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*CITY OF COSMOPOLIS*

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**REGULAR COUNCIL AGENDA  
COUNCIL CHAMBERS  
1300 FIRST STREET  
October 6, 2021  
7:00 P.M.**

**BUDGET WORKSHOP – 6:30 TO 7:00**

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 – October 6, 2021 Council Meeting, Budget Workshop, and Feral Cat Workshop**
6. **COMMITTEE REPORTS**
7. **CITY OFFICIAL REPORTS**
8. **MAYOR’S REPORT**
9. **OLD BUSINESS**
  - a. **Resolution 2021-07 (Volunteer FF Pay)**
10. **NEW BUSINESS**
11. **COUNCIL COMMENTS**
12. **PUBLIC COMMENTS (Comments are limited to three minutes)**

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

**Zoom Information**

**Webinar ID: 833 0178 4908  
Passcode: 636432  
(253) 215-8782**

*Zoom Webinar ID and Passcode are for the workshops and regular meeting*

**CITY OF COSMOPOLIS**  
**Regular City Council Meeting**  
**October 6, 2021**

**Mayor Kyle Pauley presiding.**

**COUNCILMEMBERS PRESENT**

Candice Makos, Stana Cummings, Jim Ancich, and Miles Wenzel. Councilmember Ancich made a motion to excuse Councilmember Moran. Councilmember Makos seconded. Motion carried.

**STAFF PRESENT**

Attorney Steve Johnson, Police Chief Casey Stratton, Asst. Fire Chief John Bramstedt, and Finance Director Julie Pope, Public Works Superintendent Jeff Nations

**APPROVAL OF AGENDA**

Mayor Pauley asked to have Ordinance 1369 (No Parking Zones) added to the agenda as item D. Councilmember Ancich made a motion to accept the agenda with the addition of Ordinance 1369 as item D. Councilmember Makos seconded. Motion carried.

**GREATER GRAYS HARBOR PRESENTATION**

Lynnette Buffington, CEO of Greater Grays Harbor, gave a presentation showing how Greater Grays Harbor helps businesses. During the pandemic, they have helped 96 business with Covid-19 relief options. Total relief funding was \$618,500.

**PUBLIC COMMENT**

**Asst. Chief Johnson Bramstedt** – He asked if Resolution 2021-07 and Ordinance 1368 were drafted per the Public Safety Committee. Mayor Pauley stated that they were drafted per the instructions from the last Council meeting. Asst Chief Bramstedt asked if the committee had reviewed them and stated that the fire association had not. Councilmember Wenzel stated the committee had not reviewed them. Asst. Chief Bramstedt asked if they could be tabled. Mayor Pauley stated that it would be up to the Council when the items come up under new business.

**CONSENT AGENDA**

Councilmember Makos made a motion to accept the consent agenda. Councilmember Wenzel seconded. Motion carried.

**COMMITTEE REPORTS**

**Public Safety** – Councilmember Wenzel stated that they have met with the Fire Department and the Police Department. With the Fire Department, they discussed the items that are on the agenda tonight. They also discussed drafting policies for medical reimbursement and hepatitis B reimbursement. They also discussed the Fire Chief position. For the Police Department, they discussed a new police officer. They are asking for three computers in the near future. Chief Stratton will discuss this.

**CITY OFFICIALS**

**City Administrator** – Administrator Raines stated that the Friends of Highland Park group submitted an application through T-Mobile for a Hometown Grant in the amount of \$50,000. Linda Springer led the group. He thanked the group for putting their time into getting this done and help with maintaining the park. Today we received official notice from the Dept. of Health that our water system plan is approved. It is valid for ten years. We will be working on our well development next year.

**Police Chief** – Chief Stratton stated that Officers Tarnowski and Officer Johnson have both fully recovered. Both are back to work. Reserve officers Bruce Watts and Jeff Seeman helped to cover shifts. For code enforcement, there are missing criminal codes in our city's municipal code have not been listed or updated in our code or sent to JIS. Updating the Code is an undertaking that needs to be addressed. Our newest reserve officer is Joshua Lefor. He is a commissioned offer from Arlington PD. Currently he is a reserve but is expressing interest in becoming a full-time officer. Chief Stratton stated that they, City Hall, and possibly the Fire Department are in need of new computers. Asst Chief Bramstedt stated that he would have to check on their computers to see if they need any new ones. The department is now in compliance with the CJTC regarding military equipment that we have been issued.

**Asst Fire Chief** – Asst Fire Chief Bramstedt stated that they have had 180 calls year to date. They submitted a nomination for a chief in August and are waiting for resolution regarding that. He said they waiting to know what the status of the supplies request is.

**MAYOR'S REPORT**

Mayor Pauley stated that the redistricting maps are out and will be discussed during the next couple of months. Cosmopolis is in a hot zone for the redistricting maps. We fall along the border. October 18<sup>th</sup> is

the deadline for the vaccine mandate. Our fire department falls under this. We will need exemption forms or vaccine cards submitted to City Hall by this date.

#### **NEW BUSINESS**

- A. Resolution 2021-07 (Volunteer FF Pay)** – Councilmember Ancich asked what the resolution was for. Mayor Pauley stated that this is for volunteer firefighter pay as discussed in the last meeting. Councilmember Wenzel made a motion to table this so that the committee and the association can discuss it. Councilmember Cummings seconded. Councilmember Makos asked Motion carried. 3-aye, 1 no.
- B. Ordinance 1368 (Volunteer FF Assoc Practice Fund)** – Councilmember Ancich asked if this was regarding the Sunday Duty pay for the Fire Fighters. Mayor Pauley stated that this topic was brought up at the last meeting. Attorney Steve Johnson stated that this is not the Sunday duty ordinance. This is to set May 1<sup>st</sup> as the date the annual payment is made to the Fire Association each year. Councilmember Ancich made a motion to approve. Councilmember Wenzel seconded. Attorney Johnson read the changed portion of the code. Councilmember Makos asked if Asst. Chief Bramstedt wanted this tabled. Assistant Chief Bramstedt stated that neither the Public Safety Committee nor the Fire Association had reviewed the verbiage of the ordinance. Motion carried. 3-aye, 1-no.
- C. Greater Grays Harbor Contract** – Mayor Pauley stated this is a municipal services agreement between the City and Greater Grays Harbor Inc. Finance Director Pope stated that this is the same contract as in prior years. The yearly fee is \$2,700. Councilmember Makos made a motion to accept the contract. Councilmember Cummings seconded. Motion carried. 3-aye, 1-no.
- D. Ordinance 1369 (No Parking Zones)** – Attorney Johnson read the ordinance. He stated the only change is the code is adding the South side of the 1100 block of Stanford Drive. Administrator Raines stated we have received requests for the no parking zone as the result of a cross-country meet two weeks ago. We will work with the school district to create a parking area within the park for the next cross-country meet. Councilmember Wenzel made a motion to approve. Councilmember Makos seconded. Motion carried.

#### **EXECUTIVE SESSION**

To discuss Acquisition of Real Estate per RCW 42.30.110(1)(b) and to discuss Performance of a Public Employee per RCW 42.30.110(1)(g). No action will be taken. Mayor Pauley stated the executive session will last 20 minutes to return at 8:27 p.m. At 8:27 p.m., Mayor Pauley extended the session another 10 minutes. At 8:37 Mayor Pauley extended it another 10 minutes. At 8:47, regular session resumed.

#### **PUBLIC COMMENTS**

**Ashley Arcangel, Ocean Avenue** – She commented that there is still a wall located in the middle of her street. The wall is being built on an easement that the City has interest in. She wants to know why the City is not handling the public safety issue. The building of the wall removes the turnaround needed for emergency access in the middle of Ocean Avenue. She says the City is not following its own codes regarding the building of this wall. This issue was brought up with the City in August, 2020. One of the codes to review is 12.11.260 which is in regard to retaining walls. Councilmember Ancich stated that he knows the property owner in question. He says that the property is not City property. It is the landowner's property that he is building a wall on. If he were building a fence, it would be the same thing. The land was vacated from the City to the property owner. Mayor Pauley stated the City has had numerous meetings with both property owners. There is nothing the City has for any enforcement actions at this time.

**Sue Perry** – She stated she is opposed to the Disc Golf at Makarenko Park. She said the park is filled with wildlife, flora and fauna plus many people walk the park daily. There is no room for disc golf.

**Linda Springer** – She is concerned about disc golf at Makarenko Park. She has had several people voice safety concerns for disc golf at the park. This park is not open enough to have that type of activity safely in the park.

Mayor Pauley adjourned the meeting.

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Finance Director

Attest:

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Mayor

**CITY OF COSMOPOLIS**  
**Feral Cat Workshop**  
**October 6, 2021**

**Mayor Kyle Pauley presiding.**

**COUNCILMEMBERS PRESENT**

Candice Makos, Stana Cummings, Debbi Moran, Miles Wenzel, and Jim Ancich.

**STAFF PRESENT**

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

Mayor Pauley stated that there was a letter sent to the Mayor and Council that was signed by over a dozen citizens that are complaining about this problem. Mayor Pauley said that this is a problem in three different areas of the City and needs to be addressed. Councilmember Wenzel says we may have to pay for services and if the owners are no longer around, we may have to have them euthanized. Councilmember Ancich asked if we have reached out to the City of Aberdeen for animal control services. Chief Stratton states that we don't have animal control and a place to keep them. He said that Aberdeen Animal Control is not willing to take on this many cats. He said if they did, it would be quite expensive. He says that we have more issues with animal control than just cats. He believes we need an animal control officer and a facility. Councilmember Wenzel stated that Westport has one of their reserve officers also take on animal control. Mayor Pauley stated that we have other issues such as code enforcement. We could maybe have a new hire to do multiple roles. Mayor Pauley stated that we need to remind citizens that their dogs and cats must be licensed. Councilmember Ancich asked if there is something in the private sector for handling this problem. Mayor Pauley stated that he doesn't have any specific costs at this time. Administrator Raines stated that we have City code to take care of this, but we don't have the personnel to deal with it. We need to fund a new position. He is asking the committees to take a look at the budget to see if we can fund a new hire through multiple funds. Mayor Pauley stated he would work with the City Administrator and Police Chief to see if they can come up with a solution.

Mayor Pauley adjourned the meeting.

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Finance Director

Attest:

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Mayor

**CITY OF COSMOPOLIS  
Budget Workshop  
October 6, 2021**

**Mayor Kyle Pauley presiding.**

**COUNCILMEMBERS PRESENT**

Candice Makos, Stana Cummings, Debbi Moran, Miles Wenzel, and Jim Ancich.

**STAFF PRESENT**

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

Finance Director Pope went through the timeline for this budget cycle. She went through the actual revenues through August 31, 2021 and compared them from 2018 to current. She went over the proposed revenues for 2022 and stated that it may be adjusted as 3<sup>rd</sup> quarter taxes come in. She reminded the department heads and Councilmembers that we recently passed a resolution stated that we are to take fifteen percent of revenues and set them aside for reserves.

Chief Stratton asked about the utility moratorium being lifted and if there are arrangements for the past due balances. Director Pope stated that they would receive a late notice with a letter stating that we are offering payment plans plus there are funds available to help them through the Coastal Community Action Plan.

Mayor Pauley adjourned the meeting.

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

Attest:

\_\_\_\_\_  
Mayor

# CITY OF COSMOPOLIS

DARRIN C. RAINES

CITY ADMINISTRATOR



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October 18, 2021

RE: October 20, 2021, Council Report

**Item 1)** *Water Meter Project-* The Public Works Crew will be re-starting the installation of the new water meters within the next couple of weeks. Currently they are less than 50% complete with the changeout of meters. This project has been placed on hold over the summer months as most of the time there were only 2-3 people available to try and keep up with the normal city maintenance. We plan to have the project complete by the end of March 2022.

**Item 2)** *Animal Control-* We are still researching options for an Animal Control Program for 2022. This will be a topic of discussion for the 2022 budget and during committee meetings.

We are looking into a potential option to help with the feral cat problem we have in several areas around town. We are waiting for a proposal from an individual to be presented to the city to help with capturing and getting the cats spayed and neutered and then placed for adoption. This person has already been working on this with some homeowners and is willing to help the city with this issue. As soon as I have more information, I will let you know.

I want to thank Cheryl Chrt from the Clerks' Office for contacting this person and helping us hopefully find a solution.

**Item 3)** *Code Enforcement-* I have been reaching out to surrounding cities as well as GH County to see if there is an opportunity for us to partner with another agency for Code Enforcement. Currently I am not getting much positive response as most other small cities are in the same situation as us, and the larger cities are too busy to take on any additional workload.

**Item 4)** *Storm Water Utility-* We will not start charging for the new Storm Water Utility until January 2022. We have had some comments and concerns about the rate structure and how we propose to charge by the ESU format. This is also something that

does not seem to work well with our billing system, so Julie and myself are looking into changing this format to a flat rate system that works better with our billing system and is easier to understand for citizens. We will bring this back to the council in November for approval of any recommended changes.

Sincerely,

***Darrin C. Raines***

Darrin C. Raines  
City Administrator

**CITY OF COSMOPOLIS**  
**RESOLUTION NO. 2021-07**

A RESOLUTION setting the compensation of the Cosmopolis Volunteer Fire Department.

WHEREAS, pursuant to Cosmopolis Municipal Code Chapter 2.40, the City Council has authority to set the compensation of the Cosmopolis Volunteer Fire Department by resolution; NOW THEREFORE,

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COSMOPOLIS, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:**

**SECTION 1:** The total annual compensation to be paid to the Cosmopolis Volunteer Fire Association shall be \$8,000.00.

**SECTION 2:** The individual compensation paid to each Volunteer Firefighter shall be a percentage of the total compensation set forth in Section 1, above.

**SECTION 3:** The percentages for each individual Volunteer Firefighter set forth in Section 2, above, shall be derived from and based upon the following point system:

Years of Service	5 points per year of service
Medical Status	
EMT	75 points
First Responder	50 points
Advanced First Aid	10 points
Certifications	
Auto Defib	25 points
Evap	25 points
HIV	25 points
Officers	
Chief	200 points
Assistant Chief	150 points
Captain	100 points
Lieutenant	100 points
Association Officers	
President	50 points
Secretary	50 points
Treasurer	50 points
Drills	10 points per drill
Outside Training	
4 hours	25 points

8 hours	50 points
Sunday Duties	
First Sunday Duty	10 points
Second Sunday Duty	20 Points
Three or more	25 points per Sunday Duty
Missing Duties without Notification	25 points deducted

**SECTION 4.** The meal stipend for Sunday Duty, set forth in Section 2.40.070(b) of the Cosmopolis Municipal Code, shall be set at ~~\$25.00~~ \$50.00 per firefighter, for no more than two firefighters per Sunday.

PASSED AND APPROVED this 6<sup>th</sup> day of October, 2021.

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Mayor

Attest:

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Clerk-Treasurer