

**CITY OF COSMOPOLIS**  
**Regular City Council Meeting**  
**December 2, 2020**

**Mayor Kyle Pauley presiding**

**COUNCILMEMBERS PRESENT**

Debbi Moran, Dale Andrews, Candice Makos, Jim Ancich, and Stana Cummings.

**STAFF PRESENT**

City Administrator Darrin Raines, Attorney Steve Johnson, Police Chief Casey Stratton, Fire Chief Cody Bridges, and Finance Director Julie Pope

**APPROVAL OF AGENDA**

Councilmember Cummings made a motion to accept the agenda. It was seconded by Councilmember Makos. Motion carried.

**CONSENT AGENDA**

Councilmember Moran to accept the consent agenda. It was seconded by Councilmember Cummings. Motion carried.

**CITY OFFICIALS**

**Fire Chief** – Chief Bridges stated our two new firefighters, Brad Clarke and Justin Spargo, are our firefighters of the year. This is a big deal since they are still in probation. They have shown great improvement. He is still working on numbers for a bond or levy measure.

**City Administrator** – He brought to the council an invoice for some emergency work that had to be done this last week. There were some trees that were dead and in danger of falling on homes. The invoice was to Coastal Tree Service in the amount of \$2,450.25. It was already done under emergency conditions and allowed by CMC 9.76.080. Councilmember Moran made a motion to approve. It was seconded by Councilmember Andrews. Motion carried.

**Public Works Superintendent** – Superintendent Nations stated they put in 250 feet of water line for the RV park. It will be completed by Friday. They have also completed two sewer taps on Stanford Drive. They are now able to go back to installing new water meters.

**MAYOR'S REPORT**

Mayor Pauley stated we need to adjust spending limits for Department Supervisors. He talked about the volunteer firefighters having to work on Thanksgiving. He appreciates them giving up their time to help the community. ORCAA is asking people to voluntarily curtail from outdoor burning and using wood stoves if possible. Judge Arnold told him that the last court date went well. They are contemplating going to a Zoom format as many other courts have done.

**NEW BUSINESS**

- A. 2021 Preliminary Budget Update** – Finance Director Pope went over the current tax revenues through November 2020 and the continued downward trend. She stated that all funds except the General Fund are balanced for the upcoming budget. She said that another \$125,000 will need to be cut from the General Fund. She expects to have the final budget document to the Council at the next meeting. She also went over the new insurance costs for the upcoming year and why it was increased.
- B. 2020-07 (Overtime Policy for City Employees)** – Director Pope stated that this has been in practice but had not been put into a formal policy. Administrator Raines stated this has been done since has been with the City. It had been in previous policies but not written the correct way. This is to clean up our policies and give better definition. We are working to clean up as many policies as we can. Councilmember Andrews asked about City Hall only working 35 hours per week. Councilmember Makos stated that she spoke to former Finance Director Kathy Welch asking how City Hall came to work 35 hours a week. Director Welch stated it had been over 40 years ago. Mayor Pauley stated that this policy covers the hours as they are currently worked and doesn't mean it couldn't be changed in future years. Councilmember Moran made a motion to approve. Councilmember Ancich seconded. Councilmember Makos asked if she should abstain since she retired from City Hall. Attorney Johnson stated that there isn't a conflict as she no longer works for City Hall. Councilmember Ancich asked if it was legal to pay overtime after working 35 hours per week. Director Pope stated that if it is set by policy it could. Attorney Johnson stated that fair labor standards mandate after 40 but the City can lower it to 35 if they choose. Motion carried.

**COUNCIL COMMENTS**

**Councilmember Ancich** – He asked about the surplus auction. Director Pope stated that she had not time lately to work on it. He asked Administrator Raines about decorating City Hall for Christmas. Administrator Raines stated that his has been cut due to the budget. Administrator Raines thanked Dan Boeholt for donating boughs for making wreaths. We would like to see this being put to use. He said that if there are any volunteers, we would be happy to help them. Councilmember Ancich said he would get with him after the meeting to discuss this. Fire Chief Bridges said they could get some firefighters to help.

**Mayor Pauley** wanted to commend Deputy Clerk Eccles with her help regarding paperwork for the Daniels property when City Hall was closed. He also stated that there are grants available for small businesses that were impacted by the pandemic. There is \$20,000 available.

Meeting adjourned.

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Finance Director

Attest:

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Mayor