

**City of Cosmopolis
Regular Meeting Minutes
February 21, 2018**

Mayor Frank Chestnut presiding.

Councilmembers present: Debbi Moran, Kyle Pauley, Carl Sperring, Dale Andrews, and Jim Ancich.

Staff Present: City Administrator Darrin Raines, Attorney Steve Johnson, Police Chief Casey Stratton, Fire Chief David Dutton, and Clerk-Treasurer Julie Pope.

APPROVAL OF AGENDA

Councilmember Moran made a motion to accept the agenda. It was seconded by Councilmember Ancich. Motion carried.

APPROVAL OF CONSENT AGENDA

Approval of the consent agenda consisting of January 17, 2018 regular meeting minutes and Vouchers #in the amount of \$and Payroll Vouchers in the amount of. Councilmember Moran made a motion to accept. It was seconded by Councilmember Ancich. Motion carried.

COMMITTEE REPORTS

Parks: Councilmember Moran stated that they are schedule a park cleanup for Makarenko Park on April 7, 2018 from 9 a.m. to 1 p.m. The installation of the playground equipment is scheduled to start on March 13, 2018. The Festival in the Park received a \$600 grant.

Council of Governments: Per Councilmember Sperring stated that they discussed the Heron Street Bridge design for 2022. Ocean Shores will be getting a new IGA store which is roughly 25,000 square feet. Seabrook has 700 new homes in planning. The Hoquiam library is starting a million dollar remodel.

E-911: Mayor Chestnut stated that they are updating the Spillman system. Hiring is still an issue. It is hard to staff the position. They are also working on a collective bargaining agreement.

Flood Authority: Mayor Chestnut stated they reviewed money that was de-obligated.

RTPO: Councilmember Sperring

CITY OFFICIAL REPORTS

Clerk-Treasurer Pope: Clerk-Treasurer Pope presented a report to the Council for the year end 2017. She stated that this is a draft report and that 2017 was a better year. She also stated that the audit is about to wrap up. As soon as the exit interview is scheduled, she will let everyone know.

Police Chief Stratton: Chief Stratton stated that the heat pump is not working at the Police Department. City Administrator Raines is having Advanced Heating come over and look at it. Chief Stratton stated the Reserve Police Academy has started and will last approximately 5 months. The Police Department was able to acquire 8 shot guns for the price of 2 from a department up north that replaces their equipment every year or so.

Fire Chief Dutton: Chief Dutton stated that there has been 29 calls so far this year. Last weekend we had 4 firefighters attend training in North Bend.

City Administrator Raines: Administrator Raines stated the PUD is installing the new LED lights around town. They have started on Cemetery hill. The Mill Creek Dam camera is back online but there is no activity at this time. Mill Creek Culverts has a new opportunity for funding through the Department of Fish & Wildlife. We will be working with HDR to get a grant application completed. The Department of Commerce has a grant to complete the Critical Areas Ordinance. We will be working with the Council of Governments and the Cities of Aberdeen and Hoquiam.

MAYOR'S REPORT

Mayor Chestnut stated he and the City Administrator are meeting with the regional director of the Department of Fish & Wildlife. The mayor is asking to enhance the fish in Mill Creek. The Mayor stated that he is creating a Festival in the Park Committee to be separate from the Parks Committee. Parks Chairman Rod Mayte stated that there are several who would be willing to be on both committees. Chairman Mayte recommends 5-7 people on each committee. Mayor Chestnut stated that we need at least 3-4 people on each committee.

NEW BUSINESS

- A. Printer/Copier for City Hall:** Clerk-Treasurer Pope presented an invoice for a new copier/printer for City Hall. \$11,000 was budgeted for this year. Clerk-Treasurer Pope was able to secure a new for \$7,800. Councilmember Moran made a motion to approve. Councilmember Andrews seconded. Motion carried.
- B. PUD Lighting Project:** This for the final phase for replacing lights in the Fire Station and along the walkway. Per Administrator Raines this is eligible for a 50% rebate from the PUD. Councilmember Sperring made a motion to approve. It was seconded by Councilmember Pauley. Motion carried.
- C. Ordinance 1318 (Remission of Water Rates):** Attorney Johnson stated that this amends Chapter 13.48 of the current City code. This ordinance states how leak credits are handled. The credit would only be for the preceding 3 months. Councilmember Sperring made a motion to accept. Councilmember Andrew seconded. Motion carried.
- D. Clothing Allowance and Cell Phone Reimbursement for City Employees:** Administrator Raines stated that this is something we have been doing for Public Works employees but have not added to our policies. This policy states what they can buy that relates to their job. For the cell phone reimbursement, the employees are using their personal cell phone instead of a City owned phone. We reimburse the employees at \$30 per month, which saves the City approximately \$20-\$30 per month.
- E. Travel Reimbursement and Compensation upon Termination:** Per Administrator Raines, this changes our reimbursement policy to go by the OFM's reimbursement. This is set by the State and is updated annually. It also determines the rates based on the location of the training. This was recommended by the State Auditor's office. The

Compensation upon Termination clarifies the language of the personnel policy regarding vacation and sick time accruals at time of retirement, termination or death. This also was recommended by the State Auditor's office. It was moved by Councilmember Moran to accept. It was seconded by Councilmember Sperring. Councilmember Ancich stated he thought that sick leave should not be 25% at death. He would like it to be 100%. Mayor Chestnut stated that this has always been policy. Councilmember Sperring rescinded second. Councilmember Sperring made a motion to accept the Clothing Allowance, Cell Phone Reimbursement, and Travel Reimbursement. Councilmember Moran seconded. Motion carried.

PUBLIC COMMENTS

Rod Mayte, 616 Elizabeth – He stated that one of the meeting minutes link on the City's website did not work. He would also like us to add Councilmember Andrews' bio to the website.

David Bryan, 1320 Fourth Street - He is requesting permission to operate ATV in the City. He stated that his quad is registered and street legal. Mayor Chestnut stated the current ordinance only provides for side by side ATV's.

Meeting adjourned.

Clerk-Treasurer

Attest:

Mayor