

City of Cosmopolis
Regular Meeting Minutes
July 19, 2017

Mayor Frank Chestnut presiding

Councilmembers present: Debbi Moran, Jonathan Fischer, Kyle Pauley, Carl Sperring and Jim Ancich

Staff Present: City Administrator Darrin Raines, Attorney Steve Johnson, Chief Casey Stratton and Captain Steve Davis

APPROVAL OF AGENDA

It was moved by Councilmember Carl Sperring and seconded by Councilmember Kyle Pauley to approve the agenda. Motion approved.

APPROVAL OF CONSENT AGENDA

It was moved by Councilmember Carl Sperring and seconded by Councilmember Kyle Pauley to approve the consent agenda consisting of the July 19, 2017 regular meeting and vouchers #22674 thru #22799 in the amount of \$173,670.25. Motion approved.

COMMITTEE REPORTS

Park and Recreation Advisory Board met and discussed an update on the Mill Creek Dam. City Administrator Raines also stated that there will be a citywide park cleanup day scheduled for Saturday, July 29th from 8:30 AM until noon. Volunteers should meet at the Cosmopolis Fire Department. Administrator Raines also gave an update on the recreational agreements that were approved last month for reserving the parks including all the athletic agreements.

CITY OFFICIALS

Police Report

Chief Stratton said we would be receiving our new vehicle within a couple of weeks and then it will be sent to the detailer for completion.

Fire Department

Captain Davis reported they received their new rescue rig which is now in operation.

CITY ADMINISTRATOR

City Administrator Darrin Raines gave a brief update on the Mill Creek Dam project. We are on time and budget. He said there is link to the construction camera for the project which is <https://senserashsystems.com/public/project/millcreekdam>. He also gave an update on the fire department repairs which are being done by Rognlins and ServPro. After Ser Pro reinstalls the cabinets and lays the new vinyl then the counter tops will be installed. Administrator Raines gave a list of all the items that will be surplused along with the Kelly Blue Book Values. He proposed a minimum bid amount for each item. We may also advertise for sealed bids which are to be delivered to City Hall by a certain date or list the items on Ebay or we could hold an auction.

E9-1-1

Mayor Chestnut said E911 met and there seems to be a manpower shortage which the director is working on. This seems to be a constant occurrence.

LEGISLATIVE

Councilmember Sperring reported the legislature is done. Mayor Chestnut asked if they had passed the Capital Budget. Councilmember Sperring's response was no. Mayor Chestnut gave a brief overall statement regarding the Capital Budget and how not passing it affects many projects throughout the state including the remodel of the Cosmopolis Elementary School.

MAYOR'S REPORT

Fires and general burning were discussed. Mayor Chestnut stated that a recreational burn of 3' x 3' wide and no higher than 2' and using only dry seasoned wood, charcoal or presto logs is allowed. Next month Mayor Chestnut would like to see all debris burning as well as burn permits eliminated. The citizens of Cosmopolis have the privilege of using our composting program and will not need a burn permit.

UNFINISHED BUSINESS

- A. **Purchasing Policy** – City Administrator Raines would like to have a workshop on the city's purchasing policy as well as under New Business item B. Credit Card Policy. Mayor Chestnut agreed and would like to add that he might want to further discuss the burn ordinance. A workshop will be scheduled for 6:00 PM on August 15, 2017 before the next scheduled council meeting.

NEW BUSINESS

- A. City Haul Hours** – City Administrator Raines discussed changing the City Hall’s office hours from 9:00 AM to 5:00 PM. To 8:00 A.M. to 4:00 PM. These hours were chosen to help meet our citizen’s needs. Councilmember Moran made a motion to change the City Hall’s hours from 8:00 AM to 4:00 PM. effective August 1, 2017. Motion seconded by Councilmember Pauley. Motion approved. These hours would affect only City Hall and not the City Administrator.
- B. Credit Card Policy** - City Administrator Raines presented the council with a draft of a new credit card policy. Councilmember Moran made a motion to accept the new credit card policy with Councilmember Ancich seconding the motion. Motion approved.
- C. Surplus Excess Equipment**- City Administrator Raines presented the Council with a list of items he would like to surplus. He would like Council’s permission to sell them. Councilmember Sperring made a motion to declare the items surplus with Councilmember Pauley seconding the motion. Motion approved. He also discussed the ways that we could auction them off. Councilmember Sperring made motion that we use Ebay first as a way of auctioning the items off and then secondly we use the sealed bid method. Councilmember Pauley seconded the motion. Motion carried.
- D. Cosmopolis School Rezone Request** –Councilmember Debbi Moran made the motion to rezone the Cosmopolis School District property from Public Reserve to R100. Councilmember Jonathan Fischer Seconded the motion. Motion approved.
- E. Joe and Cathy Shapansky** – Mayor Chestnut introduced Cathy Shapansky who read a letter and presented documentation to the Council regarding the ongoing issue concerning open fires and the enforcement of our burn permit rules. Mayor Chestnut said the Council will be addressing this issue in the near future.

COUNCIL COMMENTS

Councilmember Ancich stated that he did not agree with the Ebay bidding on the surplus items. Councilmember Moran wanted to thank the fire department for their help with an incident at her home a couple of weeks ago.

Meeting adjourned

Deputy Clerk

Attest:

Mayor