

# City of Tenino

149 Hodgen Street South  
Tenino, WA 98589

**City Council Meeting**  
**Tuesday, June 11, 2024 at 6:30 PM**

## **Agenda**

### **WORK SESSION**

1. 6:30 pm Review of 6/11/2024 Council Agenda
2. Council Priorities  
Mid-Year Council Retreat  
Old PW Building  
Budget  
Council Roles and Responsibilities
3. Discussion of 6/25/2024 Council Draft Agenda

### **CALL TO ORDER**

4. Flag Salute

### **AGENDA APPROVAL**

5. Agenda for the Regular Meeting of the 6/11/24.

**Recommended Action:** Motion to approve the agenda as presented.

### **APPROVAL OF MINUTES**

6. Meeting Minutes for 5/28/2024

**Recommended Action:** Motion to approve 5/28/2024 meeting minutes as presented.

### **CONSENT CALENDAR**

7. Consent Calendar May 29, 2024 through June 11, 2024 consisting of

Payroll EFT's in the amount of \$69,713.37

Claims checks #32403 through #32445 in the amount of \$579,975.85

for a grand total of \$649,689.22

Liquor Cannabis License: None

**Recommended Action:** Move to approve the consent calendar as presented.

## EXECUTIVE SESSION

## PRESENTATIONS

## PUBLIC COMMENTS

## PUBLIC HEARING

## PROCLAMATIONS

## OLD BUSINESS

8. Tenino Lions Club Quarry House use

**Recommended Action:** Motion to approve Tenino Lions Club Quarry House Use.

## NEW BUSINESS

9. Park Ave Bid Award

**Recommended Action:** Motion to accept bid for Park Ave overlay

10. Community Decarbonization Grant

Congratulations! We are writing to notify you that City of Tenino has been selected for a conditional award of \$562170 from the Community Decarbonization Grants (CMTYDECARB-24) program. The award is contingent upon no successful protests of the award decisions.

We will announce the selections publicly, and news of the selections will be embargoed for press until that time. We ask that you please keep your award selection private and do not share this information outside of your organization until after the embargo lifts. As we look ahead to the public announcement, we may have several near-term requests including a press quote.

### Award Letters

- We will send an award letter through DocuSign to David Watterson at [dwatterson@cityoftenino.org](mailto:d watterson@cityoftenino.org) for signature. The award letter should be signed by an authorized official. Please notify us immediately if we should send this letter elsewhere.
- Please sign the award letter by **June 16, 2024**. If you cannot return it by this date, please contact me as soon as possible.
- After the award letter has been signed, we will send a registration link for the New Awardee Webinar. At least one representative must attend.
- You will also be required to complete an intake form to begin the contracting process. This form will verify details of your application, such as budget and scope of work. Contracts will be processed in the order that completed pre-contract information is received.

- Please remember all funding is on a reimbursement basis and no costs chargeable to the award may be incurred before executing a contract.

**Recommended Action:** Motion to accept Community Decarbonization Grant

**RESOLUTIONS**

**ORDINANCES**

**REPORTS**

**11. Outside Agency**

- 1) Chamber of Commerce
- 2) Economic Development Council (EDC)
- 3) South Thurston Economic Development Initiative (STEDI)
- 4) ARCH Commission
- 5) Experience Olympia & Beyond (VCB)
- 6) South Thurston Fire
- 7) Library
- 8) Museum
- 9) Tenino Community Service Center

**12. Committees/Commissions**

- 1) Civil Service Commission
- 2) Façade Improvement Grant Review Committee
- 3) Finance Committee
- 4) Planning Commission
- 5) Public Safety Committee
- 6) Public Works Committee

**13. Staff**

- 1) Chief of Police
- 2) Director of Public Works
- 3) Code Enforcement/Building Inspector
- 4) PARC Specialist
- 5) Clerk/Treasurer

**6) Mayor**

**14. Liaisons**

**1) Bucoda/Tenino Healthy Action Team (BTHAT)**

**2) Solid Waste Advisory Board**

**3) TCOMM/911**

**4) Tenino School Board**

**5) Thurston Regional Planning Council (TRPC)**

**6) Transportation Policy Board**

**7) Thurston County Commissioner's Office**

**8) Legislature**

**PUBLIC COMMENTS 2**

**ANNOUNCEMENTS**

**ADJOURNMENT**

**File Attachments for Item:**

7. Consent Calendar May 29, 2024 through June 11, 2024 consisting of Payroll EFT's in the amount of \$69,713.37

Claims checks #32403 through #32445 in the amount of \$579,975.85

for a grand total of \$649,689.22

Liquor Cannabis License: None

**Recommended Action:** Move to approve the consent calendar as presented.

**Consent Calendar May 29, 2024 through June 11, 2024 consisting of:**

- **Payroll EFT's in the amount of \$69,713.37**
- **Claims Checks #32403 through #32445 in the amount of \$579,975.85.**

**for a grand total of \$649,689.22**

**a) Liquor & Cannabis License:**

# CHECK REGISTER

City Of Tenino

Time: 15:16:19 Date: 06/11/2024

05/29/2024 To: 06/11/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1945	06/11/2024	Claims	5	32423	Joes Refuse	1,416.01	
1946	06/11/2024	Claims	5	32424	Leyton Jump	85.15	312200.10 - 297 SUSSEX AVE E
1947	06/11/2024	Claims	5	32425	Ashley Larson	150.00	
1948	06/11/2024	Claims	5	32426	Law Office of Richard L. Hughes PLLC	5,980.00	
1949	06/11/2024	Claims	5	32427	Lewis County Chemical	505.77	
1950	06/11/2024	Claims	5	32428	C/o Tyra Shenaurt MetroParks Tacoma	3,203.11	
1951	06/11/2024	Claims	5	32429	Mountain Mist Water	119.01	
1952	06/11/2024	Claims	5	32430	Northstar Chemical, Inc	1,484.26	
1953	06/11/2024	Claims	5	32431	Pitney Bowes	116.23	
1954	06/11/2024	Claims	5	32432	Puget Sound Energy	6,642.99	
1955	06/11/2024	Claims	5	32433	R Johnson Construction	51,225.90	
1956	06/11/2024	Claims	5	32434	RTS Enviromental LLC	5,500.00	
1957	06/11/2024	Claims	5	32435	Jessica Reeves-Rush	863.68	
1958	06/11/2024	Claims	5	32436	Right Systems Inc	8,664.00	
1959	06/11/2024	Claims	5	32437	Scheibmeir, Kelly & Nelson PS	450.00	
1960	06/11/2024	Claims	5	32438	Tenino Marketfresh	656.04	
1961	06/11/2024	Claims	5	32439	Tenino Telephone Co	1,895.40	
1962	06/11/2024	Claims	5	32440	Thoren Electric, LLC	1,865.27	
1963	06/11/2024	Claims	5	32441	Thurston Co Treasurer	6.68	
1964	06/11/2024	Claims	5	32442	Ken Trombley	234.00	Family Fun Day (clown)
1965	06/11/2024	Claims	5	32443	Karen Valensuala	76.60	Sub instructor for yoga
1966	06/11/2024	Claims	5	32444	WA Dept Of Commerce	447,454.65	
1967	06/11/2024	Claims	5	32445	Wilson Parts Corporation	154.06	
						001 General Government Fund #001	71,613.09
						002 Quarry Pool Fund #002	4,455.24
						101 City Street Fund #101	8,612.70
						310 Municipal Capital Imp Fund 310	63,899.55
						401 Water Fund	5,340.52
						410 Sewer Fund	35,377.41
						421 Sewer Capital Improvement Fund	12,936.06
						422 Sewer Reserve Fund	447,454.65
						<b>Claims:</b>	<b>579,975.85</b>
						<b>Payroll:</b>	<b>69,713.37</b>
						<b>649,689.22</b>	

\* Transaction Has Mixed Revenue And Expense Accounts

# CHECK REGISTER

City Of Tenino

Time: 15:16:19 Date: 06/11/2024

05/29/2024 To: 06/11/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1835	06/05/2024	Payroll	5	EFT	Jeffrey A Eisel	91.24	
1836	06/05/2024	Payroll	5	EFT	Linda Gotovac	182.48	
1837	06/05/2024	Payroll	5	EFT	Effie E Klamn	182.48	
1838	06/05/2024	Payroll	5	EFT	Jason A Lawton	136.86	
1839	06/05/2024	Payroll	5	EFT	John J O'Callahan	228.10	
1840	06/05/2024	Payroll	5	EFT	David A Watterson	1,368.61	
1841	06/05/2024	Payroll	5	EFT	Robert A Auderer	2,797.49	
1842	06/05/2024	Payroll	5	EFT	Veronica A Barnes	2,304.45	
1843	06/05/2024	Payroll	5	EFT	Troy LK Cannon	2,973.60	
1844	06/05/2024	Payroll	5	EFT	Rene Durand	2,297.97	
1845	06/05/2024	Payroll	5	EFT	Brent L Gibbs	3,741.70	
1846	06/05/2024	Payroll	5	EFT	Drew Johnson	2,683.93	
1847	06/05/2024	Payroll	5	EFT	Aaron Lee	2,938.82	
1848	06/05/2024	Payroll	5	EFT	Patrick H Maguire	2,015.22	
1849	06/05/2024	Payroll	5	EFT	Alec C McClelland	3,368.88	
1850	06/05/2024	Payroll	5	EFT	Cole Plaja	2,056.56	
1851	06/05/2024	Payroll	5	EFT	Jason M Plaja	2,299.34	
1852	06/05/2024	Payroll	5	EFT	Jessica Reeves-Rush	1,745.51	
1853	06/05/2024	Payroll	5	EFT	Maria Rodriguez	2,142.36	
1854	06/05/2024	Payroll	5	EFT	Jennifer N Scharber	2,597.00	
1855	06/05/2024	Payroll	5	EFT	Courtney N Sheldon	1,771.83	
1877	06/06/2024	Payroll	5	EFT	Timberland Bank	13,987.76	941 Deposit for Pay Cycle(s) 06/05/2024 - 06/05/2024
1878	06/06/2024	Payroll	5	EFT	WA State Dept of Retirement Systems	410.00	Pay Cycle(s) 06/05/2024 To 06/05/2024 - Deffered Comp
1894	06/07/2024	Payroll	5	EFT	WA State Dept of Retirement Systems	15,391.18	Pay Cycle(s) 05/20/2024 To 05/20/2024 - LEOFF II; Pay Cycle(s) 05/20/2024 To 05/20/2024 - PERS II; Pay Cycle(s) 06/05/2024 To 06/05/2024 - LEOFF II; Pay Cycle(s) 06/05/2024 To 06/05/2024 - PERS II
1834	05/31/2024	Claims	5	32403	WA State Dept of Health	100.00	
1926	06/11/2024	Claims	5	32404	ALS Group USA, Corp	1,073.00	
1927	06/11/2024	Claims	5	32405	Jeff Andersen	1,000.00	Family Fun Day band performance 6/22/2024
1928	06/11/2024	Claims	5	32406	Claire E Archer	75.00	
1929	06/11/2024	Claims	5	32407	Cascade Columbia Distribution	429.71	
1930	06/11/2024	Claims	5	32408	Chehalis Outfitters	194.74	
1931	06/11/2024	Claims	5	32409	Cintas Corporation	136.46	
1932	06/11/2024	Claims	5	32410	Corporate Payment Systems	6,262.42	
1933	06/11/2024	Claims	5	32411	Correct Equipment	17,821.65	
1934	06/11/2024	Claims	5	32412	Leila Cughan	75.00	
1935	06/11/2024	Claims	5	32413	DPI Legal & Classified Publishing	122.20	
1936	06/11/2024	Claims	5	32414	Ford Motor Municipal Fin Dept 43401	9,183.35	Pymt 4 of 5
1937	06/11/2024	Claims	5	32415	Duni Sanitation	485.00	
1938	06/11/2024	Claims	5	32416	Whitney Ferguson	150.00	
1939	06/11/2024	Claims	5	32417	Sarah Gaden	277.20	
1940	06/11/2024	Claims	5	32418	H D Fowler Co	501.05	
1941	06/11/2024	Claims	5	32419	Rachel Homchick	75.00	
1942	06/11/2024	Claims	5	32420	Interstate Automotive Inc	2,735.73	
1943	06/11/2024	Claims	5	32421	J & I Power Equip	29.53	
1944	06/11/2024	Claims	5	32422	Joe Enbody	500.00	



**File Attachments for Item:**

8. Tenino Lions Club Quarry House use

**Recommended Action:** Motion to approve Tenino Lions Club Quarry House Use.

8.



Tenino Lions Club  
PO Box 568  
Tenino, WA 98589

We Serve

May 30, 2024

The Honorable David Watterson  
City of Tenino  
PO Box 4019  
Tenino, WA 98589

Dear Mayor Watterson:

Attached is a letter written to former Mayor Fournier, dated March 4, 2022. The Lions Club is still awaiting a response.

As outlined in the March 2022 letter, the Lions Club had fulfilled our original February 2017 (Resolution 2017-02, copy attached), with the exception of painting the inside of the Quarry House, which was unnecessary due to the remodel.

In addition, the Lions Club has recently made a donation towards chair replacement in the Quarry House, is sponsoring the Family Fun Day, and will be making a donation towards the shelters to be erected in the Quarry Pool area.

Based on the number of years we were unable to access the Quarry House and the additional monies donated to various city purchases/projects, we are requesting that our original agreement be extended through the end of December 2026.

The Lions Club appreciates your consideration to our request and we look forward to continuing our partnership with the City of Tenino.

Sincerely,

*Judy Cryderman*  
Judy Cryderman, Secretary

March 4, 2022

The Honorable Wayne Fournier  
City of Tenino  
PO Box 4019  
Tenino, WA 98589

Dear Mayor Fournier:

In February of 2017, the Tenino Lions Club (Lions) and the City of Tenino (City) entered into an agreement (Resolution 2017-02) in which the Lions agreed to perform certain maintenance duties or improvements in exchange for waiving the rent for five (5) years.

The Lions have performed all of the agreed upon maintenance and improvements with the exception of the painting of the inside of the Quarry House, which, we believe is probably included in the remodeling contract.

Due to the onset of Covid in 2020 and the closure of the Quarry House for the past two years, the Lions Club is requesting that the City extend our agreement to end two years following the reopening of the Quarry House later this Spring.

We appreciate that the City recognizes the contributions the Tenino Lions Club makes to our community. It is our hope that the City will be willing to agree to our request.

Thank you for your consideration.

Sincerely,

Tyler Whitworth

## RESOLUTION 2017-02

**A RESOLUTION OF THE CITY OF TENINO, WASHINGTON  
RECOGNIZING THE TENINO LIONS CLUB AND AUTHORIZING THE  
CONTINUED USE OF THE QUARRY HOUSE BY THE LIONS CLUB  
AND WAIVING THE FEES AND DEPOSITS THEREFORE**

**WHEREAS**, the Tenino Lions Club has consistently shown their dedication to the continued improvement of the community; and

**WHEREAS**, the Tenino Lions Club has continuously provided maintenance and major improvement to the Tenino Quarry House; and

**WHEREAS**, the Tenino Lions Club has never requested reimbursement for the maintenance or improvements provided to the Tenino Quarry House; and

**WHEREAS**, the most recent improvements include the building of two large picnic shelters; and

**WHEREAS**, during the next five-year term, the Tenino Lions Club has agreed to re-deck the Quarry House stage, pressure-wash and stain the picnic shelters, clean and paint the inside of the Quarry House, and rebuild the picnic structure within the War Memorial Swimming Pool enclosure; and

**WHEREAS**, the fees for use of the Quarry House for five years would be approximately \$4300 at the current fee schedule,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TENINO, WASHINGTON**, as follows:

**Section 1.** The Tenino Lions Club shall pay no fee or rent for five (5) years for regular club meetings at the Tenino Quarry House beginning January 1, 2017 through December 31, 2021; provided, however, that the facility shall be cleaned after every use.

**Section 2.** The Director of Public Works shall be the coordinating authority for the Lions Club on behalf of the City. The Clerk/Treasurer shall be the alternate coordinating authority on behalf of the City.

**PASSED** at a regular meeting of the Tenino City Council this 28<sup>th</sup> day of February, 2017.

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Wayne Fournier, Mayor

**ATTEST:**

\_\_\_\_\_  
John C. Millard, City Clerk-Treasurer

Approved as to form:

\_\_\_\_\_  
Erin Hillier, City Attorney

**File Attachments for Item:**

9. Park Ave Bid Award

**Recommended Action:** Motion to accept bid for Park Ave overlay

**Bid Tabulation**  
**City of Tenino**  
**Park Avenue Overlay**  
**Bid Opening Date: May 8, 2024**  
 0751.3715



Item No.	Item	Qty	Unit	Engineer's Estimate		Puget Paving		Miles Resources		Lakeside Industries		Granite Construction Co		Barcott Construction		Northwest Cascade, Inc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Minor Changes	1	CALC	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
2	SPCC Plan	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 350.00	\$ 350.00	\$ 500.00	\$ 500.00	\$ 753.00	\$ 753.00	\$ 750.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 609.00	\$ 609.00
3	Mobilization	1	LS	\$ 34,000.00	\$ 34,000.00	\$ 25,000.00	\$ 25,000.00	\$ 18,000.00	\$ 18,000.00	\$ 26,000.00	\$ 26,000.00	\$ 27,000.00	\$ 27,000.00	\$ 18,000.00	\$ 18,000.00	\$ 34,400.00	\$ 34,400.00
4	Project Temporary Traffic Control	1	LS	\$ 16,000.00	\$ 16,000.00	\$ 12,000.00	\$ 12,000.00	\$ 18,089.00	\$ 18,089.00	\$ 19,000.00	\$ 19,000.00	\$ 20,000.00	\$ 20,000.00	\$ 8,100.00	\$ 8,100.00	\$ 20,000.00	\$ 20,000.00
5	Roadway Excavation Incl. Haul	260	CY	\$ 70.00	\$ 18,200.00	\$ 40.00	\$ 10,400.00	\$ 45.00	\$ 11,700.00	\$ 60.00	\$ 15,600.00	\$ 10.00	\$ 2,600.00	\$ 73.00	\$ 18,980.00	\$ 165.00	\$ 42,900.00
6	Crushed Surfacing Top Course	120	TN	\$ 70.00	\$ 8,400.00	\$ 82.50	\$ 9,900.00	\$ 85.00	\$ 10,200.00	\$ 118.00	\$ 14,160.00	\$ 105.00	\$ 12,600.00	\$ 80.00	\$ 9,600.00	\$ 44.00	\$ 5,280.00
7	Planing Bituminous Pavement	400	SY	\$ 25.00	\$ 10,000.00	\$ 10.00	\$ 4,000.00	\$ 20.00	\$ 8,000.00	\$ 35.00	\$ 14,000.00	\$ 40.00	\$ 16,000.00	\$ 21.00	\$ 8,400.00	\$ 22.00	\$ 8,800.00
8	HMA CL. 1/2 IN. PG 58H-22	890	TN	\$ 150.00	\$ 133,500.00	\$ 125.00	\$ 111,250.00	\$ 130.00	\$ 115,700.00	\$ 118.00	\$ 105,020.00	\$ 125.00	\$ 111,250.00	\$ 146.00	\$ 129,940.00	\$ 154.00	\$ 137,060.00
9	HMA for Pavement Repair CL. 1/2 IN. PG 58H-22	270	TN	\$ 170.00	\$ 45,900.00	\$ 170.00	\$ 45,900.00	\$ 150.00	\$ 40,500.00	\$ 118.00	\$ 31,860.00	\$ 155.00	\$ 41,850.00	\$ 207.00	\$ 55,890.00	\$ 184.00	\$ 49,680.00
10	HMA for Prelevel CL. 1/2 IN. PG 58H-22	190	TN	\$ 170.00	\$ 32,300.00	\$ 125.00	\$ 23,750.00	\$ 130.00	\$ 24,700.00	\$ 118.00	\$ 22,420.00	\$ 150.00	\$ 28,500.00	\$ 210.00	\$ 39,900.00	\$ 154.00	\$ 29,260.00
11	Erosion Control and Water Pollution Prevention	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 6,000.00	\$ 6,000.00
12	Paint Line	2,350	LF	\$ 3.00	\$ 7,050.00	\$ 1.70	\$ 3,995.00	\$ 1.80	\$ 4,230.00	\$ 2.50	\$ 5,875.00	\$ 2.00	\$ 4,700.00	\$ 2.00	\$ 4,700.00	\$ 1.70	\$ 3,995.00
13	Plastic Stop Line	80	LF	\$ 35.00	\$ 2,800.00	\$ 50.00	\$ 4,000.00	\$ 17.25	\$ 1,380.00	\$ 50.00	\$ 4,000.00	\$ 30.00	\$ 2,400.00	\$ 45.00	\$ 3,600.00	\$ 17.00	\$ 1,360.00
<b>Total</b>					<b>\$ 316,150.00</b>		<b>\$ 259,545.00</b>		<b>\$ 259,999.00</b>		<b>\$ 264,888.00</b>		<b>\$ 275,150.00</b>		<b>\$ 303,110.00</b>		<b>\$ 344,344.00</b>



May 20<sup>th</sup>, 2024

The Honorable Mayor Watterson and City Council  
City of Tenino  
City Hall - 149 Hodgden St S  
Tenino, WA 98589

RE: Park Avenue Overlay  
Construction Contract Award Recommendation

Dear Mayor and City Council:

On May 8, 2024, at 10:00 am, six bids were opened and publicly read for the above referenced project. The low bid was submitted by Puget Paving & Construction, Inc. of Lakewood, Washington in the amount of \$259,545.00. The total bids ranged from \$259,545.00 to \$344,344.00, and the Engineer's estimate for the project was \$316,150.00. Please see the attached bidder's tabulation.

Gibbs & Olson reviewed the bids and found that Puget Paving & Construction, Inc. correctly completed the required forms included in the Bid Package. Gibbs & Olson has verified that Puget Paving & Construction, Inc. has an active contractor's license and has no summons or complaints against them.

Gibbs & Olson recommends that the City of Tenino award a contract in the amount of \$259,545.00 to Puget Paving & Construction, Inc. of Lakewood, Washington for the Park Avenue Overlay project. Concurrence has been received from the Transportation Improvement Board. We also recommend that you consult with your attorney to verify concurrence with Gibbs & Olson's recommendation for the contract award.

Please contact me at your convenience if you have any questions regarding the above information or Gibbs & Olson's recommendation.

Sincerely,

Digitally signed by Kyle W Busby  
DN: CN=Kyle W Busby,  
dnQualifier=A01410D0000017F93C7AA5B00057C8F,  
O=Washington, C=US  
Date: 2024.05.20 09:24:12-07'00'

Kyle Busby, PE  
Project Manager

Attachment: Bid Tabulation  
File: 0751.3715