

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, March 23, 2021 at 6:00 PM

Agenda

WORK SESSION

CALL TO ORDER

AGENDA APPROVAL

APPROVAL OF MINUTES

- [1.](#) Meeting Minutes 3/9/2021

CONSENT CALENDAR

- [2.](#) Consent Calendar consisting of March 10, 2021 through March 23, 2021:

Payroll EFT's and check #29773 in the amount of \$27,653.87,

Claims checks #29733 through #29790 and EFT's in the amount of \$34,382.60

for a grand total of \$62,036.47

Liquor and Cannabis License Applications/Renewals: None

Recommended Action: Motion to approve the consent calendar as presented.

Liquor and Cannabis Applications/Renewals:

None.

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

3. Annual Special Event Permits-Waive Fees

Tenino Farmers Market (Weekends May-Sept)
Raise for Rowyn 5k (Fathers Day weekend, June)
Robin Rudy Memorial Motorcycle Run (Last Saturday March)
OTD Music Festival (4th weekend in July)
Bike Race Weekends from park (Multiple summer weekends)
THS Graduation Parade (Mid June)

NEW BUSINESS

4. Tiffany Cox of 179 Ritter Street had a water leak in January which lead to a nearly double water bill in February in the amount of \$263.14, after proof of repair to the leak was made, City hall staff reduced the bill according to the ordinance 12.04.245, reducing the bill by \$28.10, bringing the balance due to \$235.04. Mrs. Cox would like to ask the City Council to reduce the bill even more.

RESOLUTIONS

ORDINANCES

REPORTS

5.
 - 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District #12
 - 5) Library
 - 6) Museum
 - 7) Tenino Community Service Center
6.
 - 1) ARCH Commission
 - 2) Civil Service Commission
 - 3) Facade Improvement Grant Review Committee
 - 4) Finance Committee
 - 5) Planning Commission
 - 6) Public Safety Committee

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

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

1.

File Attachments for Item:

1. Meeting Minutes 3/9/2021

**City Council Meeting
Tuesday, March 09, 2021**

Minutes

WORK SESSION

Mayor Fournier convened the work session at 6:00 pm.

PRESENT

Councilmember Linda Gotovac
Councilmember Cutter Copeland
Councilmember John O'Callahan
Councilmember Jason Lawton
Councilmember Rachel Davidson

1. Executive Session Isaac Ruiz & Josh Johnson. 5-10 Minutes.

Mayor and Council went into executive session at 7:01 pm for approximately 10 minutes. Convened back into the regular work session at 7:11 pm.

2. Mayor Pro Tem Gotovac will give update from Finance Committee held 3/4/2021

Councilmember Gotovac gave an update to the council on the Finance Committee meeting.

Work Session ended at 7:19 pm

CALL TO ORDER

Mayor Fournier called the regular Council Meeting of 3/9/2021 to order at 7:30 pm with

PRESENT:

Councilmember Linda Gotovac
Councilmember Cutter Copeland
Councilmember John O'Callahan
Councilmember Jason Lawton
Councilmember Rachel Davidson

AGENDA APPROVAL

Motion by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the agenda.

Motion by Councilmember Gotovac to amend the agenda to include Resolution 2021-02 Reimbursement Resolution.

Motion by Councilmember O'Callahan, Seconded by Councilmember Copeland to approve the amenda agenda.

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

Motion passes 5/0.

APPROVAL OF MINUTES

3. Minutes of the 2/23/2021 regular city council meeting.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the minutes of the 2/23/2021 meeting as presented.

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

Motion passes 5/0.

CONSENT CALENDAR

4. Payroll EFT's and check #29732 in the amount of \$23,085.26 and Claims Checks #29733 through #29772 and other EFT's in the amount of \$63,894.35 for a grand total \$86,894.61.

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

Liquor and Cannabis Licenses or Renewals:

Tenino Farmers Market

Tenino Marketfesh

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

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

Motion passes 5/0.

EXECUTIVE SESSION

PRESENTATIONS

George Sharp went over the survey for the Economic Development plans the Planning Commission is working on and suggested to send to the City citizens to complete.

Mayor Fournier suggested Council look over the survey and give any recommendations to George Sharp.

PUBLIC COMMENTS

None

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

5. On 3/4/2021 the Financial Committee met to review the current budget position and make specific recommendations to salary of Clerk Treasurer position.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the \$1000.00 increase in pay for a Clerk/Treasurer.

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

Motion passes 5/0.

NEW BUSINESS

6. Under RCW 4.96.041 the city council may authorize the defense and indemnification of officers and employees for acts or omissions arising from their official duties.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac to sign Resolution 2021-02 to pay the attorney fees for the recall petition filed against the Mayor.

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

Motion passes 5/0.

RESOLUTIONS

Reimbursement Resolution 2021-02.

ORDINANCES

REPORTS

7. **1) Chamber of Commerce**
2) Economic Development Council (EDC)
3) Experience Olympia & Beyond (VCB)
4) Fire District #12
5) Library
6) Museum
7) Tenino Community Service Center

5) Library: Linda McKinnie updated Mayor and Council on the remodel of the Library and informed the Citizens of Tenino, that the funds were coming from Timberland Library. During the remodel the library will be closed from March 15, 2021 through April 20, 2021 with the employees working at Library's in the district. She reported they have ordered new shelving, furniture, paint, a new office space and will be upgrading the WiFi. Linda would like to thank the City of Tenino Public Works Crew, Tenino Lions Club and the Tenino Depot Museum for their help clearing out the building.

7) Tenino Community Service Center: Councilmember's Davidson and Lawton will be attending the Robin Rudy Memorial Ride on March 27, 2021.

8. 1) ARCH Commission

2) Civil Service Commission

3) Facade Improvement Grant Review Committee

4) Finance Committee

5) Planning Commission

6) Public Safety Committee

1) ARCH Commission: George Sharp reported they have received 3 applications so far.

3) Facade Improvement Grant Review Committee: Councilmember Gotovac reported they have received an application from Chris Hallett to upgrade the windows of the building he bought between the Eagles and the Landmark. He will be restoring this building to have a business in it.

9. 1) Chief of Police

2) Director of Public Works

3) City Planner/Building Official

4) City Attorney

5) Clerk/Treasurer

6) Mayor

3) City Planner/Building Official: Mayor Fournier reported we are still working on getting the contract signed between L.G. Nelson and the City.

5) Clerk/Treasurer: Scott Garrison attached a financial update for all and went over the same with Mayor and Council.

6) Mayor: Mayor Fournier stated he has been meeting with Attorney's and spent a day in mediation regarding the WMCA monies.

10. 1) Bucoda/Tenino Healthy Action Team (BTHAT)

2) Community Investment Partnership (CIP)

3) Solid Waste Advisory Board

4) South Thurston Economic Development Initiative (STEDI)

5) TCOMM/911**6) Tenino School Board****7) Thurston Regional Planning Council (TRPC)****8) Transportation Policy Board**

1) Bucoda/Tenino Healthy Action Team: Councilmember Lawton reported they held a meeting last week which included specifically the budget.

3) Solid Waste Advisory Board: Councilmember Copeland reported they met and also went over the budget, and recyclable's. He will be touring the WWTP tomorrow.

4) STEDI: George Sharp reported they held a meeting via Zoom regarding telecommuting.

6) Tenino School Board: Councilmember Davidson reported the board decided on hiring Clint Endicott as the next superintendent. As of today students K-12 are attending in school training on different days. She also reported they are continuing with school bag lunches daily in the parking lot from 11:00 am - 2:00 pm for all students as well as weekend lunches being given out on Friday's.

7) TRPC: Councilmember Copeland reported during the meeting they brought up a map of all the sidewalks in the cities that have some sort of defect and what is being done about them. All in all a very good meeting.

8) Transportation Policy Board: Councilmember O'Callahan reported they also held a discussion on the breaks in the sidewalks and what can be done to improve them. He advised TPB that there is a major difference in the funds allocated to south county compared to the north county where as south county gets considerably less monies than the north.

PUBLIC COMMENTS 2

None

ANNOUNCEMENTS

George Sharp announced the date of the Art Festival which is being held in the Kodiak Room running from 3/19/21-3/21/21 with 25 different artists.

Mayor Fournier announced the Tenino Police Department swore in two new officers. One being D. Johnson as a provisional officer and the other is A. Lee who is a Lateral hire.

ADJOURNMENT

Meeting adjourned at 8:21 pm

File Attachments for Item:

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for a grand total of \$62,036.47

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

CHECK REGISTER

Time: 14:40:59 Date: 03/23/2021

03/10/2021 To: 03/23/2021

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1028	03/23/2021	Claims	5	29783	Lewis County Chemical	529.03	
1029	03/23/2021	Claims	5	29784	Miles Sand And Gravel Company	578.36	
1030	03/23/2021	Claims	5	29785	Northstar Chemical, Inc	653.40	
1031	03/23/2021	Claims	5	29786	Puget Sound Energy	3,140.24	
1032	03/23/2021	Claims	5	29787	Quill	118.32	
1033	03/23/2021	Claims	5	29788	Right Systems Inc	4,993.61	
1034	03/23/2021	Claims	5	29789	Tenino Marketfresh	43.82	
1035	03/23/2021	Claims	5	29790	Wilson Parts Corporation	260.49	
						23,992.27	
001 General Government Fund #001							
101 City Street Fund #101						2,462.54	
310 Municipal Capital Imp Fund 310						1,202.50	
401 Water Fund						6,386.55	
402 Water Capital Imp Fund						949.59	
410 Sewer Fund						9,027.53	
421 Sewer Capital Improvement Fund						18,015.49	
						<hr/>	
						Claims:	34,382.60
						62,036.47 Payroll:	27,653.87

WE, the members of the City Council of the City of Tenino, Thurston County, 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 payment by the Tenino City
 Council.

DATED this _____ day of _____ 2021.

 Clerk/Treasurer

 Mayor

 Councilmember

 Councilmember

 Councilmember

 Councilmember

 Councilmember

CHECK REGISTER

Time: 14:40:59 Date: 03/23/2021

03/10/2021 To: 03/23/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
882	03/10/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	5.00	
892	03/11/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	16.25	
906	03/12/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	7.50	
922	03/16/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	10.00	
925	03/16/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
928	03/16/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	1.25	
943	03/17/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	3.75	
949	03/20/2021	Payroll	5	EFT	Veronica A Barnes	1,383.13	
950	03/20/2021	Payroll	5	EFT	Miles Cannon	1,745.24	
951	03/20/2021	Payroll	5	EFT	Troy LK Cannon	2,048.91	
953	03/20/2021	Payroll	5	EFT	Brent L Gibbs	2,159.76	
954	03/20/2021	Payroll	5	EFT	Drew Johnson	1,505.54	
955	03/20/2021	Payroll	5	EFT	Aaron Lee	1,493.60	
956	03/20/2021	Payroll	5	EFT	Kristi L Lougheed	1,908.91	
957	03/20/2021	Payroll	5	EFT	Jason M Plaja	1,849.19	
958	03/20/2021	Payroll	5	EFT	Maria Rodriguez	1,304.00	
959	03/20/2021	Payroll	5	EFT	Jennifer N Scharber	1,158.35	
960	03/20/2021	Payroll	5	EFT	Seth D Sharp	1,925.17	
966	03/18/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	3.75	
975	03/19/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	10.00	
985	03/23/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	7.50	
988	03/23/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
991	03/23/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	3.75	
994	03/23/2021	Claims	5	EFT	Retail Lockbox Merchant Services, LLC	2.50	
996	03/23/2021	Payroll	5	EFT	WA State Dept of Retirement Systems	8,140.72	Pay Cycle(s) 02/20/2021 To 02/20/2021 - LEOFF II; Pay Cycle(s) 02/20/2021 To 02/20/2021 - PERS II; Pay Cycle(s) 02/20/2021 To 02/20/2021 - Deffered Comp; Pay Cycle(s) 03/05/2021 To 03/05/2021 - LEOFF;
952	03/20/2021	Payroll	5	29773	Scott Garrison	1,031.35	
1016	03/23/2021	Claims	5	29774	911 Supply - Keizer	227.28	
1020	03/23/2021	Claims	5	29775	Batteries Plus #244	178.91	
1021	03/23/2021	Claims	5	29776	DPI Legal & Classified Publishing	110.65	
1022	03/23/2021	Claims	5	29777	Dragon Analytical Laboratory	378.00	
1023	03/23/2021	Claims	5	29778	Gibbs & Olson Inc	1,402.50	
1024	03/23/2021	Claims	5	29779	H D Fowler Co	19,347.21	
1025	03/23/2021	Claims	5	29780	Hach Company	1,560.50	
1026	03/23/2021	Claims	5	29781	Idexx Laboratories	584.03	
1027	03/23/2021	Claims	5	29782	Kroll Associates Inc	200.00	

File Attachments for Item:

4. Tiffany Cox of 179 Ritter Street had a water leak in January which lead to a nearly double water bill in February in the amount of \$263.14, after proof of repair to the leak was made, City hall staff reduced the bill according to the ordinance 12.04.245, reducing the bill by \$28.10, bringing the balance due to \$235.04. Mrs. Cox would like to ask the City Council to reduce the bill even more.

March 18, 2021

To Whom it May Concern:

I would like to discuss my water bill at the next City Council Meeting.

Thank you for your consideration.

Tiffany Cox



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Coxdt91@gmail.com