Special Meeting

WWTP Repair

December 19, 2024

2:00 p.m.

The Special Meeting was called to order at 2:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Milanowski, C.M. Speer, Mayor Willey, Water/Sewer Superintendent Webster and Clerk/Treasurer Oster were present. C.M. Nichols & C.M. Fiedler were absent.

Water/Sewer Superintendent Webster notified the council that there was a clog between the headworks and the oxidation ditch causing a back up. There is an immediate need to have Flo Hawks come and clear the clog.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve up to $5000.00 for the repair at the WWTP. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to adjourn at 2:04 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

December 17, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Speer, C.M. Nichols, C.M. Fiedler, C.M. Milanowski, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There was 1 citizen present.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve Blanket Voucher #202424 for Claim #'s 21937 and 21938-21952 in the amount of $15,698.56 and Payroll #'s 21935-21937 in the amount of $2,150.00 for a Grand Total of $17,848.56.

There were no purchase orders

There were no utility bill adjustments

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Milanowski and seconded by C.M. Speer to authorize a credit card for Water/Sewer Superintendent Webster. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by Dodd and seconded by C.M. Fiedler to pass Ordinance #591- 2024 Budget Amendment. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize Mayor Willey to sign the TIB Agreement for the 2025 projects. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to accept the CDBG WWTP- Lift Station project as complete. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to extend accepting letters for council vacancy until the next scheduled meeting on January 7, 2025. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:14 p.m. Motion passed unanimously.

APPROVED Tai Willis

ATTESTED Tena J Cotter

Council Meeting

December 3, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Nichols, C.M. Speer, C.M. Fiedler, C.M. Milanowski, Mayor Willey, Clerk/Treasurer Oster, Water/Sewer Superintendent Webster, and Attorney Unzelman. There were 2 citizens present including Commissioner Pollock.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the agenda with the removal of the Comprehensive plan workshop and the addition of the Interlocal Agreement with Lewis County Emergency Management. Motion passed unanimously.

A motion was made by C.M. Fiedler and seconded by C.M. Nichols to approve the minutes from the previous regular meeting and the Public Hearing on 11/26/2024. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve Blanket Voucher #202423 for Claim #'s 21920-21933 in the amount of $30,580.01 and Payroll #'s 21911-21919 in the amount of $17,032.94 for a Grand Total of $47,612.95. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the purchase orders for a case of BOD bottles from USABluebook in the amount of $547.94 including tax & shipping and a yearly subscription to Diamond Maps in the amount of $384.00. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the utility bill adjustment for Acct# 1691 waive the $1284.00 overage for a leak in the service line. Motion passed unanimously.

OLD BUSINESS

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to pass Ordinance #590-2025 Budget. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Mayor Willey to sign the Interlocal Agreement with Lewis County Emergency Management. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Dodd to adjourn the meeting at 6:10 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Public Hearing

November 26, 2024

6:00 p.m.

The Public Hearing was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Speer, Mayor Willey and Clerk/Treasurer Oster were present. C.M. Dodd, C.M. Fiedler, and Attorney Unzelman were absent. There were no citizens present.

Clerk/Treasurer Oster informed council of the few changes made to the 2025 Budget which included changes to expenditures related to dispatch service in current expense fund, salaries & benefits in all funds, and repair & maintenance for the Sewer Fund. Increases in revenue related to more accurate reporting for the Water & Sewer Funds from the Upgraded utility software. It was also noted that significant spending on a new utility vehicle and Water System plan were included in the budget.

There were no additional questions or comments

A motion was made by C.M. Speer and C.M. Milanowski to adjourn the meeting at 6:10 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

November 19, 2024

6:00 p.m.

The regular meeting was called to order at 6:00p.m. by Mayor Willey. C.M. Nichols, C.M. Speer, C.M. Milanowski, C.M. Dodd, C.M. Fiedler, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were no citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the agenda with the addition of Senior Citizen/Disabled Low Income application for Acct #1448. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve Blanket Voucher #202422 for Claim #'s 21888, 21891-21901 in the amount of $18,980.80 and Payroll #'s 21889-21890 in the amount of $1,150.00 for a Grand Total $20,130.80. Motion passed unanimously.

There were no purchase orders

There were utility bill adjustments.

OLD BUSINESS

None

NEW BUSINESS

Scott Betcher from the Chehalis River Basin Flood Authority gave a presentation regarding projects that have been completed within the Chehalis River Basin to reduce the impact of flood on people and aquatic species.

A motion was made by C.M. Speer and seconded by C.M. Fiedler to accept letters of interest for Council Position #5 that will be vacated at the end of 2024 until 4:00 p.m. on December 10th and will make a formal decision to fill the vacancy at the regular meeting scheduled for December 17th. Motion passed unanimously.

PUBLIC HEARING- The public hearing for the 2025 Property Tax levy was opened at 6:41 p.m. by Mayor Willey. C.M. Nichols expressed concern regarding raising any property taxes to our citizens since the Fire Dept. Levy and the 911 sales tax passing during the election. Clerk/Treasurer Oster noted that the 2024 property tax rate the Town of Pe Ell is

$1.158312883635 per $1000 of assessed value, $97,491.98. The 1% lawful increase for 2025 would be $984.58. There were no other questions or comments. The Public Hearing was closed at 6:48 p.m.

A motion was made by C.M. Speer and seconded by C.M. Dodd to pass Resolution #277-2025 Property Tax levy. Vote was: **Yays**- C.M. Dodd, C.M. Speer, C.M. Fiedler, C.M. Milanowski **Nay's**- C.M. Nichols

Mayor Willey informed council that he has spoken with our previous Water-Sewer Superintendent Ryan Webster and will be bringing him back on board the first week of December and will be making some budget changes to reflect the hire.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the Senior Citizen/Disabled Low Income application for Acct# 1448. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:55 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting
November 5, 2024
6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Dodd, C.M. Fiedler, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were no citizens.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Fiedler and seconded by C.M. Nichols to approve Blanket Voucher #202421 Claim #'s 21867-21887 in the amount of $56,480.51 and Payroll #'s 21858-21866 in the amount of $17,362.66 for a Grand Total of $73,843.17. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the Utility Bill adjustments for Acct #1353 Waive the $30.00 late fee and Acct #1177 Waive the $30.00 late fee. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Nichols and seconded by C.M. Speer to authorize Mayor Willey to sign the Interlocal Agreement with the Lewis County Jail. Motion passed unanimously.

PUBLIC HEARING- The public hearing was called to order at 6:04 p.m. Clerk/Treasurer Oster presented to council the recommended 2025 Preliminary Budget. The significant changes that are noted for 2025 is the purchase of a second public works vehicle, full water system plan, repair of trim around the front door of town hall, and to replace the fence at Forst Lawn Cemetery. Revenues were projected based on estimates from the Department of Revenue, Lewis County Assessor, and utility fees for the Water & Sewer Funds. A motion was made by C.M. Nichols and seconded by C.M. Speer to close the public hearing at 6:10 p.m. Motion passed unanimously.

The 2025 Comprehensive plan workshop was cancelled because the consultant was unable to attend.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn at 6:15 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

10/15/24

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Speer, C.M. Fiedler, C.M. Nichols, C.M. Milanowski, Mayor Willey, and Clerk/Treasurer Oster were present. Comprehensive Plan Consultant Tammy Baraconi was also present. Attorney Unzelman was absent. There were no citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Fiedler to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202420 for Claim #'s 21845-21846 and 21849-21857 in the amount of $20,855.22 and Payroll #'s 21847-21848 in the amount of $1,150.00 for a Grand Total of $22,005.22. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders for High yield toner for the Clerk's printer from Quill in the amount of $416.56 and a purchase order to Service Saw for Stihl MS271 Chain saw with 20" bar and a Stihl BR450 Backpack Blower in the amount of $865.68 council also authorized extended warranties if available. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the utility bill adjustment for Acct# 1322 to waive the overage of $108.00 for a leak in the service line. Motion passed unanimously.

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Nichols to set Budget Public Hearings for November 5th-Preliminary Budget, November 19th for Property Tax & Revenue, and November 26th for the Final Budget. Motion passed unanimously.

There was no motion to schedule Budget Workshops

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Clerk/Treasurer Oster to transfer the remaining ARPA funds, $47,672.01, from Current Expense Fund to the Sewer Fund for the WWTP-Lift Station upgrade project. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to pass and authorize Mayor Willey to sign Resolution #276- Chehalis River Basin-wide solution to flooding and aquatic species restoration. Motion passed unanimously.

2025 Comprehensive Plan Workshop- Council and consultant Tammy Baraconi discussed the 2025 Comprehensive plan and the required changes by Washington state. Additional workshops are scheduled for November 5th and December 3rd. Council also created the vision statement for the document.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn the meeting at 7:01 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

October 1, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Fiedler, C.M. Milanowski, C.M. Dodd, C.M. Speer, C.M. Nichols, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were 2 citizens present as well as Commissioner Pollock.

A motion was made by C.M. Nichols and seconded by C.M. Milanowski to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Fiedler and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve Blanket Voucher #202419 for Claim #'s 21826-21844 in the amount of $44,517.61 and Payroll #'s 21817-21825 in the amount of $18,093.23 for a Grand Toal of $62,610.84. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders for Clerk Receipt's from Vision Forms up to $1000.00 and a new HP laptop for the WTP/WWTP reports from Amazon with an estimate of $583.19 including tax, but no shipping. Motion passed unanimously.

There were no utility bill adjustments.

OLD BUSINES

NONE

NEW BUSINESS

Members of Fire District #11 presented to council the need for a levy lid lift that will be on the General Election Ballot this November. The department has a desperate need for new equipment. The proposed levy lid lift will be $1.50 per $100,000 of assessed property value.

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize Clerk/Treasurer Oster to transfer the $19,800 from Current Expense to the Street Fund that was included in the 2024 Budget. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn 6:14 p.m. Motion passed unanimously.

APPROVED Jan Willey

ATTESTED Teresa Oster

Council meeting

September 17, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Milanowski, C.M. Speer, C.M. Fiedler, C.M. Nichols, and Mayor Willey were present. Clerk/Treasurer Oster and Attorney Unzelman were absent. There was 1 citizen present

A motion was made by C.M. Nichols and seconded by C.M. Fiedler to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve Blanket Voucher # 202418 for Claim #'s 21805 and 21808-21816 in the amount of $50,474.93 and Payroll #'s 21806-21807 in the amount of $1150.00 for a Grand Total of $51,624.93. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Milanowski to adjourn at 6:05 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council meeting
9/3/2024
6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Nichols, C.M. Milanowski, C.M. Speer, C.M. Fiedler, Mayor Willey, Attorney Unzelman and Clerk/Treasurer Oster were present. There were no citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Fiedler and seconded by C.M. Dodd to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve Blanket Voucher #202417 for Claim #'s 21777-21778, 21788, 21790-21803 in the amount of $70,183.61 and Payroll #'s 21779-21787 in the amount of $18,161.63 for a Grand Total of $88,345.24. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the purchase orders for pre-employment costs for a new Marshal candidate up to$3000.00, Vision up to $1000.00 for Utility Billing forms, 2 peristaltic chlorine pumps for the Water Treatment plant from USABluebook with a quote of $3859.13 including tax not shipping. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the Utility bill adjustments for Acct# 1369 waiving $ 30.00 late fee and Acct# 1659 a refund of $22.99 for overpayment on the final bill. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

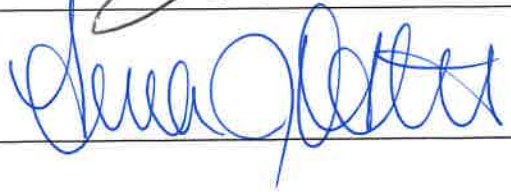
A motion was made by C.M. Dodd and seconded by C.M. Speer to transfer the balance of $8.23 from the Fund 103- Cumulative Reserve to Fund 001-Current Expense. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to transfer the balance of $2011.27 from Fund 641-Utility Deposit Fund and split between Fund 400-Sewer Fund and Fund 404-Water Fund. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn the meeting at 6:28 p.m. Motion passed unanimously.

APPROVED

ATTESTED 

Council Meeting

August 20, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Fiedler, C.M. Milanowski, C.M. Nichols, C.M. Dodd, C.M. Speer, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. Tammy Baraconi from Stoneybeach Consulting was present. There was 1 citizen present.

A motion was made by C.M. Milanowski and C.M. Nichols to approve the agenda with the addition of 2025 Comprehensive Plan Workshop. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve Blanket Voucher #202416 for Claim #'s 21763-2764 & 21767-21776 in the amount of $12,973.05 and Payroll #'s 21765-21766 in the amount of $1,150.00 for a Grand Total of $14,123.05. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the two purchase orders to Hach for a replacement turbidimeter for the Water Treatment plant with a quote of $3271.00 not including tax or shipping and for 5 desiccant drying cartridges for the water plant in the amount of $284.25 not including tax or shipping. Motion passed unanimously.

A motion as made by C.M. Dodd and seconded by C.M. Nichols to approve the utility bill adjustment for Acct# 1731 a refund of $4.27 for overpayment on the final bill. Motion passed unanimously.

Old Business

None

New Business

A motion was made by C.M. Dodd and seconded by C.M. Speer to return $36,151.29 to FEMA from the Water Reserve Fund for overpayment on the Water Main Loss of Embankment project. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize a meter read adjustment for Acct# 1164 for an incorrect low read and replace with the average for the

last 24 months and waive the corresponding overage in the current billing cycle. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the Senior Citizen/ Disabled application for Acct #1442. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the Senior Citizen/Disabled application for Acct# 1337.1 and authorize a billing correction to reflect the discount for the current billing cycle due to Clerk/Treasurer error in submitting to council in July. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Fiedler to change the advertisement for Water/Sewer Superintendent to Sewer Superintendent only with a salary range of $33-40/per hour. Motion passed unanimously.

2025 Comprehensive Plan Workshop-Tammy Baraconi from Stoneybeach consulting provided council with a 2nd draft of the 2025 Comprehensive plan and explained there were some areas that needed revisions and requested that the Town Council take some time to come up with ideas for the vision statement for the Town of Pe Ell. Also discussed were some changes to the Zoning code to help the document be more user friendly and relate close to the Comprehensive Plan. The next 2025 Comprehensive Plan and Workshop will be held on October 15, 2024, information can be found on the Town of Pe Ell website, www.townofpeell.com under the Town Government tab.

Adjourn

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn at 6:56 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

August 6, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Fiedler, C.M. Dodd, C.M. Milanowski, C.M. Nichols, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman (6:04 p.m.) were present. Brea Tracy and Marilyn Fenn were present on behalf of the SSW fair. There were no citizens present.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the minutes from the previous meeting. (C.M. Nichols abstained) Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202415 for Claim #'s 21742-21762 in the amount of $116,285.75 and Payroll #'s 21733-21741 in the amount of $16,955.81 for a Grand Total of $133,241.56. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase of the John Deer zero turn lawnmower with a bagger system and extended service plan from Pape Machinery estimate for mower alone was 11, 835.00 the attachment and service plan estimate was not available and would be an additional cost. Motion passed unanimously. Mayor Willey informed council that the purchase of the weed trimmer at the previous meeting was actually purchased at the Home Depot with an extended service plan not at the Power shop as the motion called for.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the utility bill adjustments for Acct# 1241 a refund of $17.10 for an overpayment on Final Bill, Acct# 1260 a refund of $4.28 for an overpayment on Final Bill, and Acct# 1385 waive water overage in the amount of $48.00 for a leak in the service line. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Brea Tracy and Marilyn Fenn presented to the council about the importance of the SSW Fair is to the community and local youth who are participating in various events. They

encourage the council and community to attend the fair and enjoy the many different events held throughout fair week, August 13-18.

PUBLIC HEARING- The public hearing for the 6 year transportation improvement plan was opened at 6:13 p.m. There were no questions or comments. The public hearing was closed at 6:13 p.m.

A motion was made by C.M. Speer and seconded by C.M. Nichols to pass Resolution #275-6-year TIP. Motion passed unanimously.

PUBLIC HEARING- The public hearing for the CDBG WWTP & Lift Station project Close-out was called to order at 6:14 p.m. Council was notified of all improvements to the lift stations and Treatment plant. C.M. Nichols asked if the list included the $40,000 of ARPA funds that were additionally allocated to the project, Clerk/Treasurer Oster stated that yes it does. There were no additional questions or comments. The public hearing was closed at 6:16 p.m.

A motion was made by C.M. Fielder and seconded by C.M. Milanowski to authorize online banking for Clerk/Treasurer Oster for all Security State Bank Accounts. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to deny the Senior Citizen-Disabled application for Acct #1267 because the applicant was over the income threshold. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:24 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

July 16, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Feidler, C.M. Speer, C.M. Milanowski, Mayor Willey, Clerk/Treasurer Oster were present. C.M. Dodd, C.M. Nichols, and Attorney Unzelman were absent. There was 1 citizen present.

A motion was made by C.M. Speer and seconded by C.M. Feidler to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Feidler and seconded by C.M. Milanowski to approve Blanket Voucher #202414 for Claim #'s 21719-21732 in the amount of $38,332.13 and Payroll #'s 21717-21718 in the amount of $1150.00 for a Grand total of $39,482.13. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Feidler to purchase an Echo weed trimmer from The Power Shop with an estimate of $229.00 not including tax. Motion passed unanimously.

There were no utility bill adjustments

Old Business

NONE

New Business

A motion was made by C.M. Speer and seconded by C.M. Milanowski to begin reporting the Local Government Investment Pool monies in the Current Expense Fund. Motion passed unanimously.

Adjourn

A motion was made by C.M. Speer and seconded by C.M. Feidler to adjourn the meeting at 6:27 p.m. Motion passed unanimously.

APPROVED Jan Willey

ATTESTED

Council Meeting

July 2, 2024

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Dodd, C.M. Speer, C.M. Fiedler, C.M. Nichols, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman. There was 1 citizen present.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the minutes from the regular meeting on 6/18/2024. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202413 for Claim #'s 21687 & 21697-21716 in the amount of $45,042.48 and Payroll #'s 21688-21696 in the amount of $18,087.22 for a Grand Total of $63,129.70. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Speer to accept the TIB Main Street Reconstruction and Main Street Sidewalk projects as complete. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to work with IAM Woodworks union to split the Water/Sewer Superintendent position into 2 separate Superintendent positions. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:14 p.m. Motion passed unanimously.

APPROVED Jai Willey

ATTESTED

Council Meeting

6/18/2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Speer, C.M. Nichols, C.M. Dodd, C.M. Fiedler, C.M. Milanowski, Clerk/Treasurer Oster, Mayor Willey. Attorney Unzelman was absent. There was Tammy Baraconi from Stoney Beach Consulting and 1 citizen were present.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the agenda with the addition of a temporary raise for Utility Maintenance Speer to New Business. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the minutes from the regular meeting on 6/4/2024. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202412 for Claim #'s 21673-21686 in the amount of $261,265.79 and Payroll #'s 21671-21672 in the amount of $1,150.00 for a Grand Total of $262,415.79. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the Utility Bill adjustments for Acct# 1546.2 a refund in the amount of $370.31 for an overpayment on Final Bill, Acct# 1546.3 a refund in the amount of $262.32 for an overpayment on Final Bill, and waive the $30.00 late fee for Acct# 1524. Motion passed unanimously.

Old Business

There was no old business

New Business

Tammy Baraconi from Stoney beach Consulting presented council with the draft 2025 Comprehensive Plan and gave a brief overview. She requested council to set an open house for Aug. 20 from 5 p.m.-6 p.m. to give the community the opportunity to come in and ask questions, and to set a Workshop Aug. 20 during the regular scheduled meeting to discuss the 2025 Comprehensive plan.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to set an open house on August 20, 2024 from 5 p.m.-6 p.m. for the 2025 Comprehensive plan and to set a workshop during the regular meeting on August 20, 2024. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to move forward with the 6 year transportation plan as suggested by Gray & Osbourne. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the senior citizen/ disabled low-income application for Acct # 1337.1. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to work with union on a memorandum of understanding relating to a temporary salary increase, $740.00/month, for Utility Maintenance Speer while he temporarily preforms duties normally required of the Water/Wastewater Superintendent position. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn the meeting at 6:30 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

6/4/2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Dodd, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were 5 citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202411 for Claim #'s 21638, 21653-21659, and 21662-21670 in the amount of $38,851.97 and Payroll #'s 21639-21642,21645-21649, and 21651-21652 in the amount of $25,160.30 for a Grand Total of $64,012.27. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the purchase orders for up to $3000.00 for pre-employment costs associated with a new Marshal candidate, 10 water meter lock out pins from USA Bluebook in the amount of $346.02 not including shipping, 12 water meters from USA Bluebook with the quote amount of $1,106.58 including tax and shipping, and 12 meter setters from H.D. Fowlers with a quote amount of $2450.01. Motion passed unanimously.

There were no utility bill adjustments

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Nichols to enter into a contract with Vision MS for IT services for the Town Clerk computers. Motion passed unanimously.

Mayor Willey notified the council and citizens that we had received 3 letters of interest for the vacant council seat.

Mayor Willey announced that council would be going into Executive Session at 6:07 p.m. for 10 minutes to discuss the qualifications of a person(s) for elective office. Council returned at 6:10 p.m. with no decision made.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to appoint Tauna Fiedler to the vacant council seat. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to cancel the credit card for Ryan Webster and issue a credit card to Isaac Speer. Motion passed unanimously. (C.M. Speer abstained)

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:27 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

May 21, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Dodd, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, Utility Maintenance Speer & Randall were present. Attorney Unzelman was absent. There were 3 citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the minutes from the previous meeting on May 7, 2024. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202410 for Claim #'s 21625-21637 in the amount of $159,820.60 and Payroll #'s 21622-21624 in the amount of $2150.00 for a Grand Total of $161,970.60. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the purchase orders for up to $1000.00 to Copiers Northwest for a technician to set up scan to computer for the large copy machine due to clerk's computer crashing and the purchase order to Vision for a replacement clerk computer including programming with an estimate of $1757.45 including tax, shipping of old and new computer is not included. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the Utility Bill adjustments for Acct# 1239 a refund of $1019.42 for overpayment on Final bill (refund to be issued to Community Action Council which is required in our agreement) and Acct# 1559 a refund of $260.65 for overpayment on Final Bill. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Clerk/Treasurer Oster notified council that some investments, Local Government Investment Pool and a CD at Security State Bank, were not being correctly reported in previous years on the SAO Annual Report. Clerk/Treasurer Oster and Mayor Willey have been reviewing previous years minutes to locate any documentation about the investments, but have been unable to locate documentation on which fund the monies originated from. Also, she is working on clearing out some outstanding warrants (checks) that are in the system dating back to 2013. Clerk/Treasurer Oster will be working with the State Auditors office on the best way to report the investments moving forward.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the $75.00 raise to Utility Maintenance Speer for passing his WDM test. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to authorize the Mayor to sign the contract with Justin Phelps as operator-in-charge of the WWTP as required by our NPDES permit to have a WWTP II operator in the amount of $1500.00 per month. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Clerk/Treasurer Oster to issue a $500.00 check to the 4th of July Committee for a donation that was made by Weyerhaeuser because the original check was incorrectly issued to the Town of Pe Ell. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to not renew our yearly subscription with Zoom for Hybrid meetings and meetings will only be available in person moving forward. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn at 6:20 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting
May 7, 2024
6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Speer, C.M. Dodd, Mayor Willey, Clerk/Treasurer Oster, Attorney Unzelman, Marshal Svenson, and Utility Maintenance Randall were present. There were 2 citizens present including Commissioner Pollock.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the minutes from the previous meeting on 4/16/24. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve Blanket Voucher #202409 for Claim #'s 21594-21621 in the amount of $263,392.29 and Payroll #'s 21583-21593 in the amount of $27,358.26 for a Grand Total of $290,750.55. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

OLD BUSINESS

NONE

NEW BUSINESS

PUBLIC HEARING- The public hearing was called to order at 6:02. C.M. Speer asked about the required setbacks for the property. Clerk/Treasurer Oster stated the required setbacks for a residential structure are 10ft on the sides and 20 ft in the front and back. Commissioner Pollock asked if there were any other size or location restrictions that would limit the property owner from moving the structure to meet Zoning requirements. Clerk/Treasurer Oster stated the only other restriction to take into consideration would be the 10 ft distance requirement from the other structure on the property. The public hearing was closed at 6:14 p.m.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to deny the variance request for 119 Chehalis Avenue. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to accept letters of interest to fill the vacant council seat until May 31st. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to pass Ordinance #589- Clerk, Treasurer, and Marshal Surety Bond Ordinance. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Milanowski to pass Resolution #274- Police surplus, if any items are determined to have no value by the Marshal they will be destroyed. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:32 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

April 16, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. Dodd, C.M. Speer, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, and Marshal Svenson were present. Attorney Unzelman was absent. There were 3 citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202408 for Claim #'s 21560, 21564-21581 in the amount of $13,950.08 and Payroll #'s 21561-21563 for a Payroll amount of $2,150.00 for a Grand Total of $16,100.08. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. McRoberts to approve the purchase order for front tires on the backhoe from Les Schwab in the amount of $1,624.93. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the Utility bill adjustment for Acct# 1659 for a refund of $122.50 for an overcharge on a credit card. Motion passed unanimously.

NEW BUSINESS

A motion was made by C.M. Nichols and seconded by C.M. Dodd to authorize the Mayor to sign the Gray & Osborne contract amendment for the Lester Creek Access project. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Milanowski to authorize the Mayor and Marshal Svenson to move forward with the purchase of a Ford Explorer police vehicle from the Lewis County Sheriff's Office in the amount of $6000.00. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve Ordinance #588- Police/Marshal Ordinance. Moiton passed unanimously.

A moiton was made by C.M. Milanowski and seconded by C.M. Nichols to set a Public Hearing on the 119 Chehalis Ave. variance for May 7th at 6:00 p.m. during the regularly scheduled meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to keep the time and pricing the same for Spring Clean-up as it was for 2023. Motion passed unanimously.

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adjourn the meeting at 6:53 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

April 2, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Speer, C.M. Nichols, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, and Marshal Svenson were present. C.M. Dodd and Attorney Unzelman were absent. Tammy Baraconi from Stoney beach Consulting was present. There was 1 citizen present.

A motion was made by C.M. Nichols and seconded by C.M. Milanowski to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer regular meeting on March 19, 2024. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. McRoberts to approve Blanket Voucher #202407 for Claim #'s 21537-21559 in the amount of $80,385.79 and Payroll #'s 21527-21536 in the amount of $21,461.71 for a Grand Total of $101,847.50. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve the purchase order for 3 street sign posts and bases through Uline in the amount of $381.00 plus tax & shipping. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the utility bill adjustment for Acct #1482 for a refund of $17.38 for an overpayment on final bill. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Planning Consultant Tammy Baraconi explained to council the current planning options relating to the UGA and the impact on growth and the comprehensive plan moving forward. A motion was made by C.M. Speer and seconded by C.M. Milanowski to move forward with Option 3 regarding the Urban Growth Area and an Interlocal Agreement with Lewis County. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. McRoberts to adjourn the meeting at 6:34 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council meeting

March 19, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order by Mayor Willey at 6:00 p.m. C.M. Milanowski, C.M. Nichols, C.M. Speer, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, W/S Superintendent Webster were present. There was 1 citizen present. C.M. Dodd and Attorney Unzelman were absent.

A motion was made by C.M. McRoberts and seconded by C.M. Nichols to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the minutes from the previous regular meeting on March 5, 2024. Motion passed unanimously (C.M. Nichols abstained)

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202406 for Claim #'s 21513-21514 and 21518-21526 in the amount of $41,597.52 and Payroll #'s 21515-21517 in the amount of $2,150.00. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the purchase orders for list station degreaser from USABluebook in the amount of $612.93 including tax & shipping, waste valve replacement not covered by CDBG funds and installed by Rognlin's for the WWTP in the amount of $3,472.44, and 2 days of programming at the WWTP by Advanced Electrical in the amount of $3450.00. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Speer to approve the utility bill adjustments for Acct# 1568.3 waive the $30.00 late fee, Acct# 1513 refund of $30.92 for overpayment on final bill, and Acct# 1146 waive the $30.00 late fee. Motion passed unanimously.

OLD BUSINESS

None

NEW BUSINESS

A motion was made by C.M. Nichols and seconded by C.M. McRoberts to award the TIB Main Street reconstruction and sidewalk projects to Advanced Excavating Specialists with a bid amount of $368,523.00. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to pass Ordinance #587- Codification. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by Nichols to authorize the Mayor to sign the interlocal agreement with Lewis County for the yard waste container. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Speer to have our UGA remain under Lewis County zoning regulations and reject an interlocal agreement allowing the Town to co-manage the UGA. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. McRoberts to adjourn the meeting at 6:18 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

3/5/2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. McRoberts, C.M. Speer, C.M. Dodd, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were 2 citizens present including Commissioner Pollock. C.M. Nichols was absent.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the agenda with the addition of the Senior/Disabled Low-income application for Acct #1023. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the minutes from the regular meeting on 02/20/2024. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve Blanket Voucher #202405 for Claim #'s 21487, 21498-21512 in the amount of $52,956.26 and Payroll #'s 21488-21497 in the amount of $21,434.48 for a Grand Total of $74,390.74. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Dodd and seconded by C.M. McRoberts to approve the Utility Bill adjustments for Acct# 1357.0 & 1357.1 in the amount of $30.00 to waive the late fees and Acct # 1208 for a refund of $28.01 for an overpayment on a final bill. Motion passed unanimously.

OLD BUSINESS

None

NEW BUSINESS

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the Senior-Disabled Low-income application for Acct# 1023. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to adjourn the meeting at 6:12 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

February 20, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Nichols, C.M. McRoberts, C.M. Milanowski, C.M. Speer, Mayor Willey and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were no citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the minutes from the previous regular meeting. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202404 for Claim #'s 21473-21474 and 21478-21486 in the amount of $10,081.12 and for Payroll #'s 21475-21477 in the amount of $2,150.00 for a Grand Total of $12,321.12. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve the purchase order for certifying lab equipment at the WWTP & WTP by Quality Control Services in the amount of $1230.00 Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve the utility bill adjustment for Acct #1625 in the amount of $180.00 for a leak in the service line from the Mauerman Rd. project. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. McRoberts to approve Resolution #273- Local Government Investment Pool. Motion passed unanimously. (C.M. Nichols abstained)

A motion was made by C.M. Speer and seconded by C.M. Milanowski to set June 22, 2024, for Spring Clean-up and Recycle event. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Dodd and seconded by C.M. Nichols to adjourn at 6:15 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting
February 6, 2024
6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Milanowski. C.M. Nichols, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, and Water/Sewer Superintendent Webster were present. C.M. Speer and Attorney Unzelman were absent. There was 1 citizen present.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the minutes from the regular meeting on 01/16/24 and the Special Meeting on 01/23/24. Motion passed unanimously (C.M. Nichols abstained from the vote relating to the Special Meeting.)

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to approve Blanket Voucher #202403 for Claim #'s 21446, 21457-21472 in the amount of $66,584.13 and Payroll #'s 21447-21456 in the amount of $23,620.11 for a Grand Total of $90,204.24. Clerk/Treasurer Oster noted that there may be a need to amend the payroll amounts due to incorrect deductions/benefits. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the purchase orders for Advanced Electrical for an additional day of required programming at the WWTP with an estimate of $1725.00, parts for new washdown hoses at the WWTP through USA Bluebook in the amount of $1235.59, composite sampler through Whitney Equipment for the WWTP in the amount of $10117.00 not including sales tax, Turbidimeter calibration kit for the WTP through USA Bluebook in the amount of $353.46. The purchase order for brakes on the Ford F-150 was not included in the motion for approval. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the Utility Bill Adjustment for Acct# 1490 in the amount of $79.50 for a Clerk error related to billing not reflecting the Senior Discount. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Nichols and seconded by C.M. Milanowski to authorize Clerk/Treasurer Oster to sign the Data Agreement with the State Auditors Office. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the Interlocal Agreement with Lewis County for 911 communications. Motion passed unanimously.

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Nichols to adjourn the meeting at 6:31 p.m. Motion passed unanimously.

APPROVED Jari Willey

ATTESTED

Special Meeting

Marshal Position Pre-employment Costs

January 23, 2024

1:00 p.m.

HYBRID MEETING- The Special Meeting was called to order at 1:00 p.m. C.M. Milanowski, C.M. Dodd, C.M. McRoberts (remote), Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Speer, C.M. Nichols, and attorney Unzelman were absent.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the costs associated with pre-employment checks (background, polygraph, and psych) for the Marshal Position with an estimated amount of $1800-$2000. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to adjourn the meeting at 1:06 p.m. Motion passed unanimously.

APPROVED Lori Willey

ATTESTED

Council Meeting

January 16, 2024

6:00 p.m.

HYBRID MEETING-The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. Dodd, C.M. McRoberts, C.M. Nichols, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were no citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the minutes from the regular meeting on 01/02/2024. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202325 (2023 Open Period) Claim #'s 21411-21421, 21423-21425, and 21430-21438 in the amount of $193,355.56 and Payroll #'s 21401-21410 in the amount of $20461.11 for a Grand Total of $213,816.67 and for Blanket Voucher #202402 for Claim #'s 21439-21443 and 21445 in the amount of $77,248.20 and Payroll #'s 21427-21429 in the amount of $2,150.00 for a Grand Total of $79,398.20. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the purchase order in the amount of $1836.00 for 27 coils of stamps for utility billing from USPS. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the utility bill adjustments for Acct# 1197 to waive the late fee in the amount of $30.00 and Acct# 1625 to waive the late fee in the amount of $30.00. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. McRoberts and seconded by C.M. Speer to authorize the Mayor to facilitate the sale of the second patrol vehicle to Morton in the amount of $8000.00. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. McRoberts to move Utility Maintenance Speer to step 3 on the union wage scale from $2808 to $2948 this increase includes the $75 increase for passing the water certification test. Motion passed unanimously (C.M. Speer abstained)

A motion was made by C.M. Dodd and seconded by C.M. Nichols to authorize Clerk/Treasurer Oster to sign the agreement to upgrade the Utility Billing software supplied by Vision. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Dodd and seconded by C.M. Speer to adjourn the meeting at 6:20 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

January 02, 2024

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Pro-Temp Milanowski. C.M. Milanowski (Mayor Pro-Temp), C.M. Speer, C.M. Nichols, C.M. Dodd, C.M. McRoberts (remotely, 6:04 p.m.), Clerk/Treasurer Oster, and Attorney Unzelman (6:04 p.m.) were present. Mayor Willey was absent. There were no citizens present.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the agenda. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve Blanket Voucher #202325 (2023 Open Period) for Claim #'s 21411-21421, 21423-21425 in the amount of $30,596.81 and Payroll #'s 21401-21410 in the amount of $22,611.11 for a Grand Total of $53,207.92 and Blanket Voucher #202401 for Claim # 21426 in the amount and Grand Total of $3,000.00. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the utility bill adjustment for Acct# 1605 waiving the late fee. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Clerk/Treasurer Oster swore in council member Chris Dodd.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to have Utility Maintenance Speer pay for a 2nd test fee and the Town will reimburse the fee if the test is passed. Motion passed unanimously (C.M. Speer abstained)

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:20 p.m. Motion passed unanimously.

APPROVED Lori Willey

ATTESTED Tina Oster