

# City of Tenino

149 Hodgen Street South  
Tenino, WA 98589

**City Council Meeting - CANCELLED**  
**Tuesday, March 24, 2020 at 6:30 PM**

## Agenda

### WORK SESSION

### CALL TO ORDER

### AGENDA APPROVAL

1. Proposed agenda for the March 24, 2020, regular meeting of the Tenino City Council.

**Recommended action:** Move to approve the proposed agenda for the March 24, 2020, regular meeting of the Tenino City Council as presented.

### APPROVAL OF MINUTES

2. Minutes of the March 10, 2020, Regular Meeting of the Tenino City Council.

**Recommended action:** Move to approve the minutes of the March 10, 2020, Regular Meeting of the Tenino City Council as presented.

### CONSENT CALENDAR

3. Payroll and other EFT's in the amount of \$24,341.51 and Claims Checks #28984 through #29010 in the amount of \$36,243.52, for a Grand Total of \$60,585.03.

**Recommended action:** Move to approve the EFT's and Claims Checks as presented.

4. New Licenses: High Supply (sublease) and Tenino Cannabis Boutique (Medical Endorsement)

Renewals: Tenino Farmers' Market; Tenino IGA Market Fresh

**Recommended action:** Move to approve the LCB applications for new licenses and renewals as presented.

### EXECUTIVE SESSION

### PRESENTATIONS

### PUBLIC COMMENTS

### PUBLIC HEARING

### PROCLAMATIONS

### OLD BUSINESS

## **NEW BUSINESS**

[Since](#) Governor's Inslee's Proclamation of Emergency on February 29, 2020, many counties and cities of the state have followed suit with emergency proclamations of their own. On March 12, 2020, Mayor Fournier called a meeting of the Department Heads and decided that an Emergency Proclamation would better posture the City of Tenino to support its citizens. Accordingly, the Administration published a Proclamation of Emergency of its own on March 12, 2020 closing City Facilities to the public, suspended collection actions on all accounts in an arrears status, and waiving certain procurement guidelines in order to facilitate the rapid procurement of goods and services to mitigate the effects of the COVID-19 situation.

**Recommended action:** Move to:

1. Find that an emergency exists as outlined in the Proclamation; and
2. Ratify that Proclamation as having the full force and effect intended by the Mayor upon issuance; and
3. Confirm that a state of emergency will continue to exist until terminated, extended, or amended by further Proclamation.

## **RESOLUTIONS**

## **ORDINANCES**

## **REPORTS**

6.
  - 1) Tenino Chamber of Commerce
  - 2) Thurston Economic Development Council (EDC)
  - 3) Experience Olympia & Beyond (VCB)
  - 4) South Thurston Fire & EMS (District #12)
  - 5) Tenino Branch, Timberland Regional Library
  - 6) Tenino Depot Museum
7.
  - 1) ARCH Commission
  - 2) Civil Service Commission
  - 3) Planning Commission
  - 4) Facade Improvement Grant Review Committee
  - 5) Finance Committee
  - 6) Public Safety Committee
8.
  - 1) Chief of Police
  - 2) Director of Public Works

- 3) City Planner / Building Official
  - 4) City Attorney
  - 5) Clerk/Treasurer
  - 6) Mayor
- 9.
- 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**

**ADJOURNMENT**

2.

**Item Attachment Documents:**

2. Minutes of the March 10, 2020, Regular Meeting of the Tenino City Council.

**Recommended action:** Move to approve the minutes of the March 10, 2020, Regular Meeting of the Tenino City Council as presented.

**City Council Meeting  
Tuesday, March 10, 2020**

**Minutes**

**WORK SESSION**

Work session cancelled.

**CALL TO ORDER**

Mayor Pro Tem Gotovac called the meeting to order at 7:30 pm. Mayor Fournier is absent.

**PRESENT**

- Councilmember Linda Gotovac
- Councilmember Dave Watterson
- Councilmember John O'Callahan
- Councilmember Jason Lawton
- Councilmember Rachel Davidson

**AGENDA APPROVAL**

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to approve the agenda as presented.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

**APPROVAL OF MINUTES**

See vouchers

1. Minutes of the February 25, 2020, Regular Meeting of the Tenino City Council.

**Recommended action:** Move to approve the minutes of the February 25, 2020, Regular Meeting of the Tenino City Council as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the minutes of the February 25, 2020 meeting.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

**CONSENT CALENDAR**

2. Payroll and other EFT's in the amount of \$28,043.55 and Claims Checks #28940 through #28983 in the amount of \$40,013.96 for a Grand Total of \$68,057.51.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the March 10, 2020 vouchers consisting of payroll EFT's in the amount of \$28,043.55 and claim checks #28940 through #28983 in the amount of \$40,013.96 for a grand total of \$68,057.51.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

3. New Licenses: None

Renewals: None

**EXECUTIVE SESSION**

None

**PRESENTATIONS**

4. Ms. Linda McKinnie, Branch Manager of the Tenino Branch of the Timberland Regional Library, will present information to the Council and Public about the 2020 Census.

5. Ms. Kimi Dana, Society for Creative Anarchism, will present information on the 2020 Mayfaire Festival.

Did not appear

**PUBLIC COMMENTS**

None

**PUBLIC HEARING**

None

**PROCLAMATIONS**

**OLD BUSINESS**

6. The City Engineer has completed the plan to extend sewer and water lines to the Ag Park properties and requires Council Approval to begin the bidding process. He is also developing an amendment to the Scope of Work to provide for construction management and inspection.

**Recommended Action:** Move to authorize the City Engineer to begin the bidding process.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to authorize the City Engineer to begin the bidding process.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

7. Gibbs & Olsen has prepared an amendment to the Scope of Work for the Quarry House Renovation to cover construction management and inspection.

**Recommended action:** Move to authorize Mayor Fournier to sign the amended Scope of Work as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to authorize Mayor Fournier to sign the amended Scope of Work as presented.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson

**NEW BUSINESS**

None

**RESOLUTIONS**

None

**ORDINANCES**

None

**REPORTS**

- 8. 1) Tenino Chamber of Commerce
- 2) Thurston Economic Development Council (EDC)
- 3) Experience Olympia & Beyond (VCB)
- 4) South Thurston Fire & EMS (District #12)
- 5) Tenino Branch, Timberland Regional Library: Linda reported that they have removed all children's toys in the Library for the time being due to virus'. None of their programs have been cancelled. Please check facebook, online website calendar for any upcoming programs.
- 6) Tenino Depot Museum: Councilmember O'Callahan reported that Jessica Rush Reeves has obtained a few grants for the Museum for some updates they would like to make. At this time the Museum is open limited hours so please sign up on their facebook page or website.
- 9. 1) ARCH Commission
- 2) Civil Service Commission
- 3) Planning Commission
- 4) Facade Improvement Grant Review Committee
- 5) Finance Committee
- 6) Public Safety Committee
- 4) Facade Improvement Grant Review Committee: Mayor Pro-Tem Gotovac advised a grant was awarded to the owners of the Lady of the Lake Rest. who purchased the mini mall for some continued updates.
- 10. 1) Chief of Police: Chief Swain presented a plaque between the Police Dept and Dept of Corrections who have had an office in the PD since 1994 for check in. The parole officers have been a big help in the some of the PD's investigations. He attended Command School in Walla Walla this past week. Officer Garcia read to 10 different classes between the Elementary and Parkside Schools. His next coffee with the Chief will be this Saturday beginning at 11 at Western

Coffee House. The Reserve academy will start in June and the Citizens academy will begin in May. He will double check but does believe the National Night Out will be held on August 4th. He also requested from Council that they push for a contract between the City and Joint Animal Control services.

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

11. 1) Bucoda/Tenino Healthy Action Team (BTHAT): Linda McKinnies reported that a movie will be held at the High School on April 1st starting at 6:30 pm featuring Scream Agers 2 which provides information on mental health issues.

2) Community Investment Partnership (CIP): Councilmember Watterson reported they are having a meeting this week and that the name will be changing to HHSC. They will be calling for RFP's for the monies available.

3) Solid Waste Advisory Board: Councilmember Watterson reported that they will be updating the solid waste plan as well as the bylaw changes.

4) TCOMM/911: Chief Swain requested the Council pass a resolution for a seat on the board. He feels this is important for City.

5) Tenino School Board: Councilmember Davidson reported that the auction raised nearly \$38,000.00 for the upkeep of the schools and that all tickets were sold out.

6) Thurston Regional PLanning Council (TRPC): Councilmember Watterson reported they are working on the I5 corridor studies.

7) South Thurston Economic Development Initiative (STEDI)

8) Transportation Policy Board

**PUBLIC COMMENTS 2**

None

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

Mayor Pro Tempore Gotovac Adjourned the meeting at 8:18 pm

4.

**Item Attachment Documents:**

4. New Licenses: High Supply (sublease) and Tenino Cannabis Boutique (Medical Endorsement)

Renewals: Tenino Farmers' Market; Tenino IGA Market Fresh

**Recommended action:** Move to approve the LCB applications for new licenses and renewals as presented.



**NOTICE OF MARIJUANA 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>

**RETURN TO: [localauthority@sp.lcb.wa.gov](mailto:localauthority@sp.lcb.wa.gov)**

TO: MAYOR OF TENINO  
RE: CHANGE OF LOCATION APPLICATION  
from HIGH SUPPLY  
2842 93RD AVE SW STE A  
TUMWATER, WA 98512-9144

DATE: 3/17/20

License: 417184 - 7D County: 34  
UBI: 603-568-247-001-0003  
Tradename: HIGH SUPPLY LLC  
New Loc: 449 S WICHMAN ST SUITE B  
TENINO, WA 98589-9376

APPLICANTS:  
HIGH SUPPLY LLC  
MURPHY, JOHN S  
1948-08-23

Phone No.: 360-350-8198 JOHN MURPHY  
Privileges Applied For:  
MARIJUANA PROCESSOR

**As required by RCW 69.50.331(7)** the Liquor and Cannabis Board is notifying you that the above has applied for a marijuana 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 Marijuana CHRI desk at (360) 664-1704.

- |  | 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 314-55-160 for information about this process)  |                          |                          |
| 4. If you disapprove, per RCW 69.50.331(7)(c) 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



**NOTICE OF MARIJUANA 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>

**RETURN TO: [localauthority@sp.lcb.wa.gov](mailto:localauthority@sp.lcb.wa.gov)**

TO: MAYOR OF TENINO  
RE: CHANGE OF CORPORATE OFFICERS/STOCKHOLDERS APPLICATION

DATE: 3/12/20

UBI: 604-370-423-001-0002

APPLICANTS:

License: 415484 - 7D County: 34

NINE DRAGONS PROJECT LLC

Tradename: TENINO CANNABIS BOUTIQUE  
Loc Addr: 449 WICHMAN ST S STE A  
TENINO, WA 98589-9376

WU, TONY  
1993-01-02

Mail Addr: 9120 PIKE PL SE  
PORT ORCHARD, WA 98367-7802

Phone No: 646-875-1439 TONY WU

Privileges Applied For:  
MARIJUANA RETAILER  
MEDICAL MARIJUANA ENDORSEMENT

**As required by RCW 69.50.331(7)** the Liquor and Cannabis Board is notifying you that the above has applied for a marijuana 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 Marijuana CHRI desk at (360) 664-1704.**

- |  | 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 314-55-160 for information about this process)  |                          |                          |
| 4. If you disapprove, per RCW 69.50.331(7)(c) 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

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 03/06/2020

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF TENINO  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20200630

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1 . TENINO FARMERS MARKET	TENINO FARMERS MARKET 213 SUSSEX AVE W TENINO WA 98589 0000	426602	FARMERS MARKET FOR WINE
2 . KIRBY CO.	TENINO IGA MARKET FRESH 669 E LINCOLN AVE TENINO WA 98589 4015	071208	GROCERY STORE - BEER/WINE

**Item Attachment Documents:**

Since Governor's Inslee's Proclamation of Emergency on February 29, 2020, many counties and cities of the state have followed suit with emergency proclamations of their own. On March 12, 2020, Mayor Fournier called a meeting of the Department Heads and decided that an Emergency Proclamation would better posture the City of Tenino to support its citizens. Accordingly, the Administration published a Proclamation of Emergency of its own on March 12, 2020 closing City Facilities to the public, suspended collection actions on all accounts in an arrears status, and waiving certain procurement guidelines in order to facilitate the rapid procurement of goods and services to mitigate the effects of the COVID-19 situation.

**Recommended action:** Move to:

1. Find that an emergency exists as outlined in the Proclamation; and
2. Ratify that Proclamation as having the full force and effect intended by the Mayor upon issuance; and
3. Confirm that a state of emergency will continue to exist until terminated, extended, or amended by further Proclamation.

# CITY OF TENINO WASHINGTON

## PROCLAMATION OF EMERGENCY 2020-01

**WHEREAS**, the State of Washington, along with much of the world, is experiencing an outbreak of the novel Coronavirus known as COVID-19; and

**WHEREAS**, COVID-19 is a respiratory disease that can result in serious illness or death, and is easily spread from person to person; and

**WHEREAS**, on January 31, 2020, the Secretary of the United States Department of Public Health and Human Services declared a public emergency for the 2019 novel Coronavirus beginning on January 27, 2020; and

**WHEREAS**, on February 29, 2020, Governor Inslee proclaimed a state of emergency for all counties in Washington State due to the spread of COVID-19 and directed that the plans and procedures of the Washington State Comprehensive Emergency Management Plan be implemented; and

**WHEREAS**, on March 12, 2020, the Board of Commissioners of Thurston County declared a state of emergency, implementing the County's Comprehensive Emergency Management Plan; and

**NOW, THEREFORE, I**, Wayne Fournier, Mayor of the City of Tenino, do hereby declare a state of emergency under the authority of Chapter 38.52, Revised Code of Washington, as a result of the spread of COVID-19 in Thurston county, and as a result, hereby Proclaim the following:

1. The emergency shall endure until terminated, extended, or amended by further Proclamation.
2. Public access to all City facilities is suspended effective Sunday, March 15, 2020 at 12:00 pm until further notice. Persons or organizations that have already paid the deposit to rent any City facility may choose to re-schedule or have their deposits returned.
3. The City shall suspend all actions to collect on overdue utility accounts, B&O Taxes, or other arrearages and will cease charging interest on any such account. The City shall not suspend any utility service for any reason that does not threaten the health or safety of the citizens of the City, until further notice.
4. By authority of Chapter 38.52, Revised Code of Washington, I assume the authority to suspend, certain time consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements), including, but not limited to budget law limitations, requirements of competitive bidding and publication of notices, provisions pertaining to the

performance of public work, entering into contracts contract, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes, the appropriation and expenditures of public funds, and/or provisions relating to personnel policies or collective bargaining.

5. I delegate to the Chief of Police the authority under my supervision to take actions identified for and on behalf of the City to direct any necessary population and property protection, as well s control of incidents and maintenance of public peace and order. Other departments and personnel will assist as requested.
6. I delegate to the Department Heads the authority to permit the use and closure of the City facilities and equipment under their control for supplying necessary food, clothing, medicines, shelter, or transportation to care facilities for people in need of assistance; to reassign personnel from their ordinary duties to work deemed necessary for the emergency without regard to job classifications, and to require work beyond normal working hours; to purchase supplies and materials necessary to address the emergency; and to secure the assistance of volunteers and donations of supplies or the use of equipment in performing tasks that the department head deems most helpful in relieving the emergency.
7. It is the policy of the City of Tenino that no guarantee is implied by actions authorized above, and that there is no perfect emergency management system. In any given set of circumstances, the City of Tenino and its assets and systems may be overwhelmed, and the City can only endeavor to make every reasonable effort to respond based on the situation, and information and resources available at this time.

**DATED** this 12<sup>th</sup> day of March, 2020.

  
Wayne Fournier, Mayor

ATTEST:

  
John C. Millard, Clerk/Treasurer

Approved as to form:

\_\_\_\_\_  
Richard L. Hughes, City Attorney