/2026 - LEOFF II
1087	03/06/2026	Payroll	1	EFT	EFTPS	22,628.11	941 Deposit for Pay Cycle(s) 03/05/2026 - 03/05/2026
1088	03/06/2026	Payroll	1	EFT	Washington Teamsters Welfare Trust	2,201.60	Pay Cycle(s) 02/01/2026 To 02/28/2026 - Teamsters Vision Plan; Pay Cycle(s) 02/01/2026 To 02/28/2026 - Teamsters Dental Plan A
1074	03/06/2026	Payroll	1	55591	IBEW Local #77 (PAC Dues)	30.01	Pay Cycle(s) 02/01/2026 To 02/28/2026 - IBEW Local # 77 - PAC
1075	03/06/2026	Payroll	1	55592	IBEW Local #77	1,178.63	Pay Cycle(s) 02/01/2026 To 02/28/2026 - IBEW Local # 77
1076	03/06/2026	Payroll	1	55593	LEOFF Health and Welfare Trust	500.33	Pay Cycle(s) 02/01/2026 To 02/28/2026 - LEOFF Health Trust - Dental
1077	03/06/2026	Payroll	1	55594	LEOFF Health and Welfare Trust	6,228.43	Pay Cycle(s) 02/01/2026 To 02/28/2026 - LEOFF Health Trust - Medical
1078	03/06/2026	Payroll	1	55595	Life Secure LTC	838.75	Pay Cycle(s) 02/01/2026 To 02/28/2026 - Life Secure LTC
1079	03/06/2026	Payroll	1	55596	NFOP Labor Services Division	244.50	Pay Cycle(s) 02/01/2026 To 02/28/2026 - FOP - Police Labor Services
1080	03/06/2026	Payroll	1	55597	Olympic Mountain Lodge #23	40.50	Pay Cycle(s) 02/01/2026 To 02/28/2026 - Olympic Mountain Lodge Dues

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:18:35 Date: 03/06/2026

Item 2.
4

02/06/2026 To: 03/06/2026

Page:

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
1081	03/06/2026	Payroll	1	55598	Teamster Local 252	381.00	Pay Cycle(s) 02/01/2026 To 02/28/2026 - Teamsters Union Local 252
1082	03/06/2026	Payroll	1	55599	Umpqua Bank	70.00	Pay Cycle(s) 02/01/2026 To 02/28/2026 - Sunshine Fund

001 Current Expense	125,628.85
102 Street Fund	2,296.33
401 Light And Power Fund	105,961.39
405 Water Fund	22,063.99
407 Sewer Fund	26,169.35
409 Storm Water Fund	5,810.75
413 Ambulance Fund	76.87

288,007.53 Payroll: 288,007.53

WARRANT/CHECK REGISTER

City Of McCleary

Time: 14:18:35 Date: 03/06

Item 2.
5

02/06/2026 To: 03/06/2026

Page:

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

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

DATED this _____ day of _____ 2026.

ATTEST:

X _____

Mayor Brycen Huff

X _____

Councilmember Jacob Simmons

X _____

Councilmember Don Kuismi

X _____

Councilmember Brent Schiller

X _____

Councilmember Andrea Dahl, Mayor Pro Tem

X _____

Councilmember Keith Klimek



McCleary Regular City Council Meeting

Wednesday, February 11, 2026 – 6:30 PM

McCleary Community Center & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=85768379843>

Meeting ID: 787 855 3789

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Mayor Brycen Huff

Councilmember Jacob Simmons

Councilmember Brent Schiller

Councilmember Andrea Dahl, Mayor Pro Tem

Councilmember Keith Klimek

Agenda Modifications/Acceptance

Motion made by Councilmember Dahl to accept the Agenda, which was seconded by Councilmember Klimek.

Motion is approved.

1. Open Planning Commission Seats

Mayor Huff announced applications for the Planning Commission are still being accepted. If anyone is interested, they are to submit a letter of interest to City Hall and that additional information is available on the City Hall website.

Mayor Huff announced the posting for Council Position #2 is now closed and he will give council the submitted applications to approve.

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.

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

There were no public comments.

Consent Agenda

3. Claims Agenda

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55455 to 55490 including EFT's dated 01/24/26 - 02/06/26 in the amount of \$172,053.59

ii. Approval of payroll disbursement for JANUARY 2026 for \$163,924.35

Please turn off Cell Phones- Thank you

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Period: 01/01/26 - 01/15/26 \$102,231.43 with pay date of 01/20/26 payroll.

Period 01/16/26 - 01/31/26 \$61,692.92 with a pay date of 02/05/26 payroll.

Claims Agenda

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55455 to 55490 including EFT's dated 01/24/26 - 02/06/26 in the amount of \$172,053.59

ii. Approval of payroll disbursement for JANUARY 2026 for \$163,924.35

Period: 01/01/26 - 01/15/26 \$102,231.43 with pay date of 01/20/26 payroll.

Period 01/16/26 - 01/31/26 \$61,692.92 with a pay date of 02/05/26 payroll.

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

Motion made by Councilmember Schiller to approve the Consent Agenda, which was seconded by Councilmember Klimek.

4. Minutes:

Minutes from 12.03.2025 meeting

Minutes from 12.17.2025 meeting

Minutes from 01.14.2026 meeting

Minutes from 01.28.2026 meeting

Motion made by Councilmember Schiller to approve the Consent Agenda, which was seconded by Councilmember Klimek.

5. Staff Reports: Building Dept., Fire Dept, Light & Power, Police Dept., Public Works, and Water & Wastewater.

Councilmember Simmons commented on making a plan referring to waste water.

Councilmember Schiller asked Fire Chief Pittman about potential software to be used by the Fire Department.

Councilmember Dahl asked a question referencing the implementation cleaning services.

Old Business

6. Updated 2026 McCleary City Council Meeting Schedule

Mayor Huff explained the update of the 2026 meeting schedule.

Ordinances and Resolutions

7. Resolution 789 - Surplus Police Items

Mayor Huff read Resolution 789.

Councilmember Dahl made a motion to approve this resolution. Councilmember Schiller seconded.

Motion is approved.

Council Comments

Please turn off Cell Phones- Thank you

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Councilmember Dahl updated council on a comp plan and its next steps.

Mayor Comments

Mayor Huff reminded council of the upcoming interviews for a posted Public Works position. He updated council on a potential 6th Street Grant.

Mayor Huff also announced an upcoming meeting discussing potential funding opportunities for the City of McCleary and lastly, he reminded the audience that the City is closed on President's Day.

Public Comment - City Business Only

8. 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.

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

Resident Cindy spoke about construction in the alley near her residence, and some research she did on a cat issue other residence are facing.

Executive Session

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

Executive session began at 6:46 and was set to last for 5 minutes. It ended at 6:59.

Closed Session

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

Closed session began at 6:59 and was set to take 15 minutes.

Adjourn

Meeting Adjourned at 7:14.

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McCleary Regular City Council Meeting

Wednesday, February 25, 2026 – 6:30 PM

McCleary Community Center & Zoom Virtual Meeting

Minutes

Join Zoom Meeting

<https://us06web.zoom.us/j/7878553789?omn=87656048792>

Meeting ID: 787 855 3789

(253) 215-8782

Call to Order/Flag Salute/Roll Call

Mayor Brycen Huff

Councilmember Jacob Simmons

Councilmember Brent Schiller

Councilmember Andrea Dahl, Mayor Pro Tem

Councilmember Keith Klimek

Councilmember Schiller absent.

Councilmember Dahl made a motion to excuse Councilmember Schiller, motion seconded by Councilmember Klimek.

Motion approved.

Agenda Modifications/Acceptance

No modifications.

Presentations

1. Grays Harbor County Emergency Management Presentation
Hannah Cleverly with Grays Harbor County Emergency Management delivered a presentation titled "2025 in Review."

Announcements

2. Appointment of City Council Position 2
Don Kuismi, one of the three candidates for Council Position 2, introduced himself.
Councilmember Klimek asked Kuismi a question regarding budgets.
Councilmember Simmons asked Kuismi what he believes McCleary's biggest issues are.
Fred Martin, one of the three candidates for Council Position 2, introduced himself.
Councilmember Klimek asked Martin a question regarding water.
Bryan Peterson, one of the three candidates for Council Position 2, introduced himself.
Councilmember Klimek made a statement regarding Peterson's work schedule.
Councilmember Simmons thanked all of the candidates.
Councilmember Dahl made a motion to appoint Don Kuismi for Council Position 2. Councilmember Klimek seconded.
Motion was approved.

Please turn off Cell Phones- Thank you

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Mayor Huff swore Councilmember Kuismi in as a new Councilmember.

3. Appointment of Planning Commission Seat

Mark Vessey, the candidate for the seat of the Planning Commission came up to introduce himself. Councilmember Klimek announced there are still open seats for the Planning Commission.

Councilmember Klimek made a motion to approve Mark Vessey to be on the Planning Commission. Councilmember Simmons seconded.

Motion approved.

Public Comment - Agenda Items Only

4. 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.

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

No public comment.

Consent Agenda

5. Claims Agenda

The following items are distributed to Councilmembers in advance for study and review, and the recommended action will be accepted in a single motion.

Any item may be removed for further discussion if requested by a Councilmember.

i. Approval of checks/vouchers/disbursements numbers 55501 to 55548 including EFT's dated 02/07/26-02/20/26 in the amount of \$254,245.70

Mayor Huff read the claims agenda.

Councilmember Dahl and Councilmember Simmons asked questions regarding the claims agenda.

Councilmember Dahl made a motion to approve the consent agenda. Councilmember Kuismi seconded.

Motion approved.

Updates

6. Fire Department Software

Mayor Huff and Fire Chief Andrew Pittman commented on the updates of software.

Councilmember Simmons made a motion to approve the Fire Department software as long as the amount of the estimate was still valid. Councilmember Dahl seconded.

Motion approved.

New Business

7. Estimates for Fire Department Heating

Fire Chief Pittman explained the quotes regarding the heating system for the fire department.

City Administrator Jon Martin added that it is administrations recommendation to replace the gas heater.

Councilmember Dahl asked a question regarding warranties surrounding current hardware.

Please turn off Cell Phones- Thank you

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Councilmember Simmons made a motion to approve the estimate for the gas heater. Councilmember Simmons seconded.

Motion approved.

Old Business

8. Solar Grant Discussion

City Administrator Jon Martin commented on upcoming steps if the solar grant was approved.

Councilmembers Klimek, Dahl, and Simmons discussed the solar grant as a whole and its potential application for the City of McCleary.

Councilmember Dahl made a motion to decline the application of the solar grant. Councilmember Klimek seconded.

All present Councilmember voted Aye, with the exception of Councilmember Simmons who voted Nay.

Motion approved.

Mayor Comments

Mayor Huff discussed upcoming events in the City of McCleary, and potential restoration of the train in the park.

Public Comment - City Business Only

None.

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.

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

Council Comments

Councilmember Dahl asked a question regarding potential cleaning services.

Councilmember Kuisi thanked council for adding him to the team.

Adjourn

Meeting adjourned at 7:36.

Please turn off Cell Phones- Thank you

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City of McCleary: STAFF REPORT

To:	Mayor Huff and City Council Members
From:	Dalyn Davis
Date:	Mar. 1st, 2026
Department:	Building Permitting/Conservation Program/Public Works

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

Complaints:

Code Enforcement matters include: **8.16.20 (4)(6)(7)(8)(11)(13)(15)(16)(25)**
 Case 25-0006 issue has been abated for code (15). Mandatory compliance has been achieved for case 25-0059 code (14). An extension for case number 25-0059 for Voluntary Compliance has been communicated.

Building Department

ACTIVITY	TOTAL	Notes
Customer Service	15	
Building Permits Issued	2	
Plan Reviews	0	
Inspections Performed	15	
Complaints Received	2	
Code Violations Identified	2	Code 8.16.020 (4)(6) (7c)(8)(11)(13-1)(15)(20)(25)
Communications	1	No soliciting
Nuisance Letters Sent	1	
Thank you, Compliance Letters	0	
Lemay's Garbage Letters Sent	0	

Conservation Program

Month	Applications Received	Conservation Permits Issued	Rebates Paid This Month	Total Rebates Paid to Date
Feb.	0	0	\$0	\$15,679.80



City of McCleary

STAFF REPORT

To:	Mayor Huff and Council
From:	Fire Chief Andrew Pittman
Date:	March 1, 2026
Department:	Fire Department

Hello all,

A huge thank you to our city council and administration for the approval of the first due software and heater, the software has been purchased, and we will begin to start training on all of its features in the next few weeks, and we should be able to get it online in the next month or so. The fire station heater has been quoted and we should get a plan together for installation very soon.

Assistant Chief DeBakker has been instructing the Grays Harbor Firefighter Recruit Academy since January and should be finishing up with classes in the next couple months.

The department will be sending 4 members on Sunday March 8th for the Blood Cancer United Firefighter Stairclimb. This climb is completed in full bunker gear and on SCBA for a height of 69 stories and raises funds to support research and treatment of Blood Cancers. Wish us luck and look out for our fundraisers to support this cause throughout the year.

Our February call numbers are as follows:

Lift Assists= 2 Fire Alarms=1 Fire=1

Medical Response=1 and No Responses=1

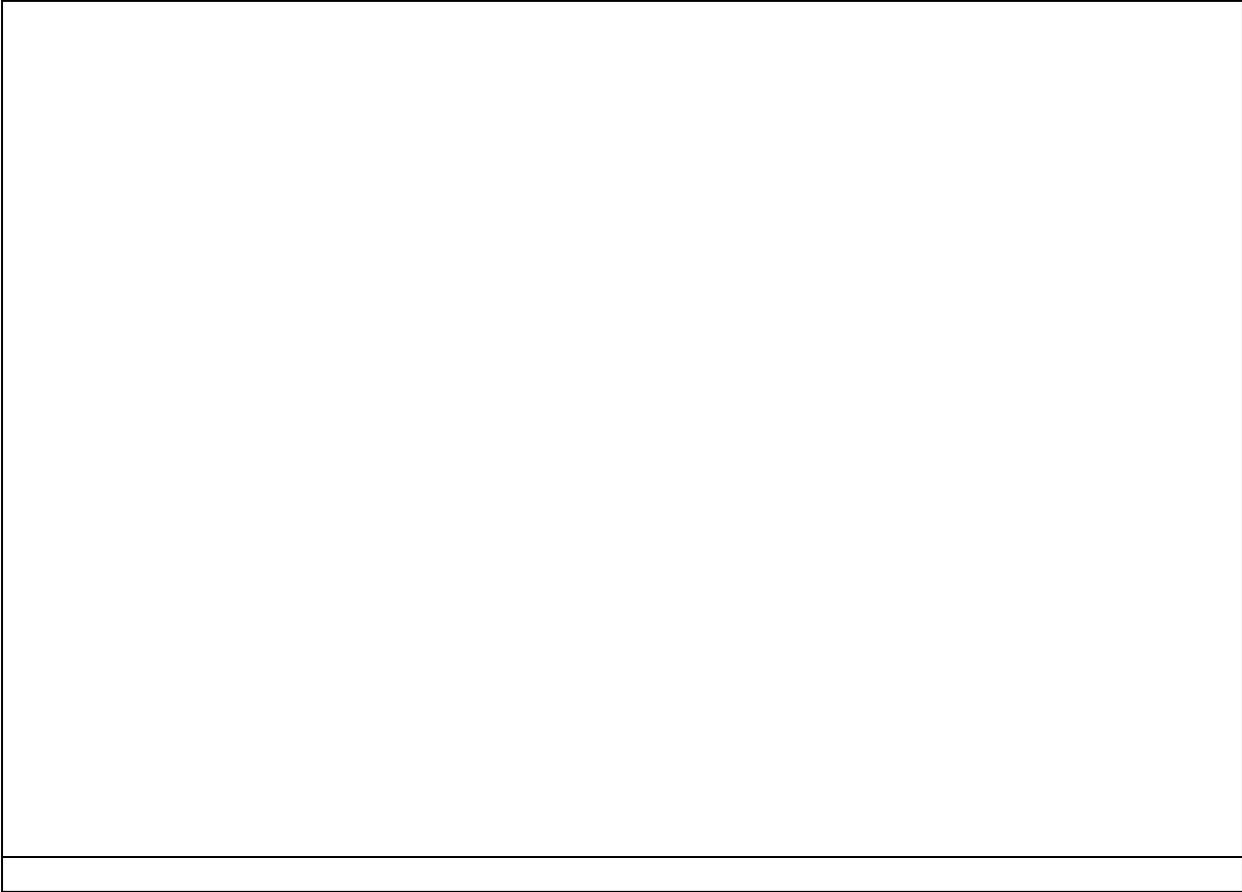
Total=6

Fire District 12 medical responses =3

We are now coming into spring and with spring comes seasonal yard maintenance. Keep in mind that a free burn permit for residents of the city of McCleary and Fire District 12 can be obtained from ORCAA at no cost to the residents. These permits will keep you up to date on burn restrictions as they are issued and have a full list of regulations that must be followed for outdoor burning. [Residential Yard-Waste Burn Permits - ORCAA](#)

Thank you for the opportunity and Stay Safe,

Chief Andrew Pittman





City of McCleary STAFF REPORT

To:	Mayor Huff and Council
From:	Paul Nott
Date:	3/6/2026
Department:	Light and Power

Hello All,

Since our last report the crew has responded to 2 outages, began work on West Oak Street, completed a primary line extension on Elma Hicklin and 9 other miscellaneous work orders.

Outages were 1 vehicle vs transformer and 1 blown fuse with unknown cause.

We have been on Oak Street changing poles and upgrading transformers to be cut over to the 12 KV substation.

We completed a 5 pole 1000' foot line extension on the West Elma Hicklin.

Other work orders were a mixed bag, we did have one meter tampering that has been resolved, assisted the school with a shorted street light that was energizing the ground around the light and the others were normal requests.

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

Paul

City of McCleary

STAFF REPORT



Item 4.

To:	City Council
From:	Chief Ryan Miskell
Date:	March 2026
Department:	Police Department

Department Report:

- Personnel:

Officer Moutaftsis has been hired to fill the final vacancy in the department. His hire date was March 1st, and his onboarding process has gone very smoothly. During his first week, Officer Moutaftsis was scheduled to complete his firearms qualification, Taser certification, and Emergency Vehicle Operation training. He will attend the Basic Law Enforcement Equivalency Academy within the next few months.

Officer Owen is currently attending the Basic Law Enforcement equivalency Academy and will finish on March 12th. Officer Owen Visited the McCleary School and read to a couple of classes prior to leaving to the academy

- Training:

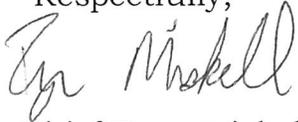
All of our officers are scheduled to complete Emergency Vehicle Operation training prior to March 14th. This training is a collaborative effort between all Grays Harbor County law enforcement agencies.

- Body Worn Cameras:

Getac is currently our body-worn camera vendor. As our contract is set to expire at the end of 2026, we recently met with representatives from Getac to discuss potential options moving forward. We are also exploring grant opportunities to help offset future costs.

- Current grant Submission
April 1st is when we are scheduled to find out if we received the grant for new radars.

Respectfully,



Chief Ryan Miskell

03/05/26
15:37

McCleary Police Department
Law Total Incident Report, by Agency, Nature

1083
Page: 1

Nature of Incident	Total Incidents

Agency: McCleary Police Department	
911-Open Line	2
AUDIBLE ALARM	1
AGENCY ASSIST	6
ANIMAL PROBLEM	1
CITIZEN ASSIST	18
BURGLARY REPORT	1
DISABLED VEHICLE	1
DISORDERLY CONDUCT	2
DUI ALCOHOL OR DRUGS	1
EMERG MSG DELIVERY	1
EXTRA PATROL REQUEST	1
FOLLOW UP DETAIL	1
FOUND PROPERTY	1
FIRE OR AID RESPONDING TO INC	35
JUVENILE PROBLEM	2
MALICIOUS MISCHIEF IN PROGRES	1
MISSING PERSON	1
MOTORIST ASSIST	1
NOISE PROBLEM OR COMPLAINT	4
PARKING PROBLEM COMPLAINT	3
POLICE INFORMATION MESSAGE	1
RAILROAD CROSSING BLOCKED	1
REPORT OF RUNAWAY	1
CIVIL PAPER SERVICE	2
SUBJECT STOP	2
SUSPICIOUS CIRCUMSTANCES	3
SUSPICIOUS VEHICLE	1
TRAFFIC STOP	63
TRAFFIC HAZARD	2
UNKNOWN PROBLEM	2
CHECK WELFARE	7
WARRANT SERVICE OR CONFIRM	2

Total Incidents for This Agency:	171

Total Incidents for This Report: 171

Report includes:

- All dates between `00:00:01 02/01/26` and `23:59:00 02/28/26`
- All agencies matching `MCPD`
- All natures
- All locations
- All responsible officers
- All dispositions
- All clearance codes
- All observed offenses
- All reported offenses
- All offense codes
- All circumstance codes

*** End of Report /tmp/rptKhlIqd-rplwtir.r3_2 ***



City of McCleary
STAFF REPORT

To:	Mayor and Council
From:	Cory Marsh
Date:	3/5/2026
Department:	Public Works

Hello Everyone,

During the month of February, the crew has been looking into city ROW's, alley repairs, and meter replacements.

Our list of rereads has grown significantly by faulty meters, ERTS or both. With that plan we will investigate what needs to be replaced to resolve this issue! In February there were no water leaks.

With our city right of ways, the crew has done some shoulder repair on N 8th street by removing mud and grass grown on sidewalks and onto the street. We are currently wanting to repair/ clean up the shoulder by the library, just waiting for decent weather!

Back in January we started tearing up the alley from 10th street and working towards 5th street to repair those major potholes for school transportation, that project is still currently being worked on as this will take some time.

The City of Elma came in and swept our streets for us, and we are working on a schedule for them to come in and keep our streets clean so thank you to them!

If you have any questions, feel free to contact me.

Thanks

[Empty rectangular box]



City of McCleary STAFF REPORT

To:	Mayor Miller and City Council
From:	Kevin Trehwella
Date:	March, 2026
Department:	Water and Wastewater

Wastewater:

Rain brings hundreds of thousands of gallons of extra water into the treatment plant. All those extra gallon's cost to treat.

We are still waiting for the grants to locate all the problems in our sewer system.

After we locate all the problems that are causing all the rainwater and groundwater to come in, we will then apply for a grant to fix the problems.

Public works just completed repairing a broken waterpipe, at the WWTP.

We had to replace a touch screen for SBR Controls. We were able to get that replaced very affordably. When we opened the notebook Which has all the technical data on the SBR operating system and was supposed to have the operating disk.

Unfortunately, there was a note on the disk holder that says, "Glen has the disk".

Fortunately, Technical Systems Inc. (TSI) has agreed to come over and help us get the program on the new touchscreen.

Water plant is running flawlessly.

Kevin Trehwella

City of McCleary
Home of the McCleary Bear Festival

**PROPOSAL SPECIFICATIONS AND INSTRUCTIONS JANITORIAL
SERVICES FOR CITY OF MCCLEARY FACILITIES**

1. All fields in the attached “Janitorial Services – Bid Sheet” (Exhibit A) shall be completed entirely. Blank fields will be considered as an incomplete bid. Bidders shall review the “Schedule of Janitorial Services” (Exhibit B) and provide bid quotes accordingly.
2. Five (5) copies of the RFP must be placed in a sealed envelope and clearly labeled in the lower left corner “Proposal for Janitorial Services.”
3. RFP proposals shall be delivered to:

City of McCleary
Attn: Jon Martin - City Administrator
100 S. 3rd Street
McCleary, WA 98557

All Proposals shall be sealed and submitted to the City Administrator on or before 2:00 pm on Thursday, March 26, 2026. Bids not received by the date and time due will not be considered – no exceptions.
4. The following information must be included in all proposals:
 - A statement delineating proven experience and expertise in providing the services requested in this RFP.
 - Resumes for the individual(s) to be assigned to complete the required services.
 - Identification of the individual in charge of contractual arrangements or managing contracts (i.e., contract manager, supervisor).
 - Disclose how many employees will be required to complete the scope of work.
 - Description of how work will be performed and how tasks will be tracked.
 - All proposals shall include: the names and contact information of persons as a reference for current or prior clients. The City will contact references for any bidder being considered.

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100 South 3rd Street, McCleary, WA 98557 • 360.495.3667 (phone) 360.495.3097 (fax) • CityofMcCleary.com

BID SPECIFICATIONS AND INSTRUCTIONS JANITORIAL SERVICES FOR CITY OF MCCLEARY FACILITIES

March 1, 2026

Page 2 of 10

5. All bidders shall apprise themselves of the facilities and conditions of the equipment to be cleaned and maintained by scheduling a mandatory tour of facilities prior to submitting a bid. Bidders may contact Jon Martin (City Administrator) by calling 360-495-3667 ext 101 to schedule a tour. Tours will be conducted from 8:00 am to 4:00 pm. Bids will not be considered unless a tour of facilities is completed.
6. Successful bidder will enter into a service agreement or contract with the City for the specified janitorial services (Exhibit C). Such agreement or contract must be approved by the City Attorney, and may provide for a month to month continuation after the first calendar year. Such agreement shall also provide for methods of keeping city facilities secure during cleaning activity.
7. Successful bidder will provide City with notice of intent to pay prevailing wages. The prevailing wage rates for **Building Service Employees** can be found at www.lni.wa.gov. Please select **Grays Harbor County** and use the effective date of **March 1, 2026** to find the correct rates.
8. Successful bidder will provide City with e-verify documentation, proof of insurance, proof of bonding for each employee that will be working on city property, and any other documentation required by local, state, or federal statutes relating to the type of services provided.
9. The City retains the right to reject any and all bids, waive informalities in any bid, request clarification of any bid, consider relevant performance information, and to award the bid in the best interest of the City.
10. All employees of the successful bidder will be required to pass a background check prior to performing services on any city premises.

BID SPECIFICATIONS AND INSTRUCTIONS JANITORIAL SERVICES FOR CITY OF MCCLEARY FACILITIES
March 1, 2026
Page 3 of 10

EXHIBIT A
JANITORIAL SERVICES – BID SHEET

Name of Company	Street Address	Mailing Address
Contact Person	Contact Telephone	Contact Email
Insurance Carrier and Policy #	Bonding Company and Policy #	

COST FOR SERVICES (PER MONTH):

Library Building	
City Hall Building	
Public Works Office Building	
Public Works Break Room	
Light and Power Office	
Police Department	
Community Center	
Fire Department Office	
Treatment Plant Office	
TOTAL COST PER MONTH	

BID SPECIFICATIONS AND INSTRUCTIONS JANITORIAL SERVICES FOR CITY OF MCCLEARY FACILITIES

March 1, 2026

Page 4 of 10

Successful Bidder will perform hard surface floor treatment (Strip wax, seal and apply wax to all linoleum and tiled floor), Wash mini blinds, and wash windows (inside and outside) on the following buildings. The number of times per year will be dependent on the cost per occurrence.

COST FOR SERVICES (PER OCCURRENCE):

	Wash windows inside and outside	Wash mini blinds	Strip wax, seal and apply wax to all linoleum and tiled floor surfaces	Carpet Cleaning
Library Building				
City Hall Building				
Public Works Office Building				
Public Works Break Room				
Light and Power Office				
Police Department				
Community Center				
Fire Department Office				
Treatment Plant Office				
Total Cost per Occurrence				

***City Hall carpet cleaning does not include Police Department in current bid.

Cost for unscheduled cleaning: \$_____ per hour
State mandated wage and benefit increases initiated on January 1 of each year.

BID SPECIFICATIONS AND INSTRUCTIONS JANITORIAL SERVICES FOR CITY OF MCCLEARY FACILITIES

March 1, 2026

Page 5 of 10

COMMENTS OR CLARIFICATIONS

Submitted By (print): _____

Signature: _____

Title: _____

Date: _____

BID SPECIFICATIONS AND INSTRUCTIONS JANITORIAL SERVICES FOR CITY OF MCCLEARY FACILITIES

March 1, 2026

Page 6 of 10

**EXHIBIT B
SCHEDULE OF JANITORIAL SERVICES**

NOTE: City will supply toilet paper, paper towels, soap for dispensers, and can liners. Contractor shall make sure an adequate supply of these items is available in storage at each facility. City will supply all equipment (brooms, mops, vacuum, rags, etc.) and chemicals (cleaning agents) necessary to perform the activities listed. City will supply key to access areas scheduled for cleaning during stated times.

LIBRARY BUILDING – 121 S. 4th St

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Vacuum all carpeted flooring
- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilets, sinks, urinals, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Damp mop and sanitize bathroom and kitchen floors, and all hard surface flooring, including at main entryway and front desk area
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Clean all glass entry doors – remove fingerprints, etc.
- Clean / dust window sills – remove bugs, etc.
- Empty all garbage cans in bathrooms, kitchen, common areas, and offices into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all entryways
- *Desktops are not to be cleaned.*

CITY HALL BUILDING – 100 S. 3rd Street (Bld. A.)

Five primary areas: City Hall Offices, Council Chambers, Building Department, Kitchen, and Hallways

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Vacuum all carpeted flooring
- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilets, sinks, urinals, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Damp mop and sanitize bathroom and kitchen floors, and all hard surface flooring, including at main entryway
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Clean all glass entry doors – remove fingerprints, etc.
- Empty all garbage cans in bathrooms, kitchen, lunchroom, and offices into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all rooms
- *Desktops are not to be cleaned.*

PUBLIC WORKS OFFICE BUILDING – 100 S. 3rd Street (Bld. E)

Primary area. Activities below relate only to the main office

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Vacuum all carpeted flooring
- Sweep all tile / hard surface flooring
- Damp mop and sanitize hard surface entryway
- Clean all glass on entry door – remove fingerprints, etc.
- Empty all garbage cans in offices into outdoor receptacles and place new liners in cans.
- Remove cobwebs from room.
- *Desktops are not to be cleaned*

PUBLIC WORKS BREAK ROOM – 100 S. 3rd Street (Bld. G.)

Two primary areas: Public Works Shop Building and interior restroom facility. Activities below relate to all areas unless noted.

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Empty all trash cans and dispose of waste in dumpster
- Sweep, Damp Mop and Disinfect Break Room Floor
- Damp mop all hard surfaced flooring, including bathrooms, area in front of sink, and area in front of food/beverage counter
- Bathroom cleaning: 1. Clean and Disinfect Toilet | 2. Clean and Disinfect Wash Basin and Fixtures | 3. Clean all Bathroom Mirror | 4. Clean and Wipe Down Partition and Doors | 5. Refill all Toilet Paper, Soap Dispensers, and Paper Towels | 6. Sweep, Damp Mop and Disinfect Bathroom Floors
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Wipe down and disinfect all door handles and light switches
- *Desktops are not to be cleaned*

LIGHT AND POWER OFFICE – 100 S. 3rd Street (Bld. C)

Primary area: Light and Power Building. Activities below relate to all areas unless noted.

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Vacuum all carpeted flooring
- Sweep all tile / hard surface flooring in bathroom, office, and kitchen/lunchroom
- Clean and sanitize all restroom fixtures / equipment, including toilet, sink, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Damp mop and sanitize bathroom floors, and all hard surface flooring in office and kitchen/lunchroom
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Empty all garbage cans in bathrooms, kitchen/lunchroom, and offices into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all cleaning areas
- *Desktops are not to be cleaned.*

POLICE DEPARTMENT – 100 S. 3rd Street

Persons having access to the Police Department areas will be required to be fingerprinted and pass a background investigation.

Primary area. Activities below relate only to the Police Department.

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Vacuum all carpeted flooring
- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilets, sinks, urinals, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Damp mop and sanitize bathroom and kitchen floors, and all hard surface entryways
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Empty all garbage cans in bathrooms, kitchen, and main area into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all areas
- *Desktops are not to be cleaned.*

COMMUNITY CENTER – 726 W. Simpson Ave

Primary area. Activities below relate to the whole Community Center Building.

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilets, sinks, urinals, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks and countertops
- Damp mop and sanitize all hard surface flooring, including bathrooms, kitchen, and main area
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Empty all garbage cans in bathrooms, kitchen, and main area into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all areas

FIRE DEPARTMENT OFFICE – 100 S. 3rd Street (Bld. D)

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilet, sink, mirrors, doors, handles, grab bars, etc.
- Clean and sanitize all kitchen fixtures / equipment, including sinks, countertops, refrigerator, and stove/oven
- Damp mop and sanitize all hard surface flooring, including bathrooms, kitchen, and main area
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Empty all garbage cans in bathrooms, kitchen, and main area into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all office areas
- *Desktops are not to be cleaned.*

WATER TREATMENT PLANT OFFICE – 700 W. Maple St.

FREQUENCY: One day either Saturday or Sunday or one evening Sunday through Saturday (Contractor's Preference)

TIMES: Between 8:00 am and 8:00 pm

ACTIVITIES:

- Sweep all tile / hard surface flooring
- Clean and sanitize all restroom fixtures / equipment, including toilet, sink, mirrors, doors, handles, grab bars, etc.
- Damp mop and sanitize all hard surface flooring, including bathroom, office, lab and main area.
- Clean and fill all dispensers – soap, paper towels, toilet paper, etc.
- Empty all garbage cans in bathroom, office, lab and main area into outdoor receptacles and place new liners in cans.
- Remove cobwebs from all areas
- *Desktops and Countertops are not to be cleaned.*

EXHIBIT C
CONTRACT OR AGREEMENT FOR JANITORIAL SERVICES

Note: This exhibit shall be negotiated by and between the successful Bidder and the City upon determination of actual cleaning schedule (days, times, holiday, etc.) and shall include all other provisions of the bid document and provisions required by City ordinance.

RESOLUTION NO. 790

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCCLEARY, WASHINGTON, TEMPORARILY SUSPENDING THE ANNUAL WATER AND SEWER UTILITY RATE ADJUSTMENT FOR CALENDAR YEAR 2026 AS ESTABLISHED IN RESOLUTION NOS. 623 AND 624; PROVIDING FOR CREDIT OF ANY OVERPAYMENTS COLLECTED IN 2026; AND PROVIDING AN EFFECTIVE DATE.

RECITALS:

WHEREAS, pursuant to the McCleary Municipal Code (MMC) 13.24.010, 13.24.020, and 13.24.030, the City Council may establish, amend, and adjust the rates and charges, of city utility service rates, including sewer and water by way of resolution; and

WHEREAS, Resolution No. 623 establishes rates charged for water service and sets forth annual adjustments; and

WHEREAS, Resolution No. 624 establishes rates charged for sewer service and sets forth annual adjustments; and

WHEREAS, during the City’s 2026 budget process, the City Council determined that it is in the best interests of the City and its utility customers to forgo the annual sewer and water utility rate increase, as required by Resolution Nos. 623 and 624, scheduled for calendar year 2026 only; and

WHEREAS, the City Council desires to make clear that the decision not to impose the annual adjustment applies solely to the 2026 adjustment and does not repeal or permanently amend the underlying rate structure or future adjustment provisions adopted in Resolution Nos. 623 and 624; and



WHEREAS, to the extent the 2026 annual rate adjustment may have already been applied to customer utility bills earlier in the year, the City Council finds it appropriate and equitable that any resulting overpayments made by customers be credited.

NOW, THEREFORE, be it resolved as follows by the City Council of the City of McCleary, the Mayor signing in authentication thereof:

SECTION I: Suspension of 2026 Annual Adjustment. The annual water and sewer utility rate adjustments scheduled to occur in calendar year 2026 pursuant to Resolution Nos. 623 and 624 are hereby temporarily suspended for the 2026 calendar year only.

SECTION II: No Other Changes. Nothing in this Resolution shall be construed to repeal, amend, or otherwise modify the rate structures or annual adjustment provisions established in Resolution Nos. 623 and 624 beyond the temporary suspension for the 2026 adjustment.

SECTION III: Credit for Overpayment. To the extent that the 2026 annual adjustment established by Resolution Nos. 623 and 624 was applied to customer utility bills for any billing period in calendar year 2026 prior to adoption of this Resolution, the City shall return any resulting overpayments to customers. Such return may be made in the form of a credit applied to the customer’s future utility bill, as determined administratively by the City.

SECTION III: Effective Date. This Resolution shall take effect at 12:01 AM on the day following the adoption.

PASSED this 11th day of March, 2026, by the City Council of the City of McCleary, and signed in authentication thereof this 11th day of March, 2026.

CITY OF McCLEARY:

Brycen Huff, Mayor



ATTEST:

Jon Martin, City Administrator

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney

