



# McCleary Regular City Council Meeting

Wednesday, September 27, 2023 – 6:30 PM

McCleary City Hall Council Chambers & Zoom Virtual Meeting

## 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

### Public Hearing

1. Ordinance to Adopt a Complete Streets Policy

### Public Comment - Agenda Items Only

### Consent Agenda

2. Accounts Payable Sept 1-15, 2023 Ck Numbers 52452-52493 totaling \$98,648.63
- [3.](#) Meeting Minutes July 12, 2023
- [4.](#) Meeting Minutes August 8, 2023

### Updates

### New Business

5. Interview of Council Member Position 1 Discussion

### Old Business

### Ordinances and Resolutions

- [6.](#) Ordinance to Adopt a Complete Streets Policy

### Public Comment - City Business Only

### Executive Session

7. RCW 42.30.110(1)(h) - To evaluate the qualifications of a candidate for appointment to elective office

### Appointment of Council Member - Position 1

### Council Comments

### Mayor Comments

### Adjourn

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# McCleary Regular City Council Meeting

Wednesday, July 12, 2023 – 6:30 PM

McCleary Community Center & Zoom Virtual Meeting

## Minutes

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

Meeting called to order at 6:32pm

#### PRESENT

Councilmember Brycen Huff

Councilmember Max Ross

Councilmember Andrea Dahl

Councilmember Joy Iversen

#### ABSENT

Councilmember Jenna Amsbury

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

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

### Agenda Modifications/Acceptance

Councilmember Huff asked about the 30-minute limit combined public comment

Motion made by Councilmember Iversen, Seconded by Councilmember Ross.

Voting Yea: Councilmember Ross, Councilmember Dahl, Councilmember Iversen

Voting Nay: Councilmember Huff

### Special Presentations

#### 1. Council Meeting Code of Conduct

Councilmember Ross gave a presentation on bringing control back to the Council Meetings. He knows people are here because they have questions they want answered, but we need to have more structure and professionalism.

Councilmember Huff wants to get rid of the 30-minute combined public comment limit.

### Public Comment - Agenda Items Only

April Wright asked about follow up items being placed on the agenda and if Tyson's position was the Assistant to the Public Works Director, because the position was taken off the website.

Jacob Simons asked about getting a timer for the meetings. He asked if a single person was doing the IT work. He asked if the Comprehensive Plan was from 2018 and asked about different types of signs and flags and the possible issues with the proposed Sign Ordinance.

Carri Comer asked how Council tracks the business that is coming through the Council Meetings. She would like the Council to come up with a way for the Community to see what business is being conducted.

Gary Atkins asked Council to make notes and give the public information on the next meeting, it has never been done.

Keith Klimek asked if we could accommodate the people that are visually impaired and asked for the agenda in a larger font size.

Monica Reeves spoke about the Code of Conduct. She said we need this opportunity to talk, the Council Meetings are a place for the Community to have access to the Public Officials. She asked for a Financial Report.

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## Consent Agenda

Councilmember Ross asked for an itemized list of the IT expenses. Chad Bedlington said he would get one for the next meeting.

Motion made by Councilmember Iversen, Seconded by Councilmember Ross.

Voting Yea: Councilmember Iversen

Voting Nay: Councilmember Huff, Councilmember Ross, Councilmember Dahl

2. Accounts Payable June 16-30, 2023 Ck Numbers 52210-52247 totaling \$103,666.27

## Updates

Councilmember Huff wanted to mention that the two Summer Help guys are doing great and working hard. He asked that the Officers have a key to City Hall to be able to lock or unlock City Hall door.

Councilmember Dahl thanked Chad Bedlington and the Public Works crew for the work they did helping get Bear Fest set up.

3. Staff Reports: Police, Water/Wastewater, Public Works, Public Works Director, Building/IT

## New Business

4. Greenhouse Gas Policies & Procedures

Chad Bedlington said we are required to have a Greenhouse Gas Policy in place for us to be eligible for a lot of our federal and state grant opportunities. This one encourages conservation and energy efficient buildings.

## Old Business

5. City Administrator Discussion

Councilmember Huff spoke in regards to how we want to move forward as a City Government. If we want to stay with what we have, or change direction and go with a City Administrator or City Manager. What we have isn't working. Councilmember Ross supports having a full-time person here running the City while still moving forward with re-structuring the government.

6. Sign Ordinance Discussion

Councilmember Huff stated we need to have a Public Hearing before we adopt this. Councilmember Iversen wants to address some of the items that Jacob Simmons brought up earlier in the meeting.

## Ordinances and Resolutions

7. Sign Ordinance

Council is not voting on this tonight

8. Green House Gas Resolution

Motion made by Councilmember Ross, Seconded by Councilmember Dahl to adopt Resolution number 756

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

## Public Comment - City Business Only

Kyle Comer asked why the City is not fulfilling Public Records.

Monica Reeves is asking for her Public Records requests that she turned in in April. If Ann-Marie is still on payroll, could she do these Public Records requests?

Gary Atkins said the City Council's job is to help the City. He said some of the councilmembers are disrupting the the work of Chad and every employee at the City.

April Wright thanked everyone that attended the revealing of Allardin Alley. She spoke in regards to the City being a family.

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Carri Comer said the public has a right to view the public records. She spoke in regards to the City Clerk bringing her personal computer into work and encourages the City to look at what's on that computer.

Andrew Pittman said he's been trying to set up a meeting with the Mayor for a while and haven't had any luck. Councilmember Huff asked what we do about the checks not being approved tonight. He also asked about whether or not we have a clerk-treasurer, he wants an honest answer and wants to know what her salary is if her duties are divvied out to other people.

#### **Executive Session**

#### **Adjourn**

Meeting adjourned at 7:49pm

Motion made by Councilmember Ross, Seconded by Councilmember Huff.

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

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# McCleary Special City Council Meeting

Tuesday, August 08, 2023 – 6:30 PM  
Zoom Virtual Meeting & Council Chambers

## Minutes

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

Meeting called to order at 6:30pm

#### PRESENT

Councilmember Brycen Huff  
Councilmember Max Ross  
Councilmember Andrea Dahl  
Councilmember Joy Iversen

#### ABSENT

Councilmember Jenna Amsbury

Motion made by Councilmember Ross, Seconded by Councilmember Iversen to excuse Councilmember Amsbury  
Voting Yea: Councilmember Huff, Councilmember Ross, Councilmember Dahl, Councilmember Iversen

### Agenda Modifications/Acceptance

Councilmember Dahl requested Public Comment be added on the Agenda, Mayor Miller told her we can't.

Councilmember Huff asked for a breakdown of the IT purchases.

Chris Coker stated you can make an agenda modification to add public comment, you just can't take any action on anything that is modified.

Coker stated the City needs to pay it's bills, but you can approve the consent agenda excluding one particular bill while waiting for more information.

Motion made by Councilmember Dahl, Seconded by Councilmember Huff to add both Public Comments on the Agenda.

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

### Consent Agenda

Councilmember Dahl asked what happened with the checks that were not approved at the last meeting. Mayor Miller stated they already went out and as Chris Coker said, we have to pay the bills.

Councilmember Huff wants to pay everything, minus anything IT related until we get more information on it.

Motion made by Councilmember Dahl, Seconded by Councilmember Huff to approve the Consent Agenda minus the IT Purchases.

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

### PUBLIC COMMENT

Carri Comer said she's disappointed that the Council isn't doing anything about the City for not following direction with how money is being spent. She asked the Council to represent the community and not one person.

1. Accounts Payable June 16-30, 2023 Ck Numbers 52210-52247 totaling \$103,666.27
2. Accounts Payable July 1-15, 2023 Ck Numbers 52258-52301 totaling \$88,657.55

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3. Accounts Payable July 16-31, 2023 Ck Numbers 52302, 52312-52351 including EFT's totaling \$151,169.04
4. June 14, 2023 Minutes

#### **Executive Session**

5. RCW 42.30.110(1)(g)  
Executive Session started at 6:47pm; not to exceed 10 minutes.  
Executive Session extended an additional 5 minutes.  
Executive Session ended at 7:06pm

#### **New Business**

6. Confirmation of Clerk-Treasurer  
Roll Call Vote  
Motion made by Councilmember Ross, Seconded by Councilmember Iversen.  
Voting Yea: Councilmember Ross, Councilmember Iversen  
Voting Nay: Councilmember Huff, Councilmember Dahl  
As a tie-breaking vote, Mayor Miller votes Yea to confirm Jenna Amsbury as the Clerk-Treasurer

#### **PUBLIC COMMENT**

Monica Reeves said she doesn't appreciate being lied to about not being able to add Public Comment to the Agenda. She spoke in regards to how the mayor conducts himself and how he wasn't around for Bear Fest, National Night Out and John Allardin's Alley dedication.

Cindy Nott thanked Bear Fest Committee for their hard work. She is sad that the City doesn't have a face to show for the Royalty at Bear Fest and the first pitch at the Softball Tournament. Paul Nott got elected as Grand Marshall for Bear Fest and he didn't get one thank you for being a 30-year employee. Missy Olson spoke about her concerns with the Agenda and there not being any Old Business on there.

Councilmember Huff said he likes Aberdeen's Agenda layout and how they have a synopsis of the meeting on there. He thanked the City Crew, Chad, and Light and Power, Fire Department for making National Night Out what it is. Paul Nott thanked Brycen for making this happen. Councilmember Huff asked about the computer that disappeared. Mayor Miller said you can't steal your own property. Huff also asked about filling the vacant council position.

#### **Adjourn**

Meeting adjourned at 7:24pm

Motion made by Councilmember Huff, Seconded by Councilmember Ross.

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

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## CITY COUNCIL AGENDA ITEM COVER SHEET

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**FROM:** Chad Bedlington, Director of Public Works

**DATE:** September 27, 2023

**AGENDA ITEM TITLE:** Ordinance to Adopt a Complete Streets Policy, to the City of McCleary Municipal Code Title 12, Streets, Sidewalks, and Public Places

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### SUMMARY

City Staff have prepared the attached ordinance for City Council consideration. With the adoption of the Complete Streets ordinance, the City is making a good faith effort with all transportation projects to improve public streets for pedestrians, bicyclists, and transit users regardless of age or ability. It also opens additional grant opportunities to fund future transportation projects.

### FISCAL IMPACT

There is no fiscal impact other than adoption of the ordinance may lead to future grant funding opportunities associated with the Complete Streets program.

### RECOMMENDATION/ACTION REQUESTED

The council approves the ordinance whereby adding chapter 12.02 to the existing municipal code.

# CITY OF CITY OF MCCLEARY, WASHINGTON

## ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MCCLEARY, WASHINGTON, ADDING CHAPTER 12.02, COMPLETE STREETS POLICY, TO CITY OF MCCLEARY MUNICIPAL CODE TITLE 12, STREETS, SIDEWALKS, AND PUBLIC PLACES CREATING THE COMPLETE STREETS POLICY. THIS POLICY WILL BE USED WHEN CREATING FUTURE TRANSPORTATION PROJECTS AS AN OPPORTUNITY TO IMPROVE PUBLIC STREETS FOR PEDESTRIANS, BICYCLISTS, AND TRANSIT USERS REGARDLESS OF AGE OR ABILITY**

**WHEREAS**, the term "Complete Streets" describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel for all users, including pedestrians, bicyclists, motor vehicle drivers, transit users, emergency service providers and freight, and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities; and

**WHEREAS**, more than 110,000 pedestrians and bicyclists are injured each year on roads in the United States with children and older adults at greatest risk and disproportionately affected; and

**WHEREAS** the occurrence and severity of pedestrian and bicyclist injuries could readily be decreased by implementing Complete Streets practices; and

**WHEREAS**, the one-third of Americans that do not drive, disproportionately represented by older adults, low-income people, people with disabilities, and children would greatly benefit from the equitable distribution of safe, alternative means of travel that will result from Complete Streets practices; and

**WHEREAS**, the City of McCleary wants to create convenient, enjoyable connections to the business district and promote tourism and create economic development opportunities while creating a more sustainable community; and

**WHEREAS**, the community stated desires for safe streets to improve walkability and bikeability while connecting the neighborhoods of the City of McCleary with key destinations; and



**WHEREAS**, the Comprehensive Plan for the City of McCleary, as adopted in 2002, seeks to develop a transportation system that provides for alternate modes of transportation such as pedestrian and bicycle travel (Goal T1.2); and

**WHEREAS**, the City of McCleary City Council intends to improve the safety of city streets, enhance the quality of life of residents, encourage active living, and reduce traffic congestion and fossil fuel use by providing safe, convenient, and comfortable routes for walking, bicycling, and public transportation.

**NOW THEREFORE**, the City Council of the City of McCleary, Washington does hereby ordain as follows:

**Section 1.** Title 12, Streets, Sidewalks and Public Places, of the City of McCleary Municipal Code is hereby amended to include a new Chapter 12.02, Complete Streets Policy, which reads as follows:

## **12.02 - Complete Streets Policy.**

### **12.02.010 Purpose:**

The City of McCleary shall, to the maximum extent practical, scope, plan, design, construct, operate and maintain appropriate facilities for the safe accommodation of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities in all new construction, retrofit or reconstruction projects. Through ongoing operations and maintenance, the City of McCleary shall identify cost- effective opportunities to include Complete Streets practices.

### **12.02.020 Exceptions.**

Facilities for pedestrians, bicyclists, transit users and/or people of all abilities are not required to be provided when:

- A. A documented absence of current or future need exists;
- B. Non-motorized uses are prohibited by law;
- C. Routine maintenance of the transportation network is performed that does not change the roadway geometry or operations, such as mowing, sweeping and spot repair;
- D. The cost would be disproportionate to the current need or probable future uses;

- E. In instances where a documented exception is granted by the Mayor.

#### **12.02.030 Complete Streets Infrastructure.**

As feasible, City of McCleary shall incorporate "Complete Streets Infrastructure" into existing public and private streets to create a comprehensive, integrated, connected transportation network for City of McCleary that balances access, mobility, health and safety needs of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities, ensuring a fully connected, integrated network that provides transportation options. "Complete Streets Infrastructure" means design features that contribute to a safe, convenient, or comfortable travel experience for Users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes

#### **12.02.040 Goals to Foster Partnerships.**

It is a goal of the City of McCleary to foster partnerships with all Washington State transportation funding agencies including the Washington State Department of Transportation (WSDOT), the Federal Highway Administration, Grays Harbor County, North Beach School District, citizens, businesses, interest groups, neighborhoods, and any funding agency to implement the Complete Streets ordinance.

#### **12.02.050 Best Practice Criteria.**

The Mayor or designee shall modify, develop and adopt policies, design criteria, standards and guidelines based upon recognized best practices in street design, construction, and operations including but not limited to the latest editions of American Association of State Highway Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE) and National Association of City Transportation Officials (NACTO) while reflecting the context and character of the surrounding built and natural environments and enhance the appearance of such.

#### **12.020.060 Performance Standards.**

The City of McCleary shall put into place performance standards with measurable benchmarks to continuously evaluate the Complete Streets ordinance for success and opportunities for improvement. Performance

standards may include transportation and mode shift, miles of bicycle facilities or sidewalks, public participation, number of ADA accommodations built, and number of exemptions from this policy approved.

**Section 2.** This Ordinance shall take effect thirty (30) days from the date of publication.

**THIS ORDINANCE PASSED AND ADOPTED** by the City Council of the City of City of McCleary, Washington, at a regular open public meeting on this 27<sup>th</sup> day of September 2023.

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Chris Miller, Mayor

ATTEST:

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Jenna Amsbury, Clerk-Treasurer

APPROVAL AS TO FORM:

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Christopher John Coker, City Attorney