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*CITY OF COSMOPOLIS*

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**REGULAR COUNCIL AGENDA  
COUNCIL CHAMBERS  
1300 FIRST STREET  
February 16, 2022  
7:00 P.M.**

- 1. FLAG SALUTE – PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER – ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. PUBLIC COMMENTS (Agenda Items Only)**
- 5. CONSENT AGENDA**
  - a. Claims Vouchers**
  - b. Meeting Minutes – January 19, 2022 Council Meeting**
- 6. COMMITTEE REPORTS**
- 7. CITY OFFICIAL REPORTS**
- 8. MAYOR’S REPORT**
- 9. NEW BUSINESS**
  - a. Fire Chief Job Description**
  - b. Fire Chief Compensation**
  - c. Ordinance 1375 (Fire Department Practice Fund)**
  - d. Ordinance 1376 (Volunteer Firefighter Association)**
- 10. COUNCIL COMMENTS**
- 11. PUBLIC COMMENTS**

*To meet Social Distancing Standards, the City Council will be holding its meeting via Zoom.  
Please see the information below to connect.*

**Zoom Information**

**<https://us02web.zoom.us/j/82583049468?pwd=akw3K3NURzY1S1NJcHFRRGw4MUxLOT09>**

**Webinar ID: 825 8304 9468  
Passcode: 895723**

**Phone Number: (253) 215-8782**

**CITY OF COSMOPOLIS**  
**Regular City Council Meeting**  
**January 19, 2021**

**Mayor Kyle Pauley presiding.**

**COUNCILMEMBERS PRESENT**

Candice Makos, Stana Cummings, Cody Bridges, Jim Ancich, and Miles Wenzel.

**Oath of Office**

Mayor Pauley administered the Oath of Office to Councilmember Wenzel and Bridges.

**STAFF PRESENT**

Attorney Steve Johnson, Police Chief Casey Stratton, City Administrator Darrin Raines, Public Works Superintendent, and Finance Director Julie Pope

**APPROVAL OF AGENDA**

Mayor Pauley stated that we needed to remove Item G from the agenda. Councilmember Ancich made a motion to approve the agenda with the change. Councilmember Makos seconded. Motion carried.

**GUEST SPEAKER – US REPRESENTATIVE DEREK KILMER**

Representative Kilmer discussed the ongoing pandemic and the challenging times. At the end of last year, Congress passed and the President signed the infrastructure bill. This provides Washington State with \$4.7 billion for Federal Highway and \$600 million for bridge repairs in the next five years.

**PUBLIC COMMENT**

**Carl Sperring, 1006 Bell Dr** – Mr. Sperring stated the MOU with Aberdeen is stated to go through January 14<sup>th</sup> with a possible extension through February 15<sup>th</sup>. Mr. Sperring wanted to know if the extension has been approved. Mayor Pauley stated he and Mayor Schave have agreed to the extension. There are continued discussions.

**Walt Peterson, 409 Andrews Ave** – Mr. Peterson asked what the MOU costs the citizens. Mayor Pauley stated that there is no cost. This is an extension of the mutual aid agreement. Mr. Peterson asked what happens after the extension expires. Mayor Pauley stated that we will have to see what plans happen after that. Planning is continuing.

**Joseph Gebauer, 1019 Stanford Dr** – Mr. Gebauer stated that Aberdeen EMS denied a ride because Cosmopolis had not arrived first. He wants to know when we will get the Cosmopolis Fire Department back. Mayor Pauley stated that he will speak to Aberdeen Fire to find out what the issue was for that call.

**Teri Phipps, Third St** – She believes it is important that the Fire Chief live and vote in Cosmopolis. She thinks it is important that public servants live and vote in Cosmopolis.

**Ann Peery, 514 G St** – She congratulated the new Councilmembers. She wanted to ask Councilmember Bridges a question. Mayor Pauley stated that this is regarding agenda items and not to specifically to ask Councilmembers questions.

**Mack Lamb, 724 Stanford Dr** – Mr. Lamb stated that the State of Emergency that was applied that Mayor Pauley should notify up to 1000 residents and as well as the new Fire chief. He says it violates Federal and State law. It violates the recommendations and certificates for the Fire Department. He says the Chief cannot hold a position within the City per RCW.

**Shelley Schneider, 1135 Paisley Way** – She stated that they moved here in July. She says she doesn't feel as safe anymore with having Aberdeen as our Fire department. She feels we would be second on their radar. She is disappointed.

## **CONSENT AGENDA**

Councilmember Ancich made a motion to approve the consent agenda. Seconded Cummings by Councilmember. Motion carried.

## **CITY OFFICIALS**

**Police Chief Casey Stratton** – He stated that in the agenda is a contract for Connections. He says this is a valuable contract. They conduct forensic interviews for victims of sexual assault who are underage. This year's contract has increased to \$2,000. The cost is well justified. He thanked all those who attended the peaceful demonstration today at the Fire Department. They were very nice and did so peacefully. He commended them all.

**PW Superintendent Jeff Nations** - Superintendent Nations stated that Mill Creek Drive suffered quite a bit of damage. We had just under ten inches of rain from January 5<sup>th</sup> through the 7<sup>th</sup>. The road should be opened back up next week. During the snow around Christmas. We put down 15 tons of salt. It was done with two people as one of them were on vacation. We also had a water main break on Altenau. The City Administrator and Mayor came and helped to get it fixed. On January 2<sup>nd</sup>, we had a plugged sewer main on Stanford Drive. It was a defective check valve. He thanked everyone for their hard work.

## **MAYOR'S REPORT**

Mayor Pauley stated that he issued a State of Emergency after the resignation of the Volunteer Firefighters. He entered into a temporary agreement with the City of Aberdeen to provide coverage. Ongoing discussions are occurring to rebuild our staff. This issue has dominated the focus of himself and the City Administrator. There are a number of meetings ongoing. We will ensure the residents have coverage. We did see some damage on Mill Creek Drive from the flooding. We did see some repairs this week. Grays Harbor County Emergency Management has a form to report any damage to a home or business.

## **NEW BUSINESS**

- A. Confirmation of Fire Chief Appointment** – Mayor Pauley appointed City Administrator Darrin Raines as an interim Fire chief. This would allow us to appoint new volunteers to the department. Councilmember Wenzel made a motion to appoint Darrin Raines as the acting Fire chief. Councilmember Cummings seconded. Mayor Pauley stated this is only an interim role until a permanent Chief can be found. Councilmember Wenzel asked for a public solicitation for the Chief position. He implored the volunteers to come back. We need to actively seek out someone. Councilmember Bridges doesn't believe it is appropriate for Darrin Raines to be the Chief even in an interim capacity. He doesn't have the experience or qualifications to take on the volunteers. Councilmember Makos feels that he is more than qualified for Darrin to become Chief in order to move forward. Mayor Pauley stated this is a titular only position. Administrator Raines stated that he really doesn't want the job, but he wants to make sure paperwork is done and we must have a Chief to accomplish this. He doesn't have the qualifications to be Chief and doesn't want to be, but he will do what he can to get this straightened out.
- B. Council Committee Assignments** - The Finance Committee is all Councilmembers. Public Works will remain with Councilmember Ancich as chair and Councilmember Makos. Parks, Recreation, and Cemetery will have Councilmember Cummings as chair and Councilmember Wenzel. The Auditing Committee will consist of Councilmembers Bridges, Ancich, Makos, and Cummings. Public Safety will have Councilmembers Wenzel and Cummings. The Finance Sub Committee will have Councilmembers Wenzel and Cummings. Councilmember Bridges feels he would best serve on the Public Safety Committee and the Auditing Committee. Councilmember Makos stated that she would like to be on the Public Safety Committee as well. Attorney Steve Johnson stated that per Cosmopolis Municipal Code 2.080.010 the committees are created and structured by the Mayor. This doesn't require Council confirmation. It is also time to appoint a Mayor Pro Tem. Councilmember Ancich is the current Mayor Pro Tem. Councilmember Wenzel nominated Councilmember Ancich. Councilmember Makos seconded. Councilmember Ancich accepted the nomination. There were no objections.
- C. Street Light on First St** – Administrator Raines stated that this streetlight was taken out in an accident a few years back. When the report was done, everything was sent to the Washington State Department of Transportation instead of the City. There is a discrepancy with the insurance. The insurance company says the time has expired. The cost to repair is \$7,128.05. He is asking for Council approval to repair the light. Councilmember Wenzel asked where the

funds would come from. Administrator Raines stated that this would come from the Street Fund and a budget amendment would have to be done later on this year. Councilmember Bridges asked if there is a plan to pursue reimbursement from the insurance company. Administrator Raines stated that he will be working with the City Attorney to go after the insurance company. Councilmember Wenzel made a motion to fund the streetlight repair. It was seconded by Councilmember Ancich. Motion carried.

- D. EMS Agreement with the City of Aberdeen** – Mayor Pauley stated that this is our annual agreement with the City of Aberdeen. Councilmember Wenzel asked someone to explain what this one covers. Mayor Pauley stated that this is to provide Emergency Medical Services to the City of Cosmopolis. This is not a new agreement and has been ongoing for many years. Finance Director Pope stated that last year's cost was \$68,000 and is now \$70,000 for this year. Councilmember Bridges stated that this used to be a levy on the ballot. It was changed to be collected as a flat rate on the utility bills. This provides Advanced Life Support coverage and to transport patients. Cosmopolis has only had EMT's and not paramedics. EMT's provide basic life support and paramedics provide advanced life support. Councilmember Ancich made a motion to accept. It was seconded by Councilmember Makos. Motion carried.
- E. MOU with City of Aberdeen** – Mayor Pauley stated that this is a temporary agreement with Aberdeen to provide fire services to the City of Cosmopolis. Councilmember Wenzel asked someone to explain how it is separate from the last agreement. Mayor Pauley stated the last agreement was for EMS. This agreement is for temporary Fire Support during our State of Emergency and has a limit. It could be extended to February 15<sup>th</sup> if needed. If they respond to a Fire, costs could be allocated to the City of Cosmopolis. Councilmember Bridges stated that this is no way sole fire protection. He says that Cosmopolis will not take priority. Any services will be billed to the City and we will have thirty days to pay. Councilmember Wenzel made a motion to approve. It was seconded by Councilmember Makos. Motion carried. 4-ayes, 1-no.
- F. Connections – Municipal Services Agreement** – Councilmember Makos made a motion to accept the agreement. Councilmember Ancich seconded. Councilmember Wenzel stated that these programs are really important to the community. Motion carried.

#### **COUNCIL COMMENTS**

**Councilmember Ancich** – He stated that he feels the Council and all City staff should have called a special meeting. He would like to sit down and discuss what the plan is. He stated the Public Works did a great job during the snow storm that we had.

**Councilmember Bridges** – He stated that he agrees with Councilmember Ancich that a special meeting should be called. He said that last month's Council meeting had been cancelled due to a lack of agenda items. He said that the Aberdeen Fire Department is a busy department with the number of calls that they have. The City Council is as much in the dark as the public is. He would like to know what the options are. Mayor Pauley stated that talks behind closed doors are in the planning process. The Mayor, City Administrator, City Attorney and the Public Safety Committee are involved in the planning process. With the temporary memorandum of understanding, the special meeting wasn't needed at that time. He is trying to do updates with the Council as things change. It is not for public release until something has been solidified. Councilmember Bridges asked if anyone has reached out to the Fire Association since January 1<sup>st</sup>. Mayor Pauley stated that talks have happened with individuals of the Association. There hasn't been a mass email to all of the Association. Mediation is always on the table per Mayor Pauley. Councilmember Bridges said we have an older community that aren't computer savvy. He said the used to be posted to the website and Facebook posts. This had been stopped several months ago. He would like us to do this again to make it easier for citizens to join the meeting. He thanked Public Works for their hard work. He would like to find a way to fund another person in that department.

**Councilmember Wenzel** – He stated that he received an email from a member of the public asking if our Police Department has an AED. He thinks this is something we should do. This is important for the safety of citizens and City employees. Administrator Raines stated that he would like to see this on the next meeting. Councilmember Wenzel gave a shout out to Administrator Raines and Chief Stratton for our emergency response on Saturday. The tsunami advisory was low risk for Cosmopolis. He encouraged the former members to find some way we can get back to a functioning department. We are committed to find a way to make it work. He implored them to come back.

**Councilmember Makos** – She stated that the Aberdeen Fire Department responded quickly to a fire recently. She stated that she hopes that in the future our department will be able to do that.

#### **PUBLIC COMMENTS**

**Carl Sperring** – He gave kudos to the Public Works department for their hard work during the snow event. He asked what the extension would be for the agreement with Aberdeen. Mayor Pauley stated it goes until the end of the month. He thanked Councilmember Wenzel for his comments on AED's. He stated that it is a huge challenge in front of them for the Fire Department.

**Brian Locke, 920 Bell Dr** – He asked if the City had a calendar that lists all the City's meetings. Mayor Pauley stated that for the majority of the year it is the third Wednesday of each month. For budget season, it is the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month. Mr. Locke stated that he sees a rate increase on the current utility bill. Director Pope stated that there was 10 percent increase to cover the increased costs from the City of Aberdeen. We also added the new stormwater fee. Mr. Locke stated that when it is raining hard, he has to clean the storm drain from leaves. He thinks the Public Works crew should check the storm drains.

**Teri Phipps, 804 3<sup>rd</sup> St** – She is concerned about how the zoom meetings are conducted. She said she can't see who is attending. She believes it is a transparency issue. She stated this was the first time she had seen the announcement without the zoom link. She believes it is critical. She said that eight months ago, the Fire Department put everyone on notice. She is surprised it took this long for planning. She is concerned about the lack of transparency within the City government.

**T. Sorenson, 1333 Altenau** - She asked if Administrator Raines is required to respond to calls since he was named interim chief. She also asked if citizens can become part of the committees that the Council is on. Mayor Pauley stated that there are citizen committees. Mayor Pauley stated that Administrator Raines as Fire Chief is titular only.

**Ashley Arcangel** – She hopes that the City can find a better information tool other than Facebook regarding the Fire Department. She would like a special meeting that would be open to Public Meeting. She wants to know if we have a town hall meeting on the agenda. She stated that her house is on a fire apparatus access road. She stated that she has been told it is not a City street. The City has decided to be hands off.

**Joseph Gebauer** – He congratulated the two new Councilmembers. He thinks it would be good to get AEDs into the police cars.

**Jerry Schreck, 1420 Altenau** – He asked Councilmember Makos if she was awake. He stated she made a statement about responding as quickly as Aberdeen. In the past, they responded to a call for someone that was close to Councilmember Makos. He asked if he was there before Aberdeen. He asked her to think about that. Councilmember Makos stated that she apologizes for yelling and appreciates everything he has done.

**Walter Peterson, 409 Andrews Ave** - He stated that if Darrin fills in as Fire Chief and doesn't respond to call, what are the long-term plans for the Fire department. He stated that this will increase our homeowner's insurance. Mayor Pauley stated that we are in the planning stage.

**Ann Peery** – She welcomed the new Councilmembers. She asked Councilmember Bridges is living in Florida or is he back in Cosmopolis. Councilmember Bridges stated that he would not operate illegally as a councilmember.

**Jim Phipps, 804 3<sup>rd</sup> St** - The Firemen leavings is caused by policies created by the Mayor that they found untenable to them. He wants the firemen back.

**Shelly MacKinder, 1405 5<sup>th</sup>** - She stated that she has two elderly relatives. She has had to use the Fire Department for chimney fires and her elderly parents have called probably 10 times. We are second rate to Aberdeen. We need to fix this now.

**Kim Lively** – She agreed with the previous lady. Her parents are living with her and the Fire Department has saved her step-father's life on at least two occasions.

**Cheryl Turner, 825 2<sup>nd</sup> St** – She asked how many volunteers were working in town besides Jerry Schreck. She said if there weren't any, we would have had to rely on Aberdeen anyway. Councilmember Bridges said the Fire department always responded to calls twenty-four hours a day. We mutual aided all surrounding agencies. They have gone as far as Ocean Shores and Montesano due to mutual aid agreements.

**TS** – She asked if Aberdeen Fire Department is not available to respond to a call in Cosmopolis, what happens. Mayor Pauley stated that we have mutual aid agreements with multiple agencies. There would be an agency that would respond. Residents do have coverage.

**Billi Newton, 1314 Bell Dr** – She thinks this would be a good time to get a town hall meeting. She stated it could be held at either the Fire Hall or the School. This would be a good time to have a town hall meeting so that citizens questions can be addressed. She stated that the men that came to her house from the Cosmopolis Fire Department were phenomenal. She stated that Aberdeen didn't listen to her.

**Steve Davis** – He stated that he appreciates the citizens chiming in this evening. He said that is Mayor Pauley stepped down tomorrow, we would have a full fire house with a group willing to serve. We would

have a waiting list. As far as AED's, we had them in police cars with Eisenhower was chief. Ultimately, Mayor Pauley danced around the issues of the Fire Department. He asked the Mayor to step down today.

### Chat Messages

00:27:01 Rob Richards: Rob Richards  
District Representative  
Rep. Derek Kilmer  
202.695.6610  
Rob.Richards@mail.house.gov

Sign up for our newsletter:  
<https://kilmer.house.gov/contact/newsletter-subscription>

For help with a federal agency:

<https://kilmer.house.gov/helping-you/help-with-a-federal-agency>

00:28:31 w oliver: Thanks for the ? Casey  
00:57:34 TS: Has Mr. Raines been trained in all aspects of fire fighting, EMT etc, like what the volunteers are required to have?  
00:59:14 Mr. Lamb: There is NO firefighting qualifications on file with the state. This can also lead to the state level being involved thru the Attorney Generals Office.  
01:00:03 TS: If he is not qualified then how can he be appointed interm chief?  
01:00:23 Mr. Lamb: I would also like to know if he is going to take that position he will need to respond to calls? Putting the city at risk for his lack of qualifications.  
01:01:16 PL (they/them): It's inherently dangerous to pretend to have a fire department when you have no firefighters.  
01:01:28 Mr. Lamb: He can't be. RCW states he can't be both and by doing this its grounds for recall.  
01:01:41 Moto Z (2)rob mcgiveron: how about city workers not doing thier job! they have a volunteer doing there job!  
01:01:56 Robinson: Is Mr. Bridges going to live in Cosi?? Heard he took a job in Florida!!!  
01:02:22 Moto Z (2)rob mcgiveron: erelavant..  
01:02:51 Mr. Lamb: Thats another point. According to Municipal code we can't even operate a department without the minimum amount of staff.  
01:03:03 Robinson: He should live here to represent us!!!  
01:04:13 TS: He does live here.  
01:04:28 Mr. Lamb: <https://app.leg.wa.gov/rcw/default.aspx?cite=35.21.772>  
01:05:29 Robinson: Hard to do when you work in another State!  
01:05:51 Moto Z (2)rob mcgiveron: I work on cosy and my son and family live there! have you asked how the mill owners think about your actions?  
01:07:47 Moto Z (2)rob mcgiveron: bring back our firefighters!!!  
01:07:51 Robinson: What actions?? just question his position on our city council?  
01:08:57 Moto Z (2)rob mcgiveron: and question our city workers...quit covering there inactions!!!  
01:09:10 Mr. Lamb: What I don't understand is why the mayor doesn't step down and bring back our firefighters. Restore structure and stop the lack of information and hiding everything  
01:09:26 Moto Z (2)rob mcgiveron: amen!  
01:10:48 Moto Z (2)rob mcgiveron: it's pretty bad when a volunteer, takes care of our parks as well as he can!  
01:12:47 Robinson: The volunteers quit!! The Mayor does have a responsibility to make things happen but they both share a piece of this whole thing!! Replace them all?? No one seems to care about the citizens.  
01:14:53 PL (they/them): The volunteers quit after more than 2 years of trying to work with the mayor. The mayor refused to seat the fire fighter's choice for chief.  
01:15:38 Billi Newton: When we the citizens are informed about coverage? Not all citizens have facebook.  
01:16:43 Robinson: The citizens elected the mayor... the volunteers were just that.  
01:17:19 Robinson: the city has to follow certain rules, laws and regulations. volunteers don't...  
01:17:36 TS: The volunteers have been here many many years and they truly care about our community unlike the Mayor.

01:17:51 Mr. Lamb: So where is all this money coming from to pay Aberdeen? When we can't even pay for our department.

01:19:04 Robinson: I will disagree with that characterization but understand.... everyone that has lived here for any length of time cares for the community!!

01:20:20 TS: Agree 100% Jim!!

01:21:00 Mr. Lamb: This all falls on transparency. Each member should stand for their own decisions and take any repercussions from them.

01:21:49 Robinson: Agree Mr. Lamb..

01:21:58 TS: There needs to be 100% transparency from the mayor and council to the citizens of Cosmopolis.

01:22:41 PL (they/them): Talks are in the planning process? What other priorities does the mayor have? A street light? This is the biggest public emergency in Cosmopolis for a very long time. You need to ask yourselves why he won't negotiate and compromise.

01:22:45 Robinson: And the fire fighters!!!

01:23:09 Mr. Lamb: So no one knows whats going on EVEN the council. As citizens we should not stand for this. Let alone with the state of emergency states its required by law.

01:23:47 PL (they/them): He's on a power trip. There is no need for that secrecy. The public deserves to know.

01:23:47 Mr. Lamb: We are all in the dark!!!

01:24:12 Mr. Lamb: Recall is where we have to go I guess.

01:24:39 PL (they/them): Cosmopolis needs a mayor we can trust. Kyle Pauley is not that person.

01:24:40 Robinson: Understand... no one is telling the whole story for either side!!

01:24:54 w oliver: This mayor is amazing in his power trip.

01:24:56 Billi Newton: Mr. Lamb, you are correct. The citizens need to know if we are safe and covered. We

01:25:05 Nancy Schreck: So the citizens and the council are all on a need to know basis on the issue of the fire department?? We the citizens deserve a better mayor!!!

01:25:33 Billi Newton: We do deserve better.

01:25:53 Robinson: Then someone run for the office... be part of the solution not the problem.

01:25:54 Billi Newton: I want my rescue team back.

01:26:14 Mr. Lamb: Sign and share the Petition and get this going.

01:26:18 Mr. Lamb: <https://chnng.it/hkKjKYj9Nc>

01:27:09 TS: Why can you not use the auditorium at the Cosi school for meetings, there is plenty of room to social distance

01:27:29 Billi Newton: I did sign but I think we need a paper one signed for all not techie people

01:27:56 Robinson: Aren't you the place that has the chickens, goats, and rotting pumpkins. Been cited but still don't follow the laws??

01:28:27 Mr. Lamb: We need a committee and get people active to do that.

01:28:40 Billi Newton: are you talking to?

01:29:13 Mr. Lamb: They are talking to me without know ANY of the situation.

01:29:14 Robinson: 724 Stanford Dr.

01:29:23 TS: Regardless of the cost of an AED, it CAN save a life

01:30:51 Billi Newton: This meeting has nothing to do with chicken or pumpkins. Let's stay focused. WE NEED OUR FIRE/AID BACK.

01:31:27 Mr. Lamb: PS: cited and dropped due to the city overstepping their bounds. That should say something. Again another reason we need change in the administration.

01:32:40 PL (they/them): Why does the mayor need to negotiate with the firefighters? Can't the city manager take charge of that?

01:33:16 PL (they/them): The council can pass an ordinance that changes how the fire chief is appointed or elected.

01:34:18 Mr. Lamb: If you read the documents they will not return under the current Mayor. He has to go. His power trip is evident and he's ruined his relationship with them.

01:34:42 PL (they/them): And how much is that going to cost Cosmopolis? Remember, whenever they respond, the city will have to pay.

01:46:22 Billi Newton: open opportunities should be posted to the public.

01:47:22 Teri Phipps: A town hall meeting is a great idea!

01:47:23 TS: Town Hall meeting is an amazing idea!! Let's get this going!

01:47:38 Billi Newton: It is a great idea..

01:51:18 TS: Citizens!!!

There is a petition to Recall the Mayor

You all should sign

01:52:04 TS: Candice you need to resign.  
01:52:38 PL (they/them): Candice Makos is so rude to other council members and the public.  
01:53:30 TS: Yes she is! She is in a public office position, you would think she would be respectful to others  
01:54:12 Billi Newton: She has been rude like this for as long as I have been here. Not as long as many of you but these issues are important to me.  
01:56:27 Mr. Lamb: Its important to all of us. We as the people who employ them need to take action. They need to remember they work for us and not giving us answers isn't how things work.  
01:57:50 Moto Z (2)645643: omg..grow up. if you can't be adults. go away  
02:03:01 PL (they/them): 127 years of continuous, community-serving volunteering. Kyle Pauley is responsible for this crisis. And he has no plan.  
02:04:39 Billi Newton: We need a town meeting ASAP  
02:05:16 PL (they/them): All first responders are stretched thin with COVID now - I pray that none of us has a problem.  
02:05:23 Kim Lively: Aberdeen & Hoquiam Fire Departments/EMTs are already stretched thin. We cannot rely on them to respond quickly. This situation is absolutely inexcusable.  
02:05:28 Donna: Thank you Cody.  
02:05:28 TS: Seconds count during a fire or medical emergency!  
02:05:36 TS: Thank you Cody  
02:06:18 Ashley Arcangel: The citizens demand a public meeting for fire department planning.  
02:06:37 PL (they/them): <https://www.cosmopoliswa.gov/city-council.html>  
02:06:44 Robinson: With everyone quitting here we have nothing!! good luck...  
02:07:04 TS: Lions club too  
02:07:21 TS: Honest answers for that matter!  
02:08:11 Teri Phipps: We can do a town meeting online as long as people can be seen and heard.  
02:08:45 TS: Yes you can do one via zoom  
02:09:42 Robinson: Where was all this compassion and concern?? The citizen volunteers QUIT!! great job. Stay and work it out or quit complaining. Be adults!!  
02:09:58 Kim Lively: Agreed. We are in desperate need of a town meeting. The mayor isn't answering any questions at all, which reflects extremely poorly on him.  
02:10:14 Teri Phipps: Applause!  
02:10:24 Kim Lively: I get the feeling he doesn't understand or care that our lives are at stake!  
02:10:46 TS: YES!! Steve you are so right! Thank you  
02:11:33 Billi Newton: You go Steve..  
02:11:36 Kim Lively: STANDING OVATION. Thank you, Steve.  
02:11:45 Rick Sangder: what a joke  
02:11:48 Nancy Schreck: Thank you Steve!  
02:11:52 Robinson: And neither is Mr. Bridges or any of the other fire fighters... check the facts and both parties are at fault for this situation and they both need to grow up!!  
02:11:54 TS: The mayor does not give two shits about our community! What's it going to take the loss of life and a lawsuit for him to step down????  
02:11:57 Rick Sangder: wake up  
02:12:05 Rachel Johnson: Thank you Steve!

Mayor Pauley adjourned the meeting.

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Finance Director

Attest:

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Mayor



# CITY OF COSMOPOLIS

**DARRIN C. RAINES**

CITY ADMINISTRATOR



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EMAIL: DRAINES@COSMOPOLISWA.GOV

February 14, 2022

RE: February 16, 2022, Council Report

**Item 1)** *Mill Creek Multi Objective Plan*- I recently met with staff from the Flood Authority as well as members of the Flood Authority Projects Committee, and staff from the cities of Aberdeen and Hoquiam to discuss opportunities for us to update or create Comprehensive Stormwater Management Plans. We are all looking to do this together at the same time as all three cities currently have storm water projects or studies getting ready to begin.

A few the reasons this could be mutually beneficial are:

1. The cities of Cosmopolis and Aberdeen both have stormwater that flows into Mill Creek, and collaboration between our cities will help both of us in producing solutions to better control the flooding in the lower reaches of Mill Creek.
2. Both Aberdeen and Hoquiam currently have stormwater pumps. Cosmopolis may upon the completion of the Mill Creek Multi Objective Plan determine that pumps are necessary as part of our flood control remediation efforts.
3. Completion of Comprehensive Stormwater Management Plans would determine future projects in the three cities that could provide economy of scale if we can produce prioritized lists to submit to the Flood Authority Projects Committee for future funding.
4. Submitting for funding from the Flood Authority for the 3 Comprehensive Stormwater Management Plans together will highly improve our chances of these plans being fully funded.
5. All three cities use the same Consulting Engineering Company that can help design projects that are mutually beneficial, allowing for opportunities to co-sponsor projects that can increase our opportunities for funding.

**Item 2)** *Public Safety Committee*- The Public Safety Committee has met several times since our last meeting concerning the status of the Fire Department. Some things

discussed were the hiring of a part time Fire Chief, recruitment of volunteers, and the status of the MOU with the City of Aberdeen for temporary fire protection.

Items that would need to be approved by the full City Council before a Chief can be hired, is the approval of the expenditure for a Chief and compensation, and approval of a Job Description for a Chief. These items will be on the agenda for council consideration.

**Item 3)** *New Municipal Building-* We finally have a bid opening date for the new Municipal Building. The date is Wednesday March 30<sup>th</sup> at 2:00 PM in City Hall.

Sincerely,

***Darrin C. Raines***

Darrin C. Raines  
City Administrator

## **A Proclamation naming March 2022 as;**

### **American Red Cross Month**

In times of crisis, people in the City of Cosmopolis come together to care for one another. This humanitarian spirit is part of the foundation of our community and is exemplified by American Red Cross volunteers and donors.

In 1881, Clara Barton founded the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering. Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in Cosmopolis, who continue to carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially or learn vital life-preserving skills through the Red Cross.

In Cosmopolis,, the contributions of local Red Cross volunteers give hope to the most vulnerable in their darkest hours — whether it's providing emergency shelter, food and comfort for families devastated by local disasters like home fires; donating essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer or sickle cell disease; supporting service members and veterans, along with their families and caregivers, through the unique challenges of military life; helping to save the lives of others with first aid, CPR and other skills; or delivering international humanitarian aid.

Their work to prevent and alleviate human suffering is vital to strengthening our community's resilience. We dedicate this month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it." We ask others to join in this commitment to give back in our community.

NOW, THEREFORE, I, Mayor, of the City of Cosmopolis, by virtue of the authority vested in me by the laws of Cosmopolis the the State of Washington, do hereby proclaim March 2022 as Red Cross Month.

Now, therefore, I, Kyle Pauley, by the power vested in me as Mayor of the City of Cosmopolis, Washington, do hereby proclaim March 2022 as;

### **American Red Cross Month**

and encourage all citizens to reach out and support its humanitarian mission.

Kyle Pauley  
Mayor - City of Cosmopolis

# **Fire Chief**

## Job Description

### **PURPOSE OF THE POSITION**

The fire chief is responsible for administration, organization, and direction of the volunteer fire department to ensure that loss of life, property, or injury because of fire or emergency services is prevented and or minimized.

### **SCOPE**

The fire chief reports to the City Administrator. He or She is responsible for directing the activities of the fire department and is the sole authority and command at the scene of a fire. The fire chief is responsible for directing all volunteer firefighters and ensuring that firefighters have adequate training. The fire chief is responsible for ensuring that firefighting equipment is monitored on a regular basis and is in good working order. The fire chief will develop all policies and procedures concerning fire fighting in accordance with municipal ordinances, state law, and NFPA regulations. Providing adequate fire services will enhance the safety of residents and may prevent or reduce unnecessary injury, loss of life or damage or destruction of property as a result of fire or emergency services.

### **RESPONSIBILITIES**

1. Develop, review, and implement all firefighting policies and procedures in accordance with municipal ordinances, state law, and NFPA regulations. Main Activities:
  - Establish appropriate firefighting techniques.
  - Plan firefighting strategies
  - Communicate with the Public Safety Committee
  - Ensure firefighting policies and procedures are strictly adhered to.
  - Make recommendations on changes to fire department related city codes.
2. Recruit, train and direct the activities of volunteer firefighters to ensure that trained fire fighters are available in the event of a fire. Main Activities:
  - Recruit and train volunteer firefighters
  - Ensure a high level of morale among firefighters
  - Facilitate the training of volunteer firefighters
  - Evaluate the performance of firefighters
  - Discipline and or dismiss firefighters if necessary
3. Inspect firefighting equipment to ensure appropriate equipment is available as required  
Main Activities:
  - Inspect fire apparatus on regular basis
  - Inspect firefighting equipment on a regular basis
  - Make recommendations on the replacement and or repair of equipment.
  - Make inspections of places of business to ensure compliance with codes

4. Acts as incident commander in the event of a fire to ensure a safe, effective, and controlled response. Main Activities:
  - Ensure effective command and control techniques are in place at the scene of a fire
  - Oversee all decisions from command staff concerning the appropriate response to and method fighting a fire
  - May direct all activities at the scene of a fire when present
  - Ensure that firefighters are responding in a safe and appropriate manner
5. Complete administrative tasks as required. Main Activities:
  - Maintain records on incident response, injuries, and loss of property
  - Prepare reports on all areas of firefighting
  - Monitor the Fire Department budget, work with the Finance Director and Public Safety Committee on developing the annual budget.
  - Implement fire prevention education and awareness programs.
  - Coordinate with local and regional departments on items such as mutual aid, training, grants, studies, planning, etc.
6. Perform other related duties as required by the mayor.

## **KNOWLEDGE, SKILLS AND ABILITIES**

### **Knowledge**

Must have proficient knowledge in the following areas:

- Firefighting techniques and methods
- Command and control techniques
- Fire Investigation and evidence gathering techniques
- Firefighter training programs
- Training techniques and methods
- Firefighting public education and awareness programs
- Public safety theories and methods
- Emergency response techniques
- Emergency procedures, emergency first aid, CPR and EMT
- Volunteer training programs, development, and recognition

### **Skills**

Must be able to demonstrate the following skills:

- Leadership skills including the ability to take full command at the scene of a fire
- Analytical and problem-solving skills
- Decision making skills
- Effective verbal and listening skills
- Ability to deal effectively with people in difficult situations

- Effective written communication skills including the ability to prepare reports and correspondence.
- Effective public relations and public speaking skills
- Stress management skills
- Time management skills

### **Personal Attributes**

Must demonstrate the following personal attributes:

- Maintain Standard of conduct and be respectful
- Possess cultural awareness, sensitivity, and be flexible
- Demonstrate sound work ethics, be consistent and fair

### **WORKING CONDITIONS**

- The fire chief may be involved in physically draining and exhausting activities, which may include taking command of a fire scene, participating in emergency response situations, and being involved in physically dangerous situations.
- Carrying heavy firefighting equipment while climbing ladders and going through buildings
- Will be exposed to inclement weather conditions
- Will be exposed to noxious smoke and fumes as a result of fire
- The fire chief will have to manage a number of people and projects at one time
- The fire chief will be exposed to environments that are dangerous, busy, noisy, and will need excellent organizational and time and stress management skills to complete the required tasks
- The fire chief will require very high levels of concentration during a firefighting event
- The fire chief will experience very high levels of mental and emotional stress caused by the requirement to fight fires in an effective manner, the requirement to maintain absolute control in dangerous and hectic situations and by the possibility of loss of life, injury and property.

### **MINIMUM REQUIREMENTS**

- This position will report directly to the City Administrator and the Public Safety Committee. As part of our requirement to have a strong team approach, this position must be able to collaborate with other city departments and department heads.
- Possession of High School Diploma or GED
- At least 5 years as a paid or volunteer firefighter including 2 years as an officer, such as Lieutenant, Captain, Deputy Chief, or Chief. *(Other training or education may be considered instead of this requirement)*
- Must be certified as a firefighter 1 and EMT, or the ability to acquire within 1 year
- Must be able to successfully complete a six (6) month probationary period

- Must possess and maintain a valid Washington State Driver's License
- Must successfully pass a background check and drug screen
- Must pass an employee physical by a licensed Dr. in the State of Washington.

**CITY OF COSMOPOLIS**  
**ORDINANCE NO. 1375**

AN ORDINANCE PERTAINING TO THE COSMOPOLIS FIRE DEPARTMENT,  
REPEALING SECTION 2.40.090 OF THE COSMOPOLIS MUNICIPAL CODE.

BE IT ORDAINED by the City Council of Cosmopolis as follows:

**SECTION 1** Section 2.40.090 of the Cosmopolis Municipal is hereby repealed.

PASSED AND APPROVED this 16th day of February, 2022.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1375 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 16<sup>th</sup> day of February, 2022.



**CITY OF COSMOPOLIS**  
**ORDINANCE NO. 1376**

AN ORDINANCE PERTAINING TO THE COSMOPOLIS FIRE DEPARTMENT,  
REPEALING SECTION 2.40.040 OF THE COSMOPOLIS MUNICIPAL CODE.

BE IT ORDAINED by the City Council of Cosmopolis as follows:

**SECTION 1** Section 2.40.040 of the Cosmopolis Municipal is hereby repealed.

PASSED AND APPROVED this 16th day of February, 2022.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Finance Director

I, Julie Pope, Finance Director for the City of Cosmopolis, Washington do hereby certify that the foregoing is a true and correct copy of Ordinance No. 1376 of the ordinances of the City of Cosmopolis, Washington, and that the same was passed regularly and according to law on the 16<sup>th</sup> day of February, 2022.