

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, August 11, 2020 at 6:30 PM

Agenda

WORK SESSION

1. The Transportation Improvement Board has issued its 2020 "Call for Projects" and Ms. Carol Ruiz, Gibbs & Olson, proposes that the City's #2 priority as indicated in our recently adopted 6-Year Street Plan would make an excellent candidate for a Small City Arterial Program Grant.

Her proposed project would widen the road to provide a 10 ft lane and 4 ft shoulder on the east side, and a 12-foot lane with curb, gutter and sidewalk on the west side. The project will also add catch basins on the east side and an infiltration ditch on the west side to remove runoff from the surface and keep it from running onto private residences. To address any conflict at the intersection of Ritter St. with 4th Ave. and Park Ave., 100 ft of 6 in concrete barrier curb is proposed to be installed from Park Ave. to approximately 50 ft north of 4th Ave., creating a right-in/right-out scenario for vehicles turning off of 4th Ave. onto Ritter St.

Additionally, the City would (using Water Capital Improvement Funds) replace the water mains along the length of the project and (as part of a PSE Schedule 74 grant project) "underground" the electrical distribution lines along the length of the project area.

When completed, the Administration is of the opinion that the "finished product" will serve as an example of how the City can restore infrastructure by leveraging various funding sources.

The SCAP grant total would be \$622,245.00, of which the City would contribute \$31,107.00 (exclusive of water main replacement and undergrounding of electrical lines).

2. Four months into the COVID-19 pandemic, the number of delinquent utility accounts is on the rise. The Administration has identified three City of Tenino utility account holders whose recent arrearages appear, more likely than not, to be due to the adverse economical affect of the government-mandated response. These account holders do not qualify for a City of Tenino COVID-19 relief grant because their income has not been reduced to the level of the Federal Poverty Guidelines, but that has been reduced enough to force those account holders to make some difficult choices.

Accordingly, the Administration asks the Council to render a finding in the case of the three identified account holders that their arrearages would not have occurred absent the COVID-19 pandemic and, therefore, are to be forgiven and reimbursement sought under the CARES Act as a legitimate COVID-19 expense incurred by the City.

CALL TO ORDER

AGENDA APPROVAL

- 3. Agenda for the August 11, 2020, Regular Meeting of the Tenino City Council.

Recommended action: Move to approve the agenda as presented.

APPROVAL OF MINUTES

- 4. Minutes of the July 28, 2020 Regular Meeting of the Tenino City Council

Recommended Action: Move to approve the minutes of the July 28, 2020 Regular Meeting of the Tenino City Council as presented.

CONSENT CALENDAR

- 5. Payroll EFT's in the amount of 66,975.25 and Claims Checks #29258 through #29283, and other EFT's in the amount of \$28,681.82 for a Grand Total of \$95,657.07

Recommended action: Move to approve EFT's and Vouchers as presented.

- 6. Liquor and Cannabis Licenses:

New Licenses: Whitewood Cider

Renewals: Nine Dragons

Recommended action: Move to approve the LCB applications as presented.

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

- 7. Chief Swain has negotiated a proposed Interlocal Agreement with the Lewis County Sheriff's Office for the "Use of Jail Facilities" as an additional option available for the Tenino Police Department.

This agreement has been reviewed by City Attorney Hughes whose only caution is that we budget an appropriate amount for inmate medical care in the upcoming budget.

Recommended action: Move to authorize Mayor Fournier to enter into an Interlocal Agreement with the Lewis County Sheriff's Office for the Use of Jail Facilities.

NEW BUSINESS

8. The SCAP Grant application for Ritter Street must include a funding commitment in the amount of \$31,107.00 as the matching component.

Recommended action: Move to approve the commitment of \$31,107.00 in fiscal year 2021 as matching funds for the Ritter Street SCAP Grant proposal.

9. Some utility customers have been adversely affected by the COVID-19 emergency such that they have been unable to pay all, or a significant portion, of their City water and sewer utility bills. These individuals have not been reduced to the level of the Federal Poverty Guidelines, and so do not qualify for a City of Tenino COVID-19 Relief Grant.

Recommended action: Move to find that the inability to pay any portion of a City utility account is detrimental to the health and welfare of the Citizens of Tenino and injures the City as a whole. Further move to forgive the utility arrearages for those customers who can prove their inability to pay any portion of their City utility account due either to COVID-19 or to the government-mandated response thereto, but who do not qualify for a City of Tenino COVID-19 Relief Grant. Move also to confer the authority for making future such decisions regarding individual account holders to the Clerk/Treasurer.

RESOLUTIONS

ORDINANCES

REPORTS

10.
 - 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District
 - 5) Library
 - 6) Museum
11.
 - 1) ARCH Commission
 - 2) Civil Service Commission
 - 3) Planning Commission
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee
- [12.](#)
 - 1) Chief of Police
 - 2) Director of Public Works

- 3) City Planner / Building Official
 - 4) City Attorney
 - 5) Clerk/Treasurer
 - 6) Mayor
13. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
- 2) Community Investment Partnership (CIP)
 - 3) Solid Waste Advisory Board
 - 4) TCOMM/911
 - 5) Tenino School Board
 - 6) Thurston Regional Planning Council (TRPC)
 - 7) South Thurston Economic Development Initiative (STEDI)
 - 8) Transportation Policy Board

PUBLIC COMMENTS 2

ANNOUNCEMENTS

- [14.](#) The Association of Washington Cities' Center for Quality Communities has issued an appeal for scholarship donations. Please see the attached flyer for details.

ADJOURNMENT

File Attachments for Item:

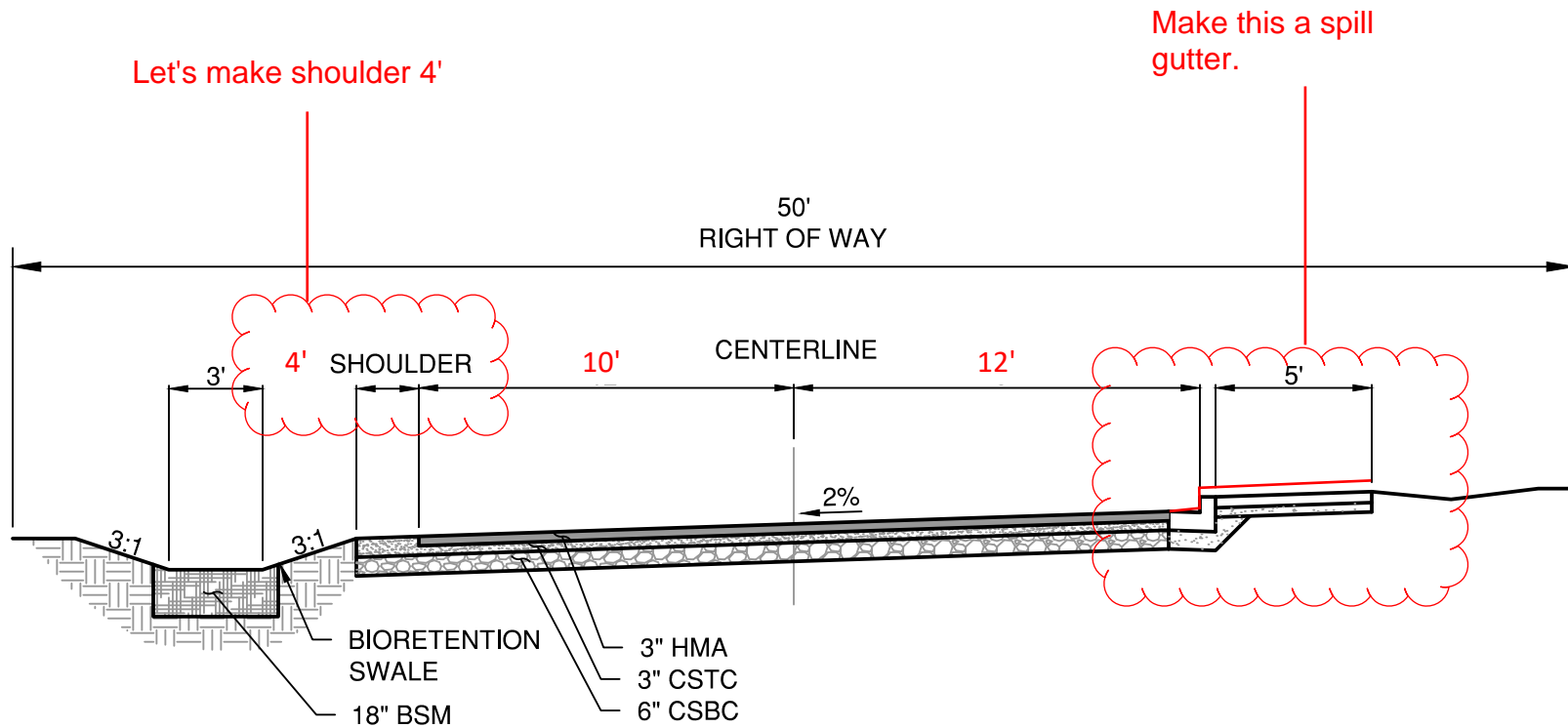
The Transportation Improvement Board has issued its 2020 "Call for Projects" and Ms. Carol Ruiz, Gibbs & Olson, proposes that the City's #2 priority as indicated in our recently adopted 6-Year Street Plan would make an excellent candidate for a Small City Arterial Program Grant.

Her proposed project would widen the road to provide a 10 ft lane and 4 ft shoulder on the east side, and a 12-foot lane with curb, gutter and sidewalk on the west side. The project will also add catch basins on the east side and an infiltration ditch on the west side to remove runoff from the surface and keep it from running onto private residences. To address any conflict at the intersection of Ritter St. with 4th Ave. and Park Ave., 100 ft of 6 in concrete barrier curb is proposed to be installed from Park Ave. to approximately 50 ft north of 4th Ave., creating a right-in/right-out scenario for vehicles turning off of 4th Ave. onto Ritter St.

Additionally, the City would (using Water Capital Improvement Funds) replace the water mains along the length of the project and (as part of a PSE Schedule 74 grant project) "underground" the electrical distribution lines along the length of the project area.

When completed, the Administration is of the opinion that the "finished product" will serve as an example of how the City can restore infrastructure by leveraging various funding sources.

The SCAP grant total would be \$622,245.00, of which the City would contribute \$31,107.00 (exclusive of water main replacement and undergrounding of electrical lines).



Road Section
Looking South

Planning Level Opinion of Construction Cost
City of Tenino
Ritter Street Improvements
July 2020
 751.5000



SCHEDULE A - ROADWAY						
Item No.	Spec. Section	Item	Quantity	Unit	Unit Price	Amount
1	1-07.15	SPCC Plan	1	LS	\$ 1,000	\$ 1,000
2	1-09.7	Mobilization (10%)	1	LS	\$ 34,000	\$ 34,000
3	1-10	Project Temporary Traffic Control	1	LS	\$ 24,000	\$ 24,000
4	2-01	Clearing and Grubbing	0.25	AC	\$ 20,000	\$ 5,000
5	2-02	Removal of Structure and Obstructions	1	LS	\$ 5,000	\$ 5,000
6	2-03	Roadway Excavation Incl. Haul	2,400	CY	\$ 25	\$ 60,000
7	2-09	Shoring or Extra Excavation Cl. B	600	SF	\$ 2	\$ 1,200
8	4-04	Crushed Surfacing Top Course	640	TON	\$ 40	\$ 25,600
9	4-04	Crushed Surfacing Base Course	880	TON	\$ 40	\$ 35,200
10	5-04	HMA CL. 1/2 IN. PG 58H-22	450	TON	\$ 125	\$ 56,250
11	7-04	Corrugated Polyethylene Storm Sewer Pipe 12 In. Diam.	100	LF	\$ 50	\$ 5,000
12	7-05	Catch Basin Type 1	2	EA	\$ 2,500	\$ 5,000
13	7-05	Catch Basin Type 2 48 In. Diam.	1	EA	\$ 6,000	\$ 6,000
14	7-05	Connection to Drainage Structure	1	EA	\$ 1,000	\$ 1,000
15	8-01	Erosion/Water Pollution Control	1	EST	\$ 5,000	\$ 5,000
16	8-01	Bioretention Facility	1	LS	\$ 20,000	\$ 20,000
17	8-02	Hydroseeding	1,300	SY	\$ 2	\$ 2,600
18	8-04	Cement Conc. Curb and Gutter	830	LF	\$ 40	\$ 33,200
19	8-04	Cement Conc. Traffic Curb	110	LF	\$ 80	\$ 8,800
20	8-06	Cement Conc. Driveway Entrance Type	90	SY	\$ 110	\$ 9,900
21	8-14	Cement Conc. Sidewalk	420	SY	\$ 80	\$ 33,600
22	8-14	Cement Conc. Curb Ramp Type Parallel	1	EA	\$ 3,500	\$ 3,500
23	8-14	Cement Conc. Curb Ramp Type Single Direction	3	EA	\$ 3,000	\$ 9,000
24	8-21	Permanent Signing	1	LS	\$ 2,000	\$ 2,000
25	8-22	Paint Line	1,400	LF	\$ 2	\$ 2,800
26	8-22	Plastic Stop Line	80	LF	\$ 15	\$ 1,200
27	8-22	Plastic Crosswalk Line	300	SF	\$ 10	\$ 3,000

Construction Subtotal	\$	398,850
Contingency @ 20%	\$	79,800
Construction Subtotal	\$	478,650
Design Engineering (15%)	\$	71,800
Construction Management (15%)	\$	71,800

Planning Level Opinion of Construction Cost \$ 622,300

SCHEDULE B - WATERLINE						
Item No.	Spec. Section	Item	Quantity	Unit	Unit Price	Amount
100	2-09	Shoring or Extra Excavation, Class B	1	LS	\$ 500	\$ 500
101	4-04	CSTC for Trench Backfill	200	TN	\$ 25	\$ 5,000
102	7-09	PVC Pipe for Water Main 8-inch Diam.	830	LF	\$ 60	\$ 49,800
103	7-09	Connect to Existing Main	2	EA	\$ 2,500	\$ 5,000
104	7-12	Gate Valves 8-inch	7	EA	\$ 1,500	\$ 10,500
105	7-14	Fire Hydrant Assembly	2	EA	\$ 5,500	\$ 11,000
106	7-15	Service connection 3/4 inch Dia.	8	EA	\$ 2,000	\$ 16,000
107	7-15	Service Connection 2 inch Dia.	1	EA	\$ 6,000	\$ 6,000

Subtotal	\$	98,300
Contingency @ 20%	\$	19,700
Construction Subtotal 1	\$	118,000
Sales Tax @ 8%	\$	9,400
Construction Subtotal 2	\$	127,400
Design Eng. & CM @ 30%	\$	38,220

Planning Level Opinion of Construction Cost \$ 165,620

File Attachments for Item:

4. Minutes of the July 28, 2020 Regular Meeting of the Tenino City Council

Recommended Action: Move to approve the minutes of the July 28, 2020 Regular Meeting of the Tenino City Council as presented.

City Council Meeting
Tuesday, July 28, 2020

Minutes

WORK SESSION

Mayor Fournier convened the Work Session at 7:15 pm

PRESENT

Councilmember Linda Gotovac
Councilmember John O'Callahan
Councilmember Rachel Davidson

ABSENT

Councilmember Dave Watterson
Councilmember Jason Lawton

1. The Administration has received several requests for "samples" of our COVID-19 Wooden Scrip for use as display items by:
 1. The Office of the Washington State Treasurer.
 2. The Bank of Canada Museum.
 3. The Baishan Annie Wright School
 4. The American Numismatic Society

Additionally, the original and amended ordinances did not provide for the City keeping any scrip for posterity. The Administration would like the Council to consider an amendment to the COVID-19 Grant Program that would allow the withdrawal of two serially-numbered scrip prior to issue, along with a to-be-determined number of redeemed scrip for like purposes as the above.

Mayor Fournier and C/T Millard explained the reasons for wanting to change the final disposition instructions for the redeemed scrip and the desire to withdraw some serially-numbered scrip prior to issue. Because additional changes to the ordinance are still being considered, the Councilmembers present decided not to bring the proposed ordinance forward for a first reading.

2. As we prepare for the 2021 Budget Development Process, The Administration wishes to briefly review the current budget status with Council.

Mayor Fournier highlighted several areas of concern, along with several areas of opportunity in which the COVID-19 situation has impacted the 2020 budget. Clerk/Treasurer Millard reviewed the current budget status with those present and opined that while the positive impacts will not outweigh the negative impacts, the City's plans with respect to Septage Receiving could overcome the negative impacts by year's end.

CALL TO ORDER

Mayor Fournier called the meeting to order at 7:30 pm.

PRESENT

Councilmember Linda Gotovac
 Councilmember John O'Callahan
 Councilmember Rachel Davidson

ABSENT

Councilmember Dave Watterson (arrived at approximately 7:45 pm)
 Councilmember Jason Lawton

AGENDA APPROVAL

3. Agenda for the July 28, 2020, Regular Meeting of the Tenino City Council.

Recommended action: Move to approve the agenda for the July 28, 2020, Regular Meeting of the Tenino City Council. as presented.

Motion made by Councilmember Gotovac, Seconded by Councilmember Davidson.

Voting Yea: Councilmember Gotovac, Councilmember O'Callahan, Councilmember Davidson.

Motion carries 3/0.

APPROVAL OF MINUTES

4. Minutes of the July 14, 2020 Regular Meeting of the Tenino City Council

Recommended Action: Move to approve the minutes of the July 14, 2020 Regular Meeting of the Tenino City Council as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.

Voting Yea: Councilmember Gotovac, Councilmember O'Callahan, Councilmember Davidson.

Motion carries 3/0.

CONSENT CALENDAR

5. Payroll EFT's in the amount of \$19,945.68 and Claims Checks #29230 through #29257, and other EFT's in the amount of \$106,207.71 for a Grand Total of \$126,153.39

Recommended action: Move to approve EFT's and Vouchers as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac

Voting Yea: Councilmember Gotovac, Councilmember O'Callahan, Councilmember Davidson.

Motion carries 3/0.

6. Liquor & Cannabis Licenses: None.

EXECUTIVE SESSION

None

PRESENTATIONS

None

PUBLIC COMMENTS

None.

PUBLIC HEARING

None.

PROCLAMATIONS

None

OLD BUSINESS

None

NEW BUSINESS

7. Ordinance 914 would repeal Ordinances 910 and 910A in their entirety and replace them as the COVID-10 Relief Grant Program. The new ordinance will change the final disposition instructions for redeemed scrip and allow for the withdrawal from circulation of serially-numbered scrip for use in the City's marketing program.

Recommended Action: Move to accept Ordinance 914 as a first reading as presented.

No action taken. Carried forward to the August 11, 2020 meeting.

8. Ms. Tiffany Sweet was alerted to a leak in her water system that appeared as a usage of 30,440 cubic feet of water for which she was billed \$1,228.43. After contacting the City, she did address the leak, but not before another 11,627 cubic feet of water was billed to her at \$556.30, for a total of \$1,784.73.

Ms. Sweet requests, and the Administration supports, relief from the excess amount of \$1472.95.

Recommended action: Move to approve the remission of \$1,472.95 currently due and owing on Ms. Sweet's utility account.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac.

Voting Yea: Councilmember Gotovac, Councilmember O'Callahan, Councilmember Davidson.

Motion carries 3/0.

RESOLUTIONS

None

ORDINANCES

None

REPORTS

9. 1) Chamber of Commerce: Councilmember Gotovac announced they have suspended all regular meetings other than the Board Member meetings the first Friday of the month through October 2020 due to the COVID-19 status
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District
 - 5) Library
 - 6) Museum: : Councilmember O'Callahan reported the Museum is now open Saturday and Sunday's only.
10. 1) ARCH Commission
 - 2) Civil Service Commission: Mayor Fournier remarked on the Commissioner Jones sent the Council regarding the filling of the vacant seat on the commission.
 - 3) Planning Commission: Met on July 8, 2020, and C/T Millard reported the meeting results during the Council's July 14, 2020, meeting. However, C/T Millard reported that there was an online meeting today with Planner Dan Penrose, Mayor Fournier, Dr. Barnett and Mr. Paul Valentine, Dr. Barnett's real estate broker, about developing a Habitat Conservation Plan that would cover the entire City in the event of an accidental taking of a protected species within the Tenino City Limits. However, Dr. Barnett was unable to get his computer to work correctly so the meeting was cancelled.
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee
11. 1) Chief of Police: Chief Swain reported all is working well.
 - 2) Director of Public Works
 - 3) City Planner / Building Official
 - 4) City Attorney
 - 5) Clerk/Treasurer: C/T Millard went over his attached report with Mayor and Council.
 - 6) Mayor
12. 1) Bucoda/Tenino Healthy Action Team (BTHAT)

- 2) Community Investment Partnership (CIP)
- 3) Solid Waste Advisory Board
- 4) TCOMM/911
- 5) Tenino School Board
- 6) Thurston Regional Planning Council (TRPC): Received a proposed “Legislative Package” for which they would like to receive comments by August 17, 2020.
- 7) South Thurston Economic Development Initiative (STEDI)
- 8) Transportation Policy Board

PUBLIC COMMENTS 2

None

ANNOUNCEMENTS

None

ADJOURNMENT

Mayor Fournier adjourned the meeting at 8:00 pm

File Attachments for Item:

5. Payroll EFT's in the amount of 66,975.25 and Claims Checks #29258 through #29283, and other EFT's in the amount of \$28,681.82 for a Grand Total of \$95,657.07

Recommended action: Move to approve EFT's and Vouchers as presented.

Consent Calendar consisting of July 29, 2020 through August 11, 2020:

- Payroll EFT's in the amount of \$66,975.25**
- Claims Checks #29258 through #29283 and EFT's in the amount of \$28,681.82**

for a grand total of \$95,657.07

**Liquor and Cannabis License Applications/
Renewals:**

CHECK REGISTER

5.

City Of Tenino
MCAG #: 0757

07/29/2020 To: 08/11/2020

Time: 14:58:57 Date: 08/11/2020

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2843	08/07/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	12.50	
2861	08/11/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	7.50	08/07/2020
2864	08/11/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	5.00	
2867	08/11/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	6.25	
2871	08/11/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	8.75	
2888	08/11/2020	Claims	5	29258	911 Supply - Keizer	970.38	
2889	08/11/2020	Claims	5	29259	Aero Precision	2,071.50	
2890	08/11/2020	Claims	5	29260	Corporate Payment Systems	449.28	
2891	08/11/2020	Claims	5	29261	DPI Legal & Classified Publishing	45.93	
2892	08/11/2020	Claims	5	29262	Enbody, Dugaw, Enbody	270.00	
2893	08/11/2020	Claims	5	29263	Brent L Gibbs	7.10	
2894	08/11/2020	Claims	5	29264	Shawn Hickox	1,188.00	
2895	08/11/2020	Claims	5	29265	Hillier, Scheibmeir & Kelly, PS	1,026.45	
2896	08/11/2020	Claims	5	29266	Joes Refuse	960.75	
2897	08/11/2020	Claims	5	29267	Law Office of Richard L. Hughes PLLC	4,987.50	
2898	08/11/2020	Claims	5	29268	Mountain Mist Water	32.90	
2899	08/11/2020	Claims	5	29269	Pitney Bowes Global Financial Svcs	143.64	
2900	08/11/2020	Claims	5	29270	Pitney Bowes	1,000.00	
2901	08/11/2020	Claims	5	29271	Puget Sound Energy	5,137.15	
2902	08/11/2020	Claims	5	29272	Quill	93.78	
2903	08/11/2020	Claims	5	29273	Retail Lockbox Merchant Services, LLC	88.00	
2904	08/11/2020	Claims	5	29274	Maria Rodriguez	171.98	
2905	08/11/2020	Claims	5	29275	Tenino Marketfresh	48.48	
2906	08/11/2020	Claims	5	29276	Tenino Telephone Co	1,679.33	
2907	08/11/2020	Claims	5	29277	City Of Tenino	2,993.21	
2908	08/11/2020	Claims	5	29278	Thurston Co Central Services	77.76	
2909	08/11/2020	Claims	5	29279	Thurston-Mason Behavior Health Org	135.48	
2910	08/11/2020	Claims	5	29280	Utilities Underground Location	16.94	
2911	08/11/2020	Claims	5	29281	Verizon Wireless (Cell)	899.95	
2912	08/11/2020	Claims	5	29282	Voyager Fleet System	1,394.30	
2913	08/11/2020	Claims	5	29283	WA Dept of Employment Security	25.00	

001 General Government Fund #001	66,853.11
002 Quarry Pool Fund #002	92.25
101 City Street Fund #101	3,001.08
401 Water Fund	9,220.87
410 Sewer Fund	16,489.76

	Claims:	28,681.82
	Payroll:	66,975.25

CHECK REGISTER

5.

City Of Tenino
MCAG #: 0757

07/29/2020 To: 08/11/2020

Time: 14:58:57 Date: 08/11/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2711	07/29/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	12.50	
2720	07/30/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	7.50	
2736	07/30/2020	Payroll	5	EFT	WA State Dept of Labor & Industries	12,677.93	1ST Quarter 01/01/2020 - 03/31/2020; 2ND Quarter 04/01/2020 - 06/30/2020
2741	07/31/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	5.00	
2759	08/05/2020	Payroll	5	EFT	Bennett H Barnes	662.27	
2760	08/05/2020	Payroll	5	EFT	Rachel L Davidson	138.14	
2761	08/05/2020	Payroll	5	EFT	Wayne R Fournier	888.47	
2762	08/05/2020	Payroll	5	EFT	Linda Gotovac	69.07	
2763	08/05/2020	Payroll	5	EFT	Jason A Lawton	46.04	
2764	08/05/2020	Payroll	5	EFT	John J O'Callahan	92.10	
2765	08/05/2020	Payroll	5	EFT	David A Watterson	138.14	
2766	08/05/2020	Payroll	5	EFT	Veronica A Barnes	1,662.90	
2767	08/05/2020	Payroll	5	EFT	Miles Cannon	1,188.41	
2768	08/05/2020	Payroll	5	EFT	Troy LK Cannon	1,895.18	
2769	08/05/2020	Payroll	5	EFT	Samantha L Cisneros	1,410.14	
2770	08/05/2020	Payroll	5	EFT	Brent L Gibbs	1,897.43	
2771	08/05/2020	Payroll	5	EFT	John C Millard	1,838.17	
2772	08/05/2020	Payroll	5	EFT	Jason M Plaja	2,170.48	
2773	08/05/2020	Payroll	5	EFT	Maria Rodriguez	1,348.96	
2774	08/05/2020	Payroll	5	EFT	Jennifer N Scharber	1,299.98	
2775	08/05/2020	Payroll	5	EFT	Seth D Sharp	1,714.09	
2776	08/05/2020	Payroll	5	EFT	Robert Swain	1,869.21	
2777	08/05/2020	Payroll	5	EFT	Robert D Thornburg	1,495.81	
2778	08/03/2020	Claims	5	EFT	Excise WA State Dept Of Revenue	2,160.57	July 2020 Excise Tax Payments
2779	08/03/2020	Payroll	5	EFT	AWC Benefits Trust	9,169.15	Pay Cycle(s) 07/01/2020 To 07/31/2020 - AWC Disability; Pay Cycle(s) 07/01/2020 To 07/31/2020 - AWC
2780	08/03/2020	Payroll	5	EFT	Timberland Bank	14,438.51	941 Deposit for Pay Cycle(s) 07/20/2020 - 07/20/2020; 941 Deposit for Pay Cycle(s) 08/05/2020 - 08/05/2020
2781	08/03/2020	Payroll	5	EFT	WA State Dept of Retirement Systems	8,864.67	Pay Cycle(s) 07/01/2020 To 07/31/2020 - LEOFF II; Pay Cycle(s) 07/01/2020 To 07/31/2020 - PERS II
2782	07/31/2020	Claims	5	EFT	TriSource Solutions LLC	512.71	Discount And Other Fees For July, 2020
2789	08/04/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	8.75	
2792	08/04/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	5.00	
2795	08/04/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	5.00	
2798	08/04/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	3.75	
2818	08/05/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
2833	08/06/2020	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	3.75	

File Attachments for Item:

6. Liquor and Cannabis Licenses:

New Licenses: Whitewood Cider

Renewals: Nine Dragons

Recommended action: Move to approve the LCB applications as presented.

NOTICE OF LIQUOR LICENSE APPLICATION

WASHINGTON STATE LIQUOR AND CANNABIS BOARD
 License Division - P.O. Box 43098
 Olympia, WA 98504-3098
 Customer Service: (360) 664-1600
 Fax: (360) 753-2710
 Website: <http://lcb.wa.gov>

TO: MAYOR OF TENINO/CITY OF TENINO

RETURN TO: localauthority@sp.lcb.wa.gov

RE: CHANGE OF LOCATION APPLICATION
 from WHITEWOOD CIDER
 6227 RICH RD SE UNIT B
 OLYMPIA WA 98501-5315

DATE: 8/06/20

APPLICANTS:

WHITEWOOD LLC

WHITE, DAVID SCOTT
 1973-04-30

RINGWOOD, HEATHER MARIE
 1973-12-06

License: 408592 - 6A County: 34
 UBI: 603-150-619-001-0003
 Tradename: WHITEWOOD CIDER

New Loc: 138 HODGDEN ST N
 TENINO WA 98589-4500

Mail: 7032 MONACO CT SE
 OLYMPIA WA 98501-6517

Phone No.: 360-338-5795 HEATHER RINGWOOD

Privileges Applied For:
 DOMESTIC WINERY < 250,000 LITERS
 B/W ON PREMISES ENDORSEMENT

As required by RCW 66.24.010(8), the Liquor and Cannabis Board is notifying you that the above has applied for a liquor license. You have 20 days from the date of this notice to give your input on this application. If we do not receive this notice back within 20 days, we will assume you have no objection to the issuance of the license. If you need additional time to respond, you must submit a written request for an extension of up to 20 days, with the reason(s) you need more time. If you **need information on SSN, contact our CHRI desk at (360) 664-1724.**

- | | YES | NO |
|--|--------------------------|--------------------------|
| 1. Do you approve of applicant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you approve of location? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If you disapprove and the Board contemplates issuing a license, do you wish to request an adjudicative hearing before final action is taken? | <input type="checkbox"/> | <input type="checkbox"/> |
| (See WAC 314-09-010 for information about this process) | | |
| 4. If you disapprove, per RCW 66.24.010(8) you MUST attach a letter to the Board detailing the reason(s) for the objection and a statement of all facts on which your objection(s) are based. | | |

DATE

SIGNATURE OF MAYOR,CITY MANAGER,COUNTY COMMISSIONERS OR DESIGNEE

C092080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 07/06/2020

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF TENINO
(BY ZIP CODE) FOR EXPIRATION DATE OF 20201231

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. NINE DRAGONS PROJECT LLC	TENINO CANNABIS BOUTIQUE 449 WICHMAN ST S STE A TENINO WA 98589 9376	415484	MARIJUANA RETAILER MEDICAL MARIJUANA ENDORSEMENT

File Attachments for Item:

12. 1) Chief of Police
- 2) Director of Public Works
- 3) City Planner / Building Official
- 4) City Attorney
- 5) Clerk/Treasurer
- 6) Mayor



City of Tenino

Honorable Mayor and Town Council

Monthly Report of Wastewater Treatment Plant Operations & Maintenance

Month: July 2020

During the month of July, the treatment plant continues to perform optimally, although, the city should invest in replacement filters signs the current filters are beginning to show signs of aging.

System Maintenance

- Regular upkeep, to include a membrane cleaning on MBR #1.
- #2 fine screen is repaired and will be installed after the social distancing order has been lifted.

Process Changes

- Continuing to keep biosolids lagoon decanted to minimal levels so as not to breach the rim in rain events and in preparation for dewatering.

Call Outs-Emergencies

- There were no call outs or emergencies for the month of July.

Communications

- Influent sampling has been suspended by DOE during the COVID-19 outbreak.
- Removal of sludge from the storage lagoon remains the most urgent issue at this facility.

Miscellaneous

Flows

- Influent total flow = 2.913 MG
- Average daily flow = 0.094 MG
- Max daily flow = 0.101 MG
- Total gallons wasted = 69,750 gallons

Clerk/Treasurer Council Meeting Report August 11, 2020

Budget:

- **Current status is:**
 - **Total revenues are 39.0% of projections (up 6.2%)**
 - **Total expenditures are 46.3% of projections (up 3.3%)**
 - **Target: 63.5%**

 - **General Fund revenues: 59.2% of projections**
 - **General Fund expenditures: 76% of projections**

- **Grants and Other Funding:**
 - **SMP Update Grant:** In place and work in progress \$11,200.00
 - **CARES Act Funding:** Awaiting first reimbursement request: \$14,588.78
 - **Creative District**
 - Received \$5000.00 establishment grant
 - **City Hall Renovation**
 - DAHP letter received; Commerce preparing contract.
 - **CDBG/Quarry Pool Renovation:** Contract extended until June, 2021; reimbursement request submitted for \$11,465.33 on July 17, 2020.
 - **2019 CDBG Grant:**
 - Awaiting contract from Thurston County
 - **SWWAAIP**
 - Reimbursement of \$255,465.17 received.
 - **Small City Arterial Program**
 - **Grant request to be submitted tomorrow, August 12, 2020**

Other Than Budget

-

File Attachments for Item:

14. The Association of Washington Cities' Center for Quality Communities has issued an appeal for scholarship donations. Please see the attached flyer for details.



AWC Center for Quality Communities

RECEIVED1076 Franklin St SE
Olympia, WA 98501
360.753.4137
800.562.8981

AUG 07 2020

CITY OF TENINO

July 24, 2020

John Millard, Clerk/Treasurer
City of Tenino
149 S Hodgden St
Tenino, WA 98589

Dear John,

I am writing you to encourage your continued support of the AWC Center for Quality Communities (CQC) scholarship program. The program, now in its ninth year, has provided 48 scholarships to young leaders in your communities, helping these high school graduates build a solid foundation for their endeavors in higher education.

The CQC scholarship fund has traditionally raised \$12,000 or more each year for deserving students – most of which is donated during the CQC Luncheon at AWC's Annual Conference. With this year's virtual conference format, we unfortunately received only \$500 in online donations to the scholarship program. We are turning to our members who have generously supported these scholarships in the past with a direct appeal to donate again this year, if you are able.

As you are aware, the cost of tuition has increased significantly in recent years. In fact, the Center on Budget and Policy Priorities reported that tuition at Washington public colleges and universities rose by nearly 35% between 2008 and 2018. These financial barriers often prevent even the most promising students from achieving their educational goals. Many students and their families will face additional hardships in the year ahead due to impacts from the pandemic.

The AWC Center for Quality Communities is a 501(c)(3) charitable organization and your donation is 100% tax deductible. Our goal is to develop a broad public understanding of the important role of cities and towns across the state and supporting young leaders who show a commitment to civic engagement is an essential part of this mission.

Your past contributions are making a difference. Donating is easy. For more information, please go to **cfqc.org/giving**. While you are there, take a minute to read about the outstanding students your previous donation supported.

We appreciate your past support and hope you will donate again this year.

Sincerely,

A handwritten signature in black ink that reads 'Peter B. King'.

Peter B. King, Chief Executive Officer
Association of Washington Cities