

1 **CALL TO ORDER:** Meeting was called to order by Mayor Vini Samuel

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3 **FLAG CEREMONY:** Pledge of allegiance was held.

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5 **COUNCIL MEMBERS PRESENT:** Councilman Wood, Councilman Chung, Councilman Trimble, Councilman
6 Cope, Councilman Bryson and Councilman Skaramuca.

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8 Mayor Samuel advised that Councilwoman King had notified her she would be absent. Councilman Cope
9 made a motion to excuse Councilwoman King which was seconded by Councilman Bryson.

10 *Motion passed 6-0.*

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12 **STAFF PRESENT:** Police Chief Vance, Fire Chief Rux, CFO/City Clerk Streeeter, Public Works
13 Director/Community Development Director Olden, Deputy Clerk Kim Lillegard. City Attorney Chris Coker
14 joined us via telephone.

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16 **APPROVAL OF BILLS:** Councilman Trimble presented the bills totaling \$124,154.79 for checks 52615 -
17 52635. The largest being \$81,988.44 to Pacific Title for our forest purchase and \$23,505.21 to Gibbs and
18 Olson for the East Pioneer Project.

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20 **PAYROLL:** \$219,774.65 for checks 40117-40145.

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22 Motion was made by Councilman Trimble to approve the bills as audited with Councilman Cope making
23 a second.

24 *Motion passed 6-0.*

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26 **APPROVAL OF MINUTES:** Motion was made by Councilman Wood to approve the minutes of
27 September 26, 2017 with no changes or corrections with Councilman Cope making a second.

28 *Motion passed 6-0.*

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30 **PRESENTATION:**

31 The Grays Harbor P.U.D. made a presentation to the council and audience, updating everyone on the
32 P.U.D.'s yearly outlook, reports and updates. Rob Hanny, Core Services Director, Connie Kollman,
33 Finance Department and Commissioner Callaghan were present. Ian Cope gave a power point
34 presentation and ended with a question and answer period.

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36 At 7:20 pm, Councilman Wood had to excuse himself from the proceedings.

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38 **PUBLIC COMMENT:** There were none.

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40 **COMMITTEE REPORTS/FOR COUNCIL INTRODUCTION:**

41 **PUBLIC WORKS:** Councilman Skaramuca reported the committee met on October 4th with Councilman
42 Wood, Councilman Bryson, and PW Director Olden attending. The items they discussed were as follows:

43 1) The placement of a bench in front of Harbor Annex; there is a city owned bench that could be moved
44 to accommodate this. 2) East Pioneer Project Phase I; finishing the sidewalks and curbs leaving the
45 streets patched through the winter. 3) Nuisance properties and abatements; citations have been issued
46 and permanent injunction being sought so property owners don't go backwards. 4) Request for lighting
47 at Broadway Avenue and 1st Street in front of the courthouse; exploring options. 5) WWTP changes to

48 protect from sheet piling to log jacks which creates protection to the banks. Also discussed a more
49 permanent removal of the bio solids in the future to avoid any disaster should the river decide to breach
50 the banks. Councilman Skaramuca also reported they talked about relocating the disinfection system.
51 The ultimate dream would be about 6.5 million dollars' worth of improvements.

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53 **FINANCE:** Councilman Trimble advised a very, very, very rough draft of the budget had been put in
54 everyone's boxes so please review and advise him of any questions.

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56 **PARKS BOARD:** Mayor Samuel reported she had attended the parks board meeting where they edited
57 the plan and another one was sent out to parks board members. The time frame was December to
58 Council, January for public comment and adoption. It has to be passed by the 1st of March to apply for
59 grants. Mayor Samuel also asked if there was anyone available to attend the C.O.G. meeting on October
60 19th as neither she nor Councilman Wood is available. Councilman Chung advised he would go.

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62 **PUBLIC SAFETY:** Councilman Trimble reported the police department has secured electronic speed
63 signs. Councilman Trimble also updated the council on the state of the ambulances; 2006 is dead and
64 will be replaced in 2018 with levy lid lift money; 2009 is ok; 2014 is a lemon and the cost to re-chassis it
65 would be around \$125,000 to \$150,000. The thought is to put about \$60,000 into reserve funds so that
66 in 2020 we could replace the 2009 hopefully with cash. Some more discussion ensued regarding repairs
67 vs replacement.

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69 **UNFINISHED BUSINESS:**

70 **SURPLUS EQUIPMENT:** Mayor Samuel advised the surplus list which was scheduled to be presented at
71 this meeting was left off of the agenda. It will be on for the next meeting.

72 **STREETS UPDATE:** PW Director Olden reported East Pioneer was wrapping up next week; they will not
73 get the sidewalk from River to Church finished; they are done on Spruce Avenue for the year; next year
74 they will work on the sidewalks and put the rest of the street in from Sylvia to Church. What they have
75 done so far this year looks very good. Some discussion on the "experiment" of concrete on Spruce
76 Avenue ensued. PW crew will be trying to squeeze in some hot patching within a week or two and then
77 that will be the end of road work for the winter.

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79 At 7:50 p.m. Councilman Wood arrived back.

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81 **LEASE DOCUMENTS FROM UMPQUA:** Authorization for the mayor to sign the Capital Lease Structure
82 paperwork for purchases for the fire department.

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84 Councilman Trimble made a motion to give the Mayor authorization to sign the Umpqua Bank
85 Equipment Leasing & Finance paperwork with Councilman Chung making a second.

86 *Motion passed 6-0.*

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88 **NEW BUSINESS:**

89 **APPROVAL OF THINNING CONTRACT:**

90 CFO Streeter reported the thinning contract was finished and everything met with Forester Hiner's
91 approval so he was looking to accept the thinning contract as complete. Councilman Skaramuca made a
92 motion to accept the thinning contract as complete with Councilman Cope making a second.

93 *Motion passed 6-0*

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PLANNING COMMISION WORKSHOP: Mayor Samuel advised the planning commission was requesting a workshop on 10-24-17 at 6 p.m. and wanted to know if there were going to be enough council members present. The mayor advised she would be getting the new plan out to council prior to the 24th so everyone would have a chance to review it. No one indicated there was a conflict for that meeting date and time.

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ORDINANCES & RESOLUTIONS:

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RESOLUTION ADOPTING FINANCIAL POLICY #926:

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Councilman Trimble made a motion to approve Resolution #92, Adopting a Financial Policy for the City of Montesano with Councilman Cope making a second. Mayor Samuel gave an overview of this resolution per the request of Councilman Wood. There was no more discussion or questions.

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Motion passed 6-0

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RESOLUTION ADOPTING CDBG GRIEVANCE PROCEDURE #927: Councilman Trimble made a motion to approve resolution #927; A resolution adopting a procedure to be utilized in relation to the processing of grievances filed in connection with the project for which funds are being sought from the Office of Community Development, State of Washington and providing commencement and termination dates. This was seconded by Councilman Bryson. There was discussion concerning the absence of this resolution in the council packets that Councilman Wood copied for the public and how that looks like we are not being open and transparent when items are missing. Discussion ensued.

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Motion passed 4-2 with Councilman Cope and Councilman Wood voting no.

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ORDINANCE VACATING ALLEY-PETITION FILED BY JAMES DOCSANES #1604

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A motion was made by Councilman Wood to approve Ordinance #1604 with Councilman Trimble making a second. There was no discussion. A roll call vote showed all councilmembers voting yes.

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Motion passed 6-0.

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ORDINANCE SUPPLEMENTING THE 2017 BUDGET #1605;

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Councilman Wood made a motion to approve Ordinance #1605 as presented with Councilman Bryson making a second. There was no discussion however Councilman Wood noted this does include a new sound system for the council chambers. A roll call vote showed all councilmembers voting yes.

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Motion passed 6-0.

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PUBLIC COMMENT: There were none.

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COUNCIL COMMENTS:

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Councilman Chung thanked the P.U.D. for their presentation.

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Councilman Trimble echoed Councilman Chung's comments thanking the P.U. D.

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Councilman Wood commented on how important it was to have a financial policy in place and how significant it was to build an operational reserve; had we had a reserve like this in place earlier things would have been better during our course redirection. Councilman Wood explained he would like for us to be more mindful for the opportunity in communication and public input. He would like the city to

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141 provide full packets for the members of the audience and would like us to figure out how to minimize
142 sending out more than one packet; that does not afford us the opportunity to be fully open in
143 communication.

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145 **Councilman Cope** shared Councilman Wood's frustration at missed opportunities for communication.
146 Thank you to CFO Streeter for getting documents on the website for today. Hopefully we can address
147 some communication shortcomings that exist on our web site in the upcoming budget. Councilman
148 Cope also expressed pride in having a financial policy in place. Thank you for all the hard work on that.

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150 **Councilman Bryson** complimented the Finance Committee and CFO Streeter for the financial policy and
151 the hard work to get this done. It just makes good sense. He also advised of the strategic planning
152 discussion on January 6th.

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154 **Councilman Skaramuca** thanked Ian Cope and the Grays Harbor P.U.D. for the presentation. He also
155 commented on how the financial policy is a good and responsible thing to have done.

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157 **MAYOR COMMENTS:**

158 Mayor Samuel cautioned we are not at a healthy fund balance yet; probably one more year. She wanted
159 the council to understand the journey is not over; cautious use of funds still needs to happen. Mayor
160 Samuel noted the upcoming meeting dates were listed at the bottom of the agenda and asked everyone
161 to get them on their calendars. Mayor Samuel also thanked Councilman Wood for his tremendous work
162 on the WWTP issues which allows her to delve into finances and other parts of city government issues.

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164 **ADJOURN:** 8:14 p.m.

165 Councilman Cope made a motion to adjourn the meeting which was seconded by Councilman Wood.
166 *Motion passed 6-0.*

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168 Kim Lillegard, Deputy Clerk
169 Recording Available.