Council Meeting

December 19, 2023

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. McRoberts, C.M. Speer, Mayor Willey, Water/Sewer Superintendent Webster and Clerk/Treasurer Oster. C.M. Dodd and Attorney Unzelman were absent. There were no citizens present.

A motion was made by C.M. Milanowski 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. Speer to approve the minutes from the previous meeting. 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 #202324 for Claim #'s 21388-21400 in the amount of $341,002.20 and Payroll #'s 21385-21387 in the amount of $2,150.00 for a Grand Total of $343,152.20. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase order to Butch's Heating and Cooling in the amount of $619.85 for the emergency repair on Town Hall furnace. Motion passed unanimously.

There were no utility bill adjustments

OLD BUSINESS

NONE

NEW BUSINESS

Clerk/Treasurer swore in the newly elected officials Mayor Willey, C.M. Milanowski, and C.M. Speer.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the Senior/Disabled Discount application for Acct# 1490. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Speer to authorize Mayor Willey and Clerk/Treasurer Oster to sign the SAO Representation letter. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to increase the following employee monthly salaries as were budgeted for 2024 : Water/Sewer Superintendent Webster will increase to $4728 from $4503, Utility Maintenance Dale Randall to $3096 from $3023, Utility Maintenance Speer to $2948 from $2808 upon passing of the WTP1 test, Clerk/Treasurer Oster to $5720 from $5373. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to authorize Clerk/Treasurer Oster to Transfer $3,829.09 of ARPA funds from the Current Expense Fund to the Water Fund for the remainder of the Eastside Improvement Project. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to authorize Clerk/Treasurer Oster to transfer the budgeted amount of $13,100 from Current Expense to the Street Fund. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to pass Ordinance #586- 2023 Budget Amendment. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:25 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

December 5, 2023

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. Dodd, C.M. McRoberts, C.M. Speer, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Nichols and Attorney Unzelman were absent. Tammy Baraconi for Stoney Beach Consulting was present. There were no citizens present.

A motion was made by C.M. Speer 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 previous regular meeting on 11/21/23 and the Public Hearing for the 2024 Final Budget on 11/28/23. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to approve Blanket Voucher #202323 for Claim #'s 21370-21384 in the amount of $31,039.77 and Payroll #'s 21360-21369 in the amount of $20,308.93 for a Grand Total of $51,348.70. Motion passed unanimously.

There were no purchase orders

There were no Utility bill adjustments.

OLD BUSINESS

A motion was made by C.M. Speer and seconded by C.M. Dodd to table indefinitely Ordinance #584- vacating the Cedar Street Right-of-way north of Highway 6. Motion passed unanimously.

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. McRoberts to pass Resolution #272- Public Participation Plan for the 2025 Town of Pe Ell Comprehensive Plan update. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adopt Ordinance #585- 2024 Budget. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Dodd to adjourn the meeting at 6:21 pm. Motion passed unanimously.

APPROVED Lori Willey

ATTESTED

Public Hearing

2024 Final Budget

November 28, 2023

6:00 p.m.

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

Clerk/Treasurer Oster notified the council that some small necessary changes were made to make the balance reflect more accurate revenue and expenditure figures for 2024.

C.M. Nichols asked if there are any changes expected for revenue in the street fund due to the gas tax being reduced. Clerk/Treasurer Oster said she was not informed of any impact on the Town of Pe Ell.

There were no other questions or comments.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to adjourn the public hearing at 6:08 p.m. Motion passed unanimously.

APPROVED Tai Willey

ATTESTED

Council Meeting

November 21, 2023

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. Milanowski, C.M. Speer, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. McRoberts and Attorney Unzelman were absent. There were 2 citizens present.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the agenda with the addition of Senior/Disabled Low-Income applications. 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 11/7/23. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202322 For Claim #'s 21348-21359 in the amount of $53,318.64 and Payroll #'s 21345-21347 in the amount of $2,150.00 for a Grand Total of $55,468.64. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

NEW BUSINESS

PUBLIC HEARING- The Public Hearing for the 2024 Property Tax Levy was opened at 6:02 pm. Clerk/Treasurer Oster explained her recommendation to council was to levy the full amount allowed by law, $96,561.28 for 2024. There were no questions or comments. A motion was made by C.M. Milanowski and seconded by C.M. Dodd to close the public hearing at 6:04 p.m. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to pass resolution #271- 2024 Property Tax Levy. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to table Ordinance #584- vacating the north portion of the cedar street right-of-way. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to allocate the remaining ARPA funds, $47,672.01, to the CDBG WWTP and Lift Station Upgrade Project. Motion passed unanimously.

Clerk/Treasurer Oster explained that the Exit Conference for the 2020-2022 Audit was scheduled for December 5, 2023 at 1:30 p.m.

Patrick Oechsner addressed the council asking for support to establish a day where we as a community show our appreciation for Kevin Aselton, aka UPS Kevin, for going above and beyond to ensure that packages are delivered on time and to the correct addresses. A motion was made by C.M. Milanowski and seconded by C.M. Dodd to support Mayor Willey signing the Mayoral Proclamation establishing December 1 of each year UPS Kevin Day. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve Acct #1150, 1109, and 1586 for the Low Income Senior and/or disabled discount program, and keeping the final renewal application on the program because they still qualify. Motion passed unanimously.

ADJOURN

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

APPROVED_____

ATTESTED_____

Council Meeting

November 7, 2023

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, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. C.M. Nichols and C.M. Dodd were absent. There were 4 citizens present.

A motion was made by C.M. Speer 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 to approve the minutes from the regular meeting on 10/17/2023 and the Special Meeting for the utility vehicle payment on 10/19/2023. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Milanowski to approve Blanket Voucher #202321 for Claim #21306-21311, 21322-21323, and 21325-21344 in the amount of $119,294.32 and Payroll #'s 21312-21321 in the amount of $22552.82 for a Grand Total of $141,847.14. (21324-**voided**) Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to approve the purchase orders for weight limit signs for the Kelso bridge from the WSDOT Sign Shop in the amount of $556.20 not including tax and shipping, Replacement power supply for the composite sampler at the WWTP in the amount of $1110.71, and approximately $1800-$2000 for a psych eval., polygraph, and background check for the marshal position. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the utility bill adjustments. Motion passed unanimously.

OLD BUSINESS

A motion was made by C.M. Speer and seconded by C.M. Milanowski to table Ordinance #583-subdivision amending ordinance until after the first of the year. Motion passed unanimously.

NEW BUSINESS

PUBLIC HEARING- The public hearing for the 2024 Preliminary Budget was called to order at 6:05 p.m. Clerk/Treasurer Oster explained the only significant changes to the budget were the police department, an upgrade to the new Vision utility software, and a new fence at Forst Lawn Cemetery. There were no questions or comments from the Town Council or citizens. A motion was made by C.M. Speer and seconded by C.M. Milanowski to close the public hearing at 6:10 p.m. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to authorize the mayor to sign the Gray & Osborne Contract Amendment #1 for the WWTP & Lift Station Project #21223. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to authorize the Mayor to sign the Gray & Osborne Contract Amendment #4 for the Chehalis River Secondary Intake Project #22256. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to authorize the Mayor to sign the Comprehensive Plan Consultant Contract with Stoney Beach Consulting. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the renewal of all current accounts currently under the Senior Discount Program because their income still qualifies them for the program. Acct. # 1502 was also renewed because they qualify under the new income requirements reflected in amending Ordinance #578. Clerk/Treasurer Oster is still waiting on documentation for 1 account due to an error in the list of accounts that are under the program, this account will be addressed at the next meeting. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. McRoberts to adjourn the meeting at 6:25 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Special Meeting

Utility Vehicle Payment

October 19, 2023

3:30 p.m.

HYBRID MEETING- The Special Meeting was called to order by Mayor Willey at 3:30 p.m. C.M. Dodd, C.M. Milanowski, C.M. Nichols, C.M. Speer, C.M. McRoberts (remote), Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were no citizens present.

Mayor Willey informed the council that our Utility vehicle was delivered at approximately 10:30 a.m. He is requesting authorization to pay for the vehicle in full including the licensing fees.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to issue a check to Dwayne Lane for the 2023 Dodge Ram 1500 in the amount of $46,223.39 which includes sales tax and a check to DOL for $61.75 for licensing fees. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 3:31 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting
October 17, 2023
6:00 p.m.

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

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the agenda with the addition of setting Budget Public Hearings to New Business. 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. (C.M. Nichols abstained)

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202320 for Claim #'s 21283-21284 and 21288-21305 in the amount of $11,845.86 and Payroll #'s 21285-21287 in the amount of $2,150.00 for a Grand Total of $13,995.86. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders to WETRC for Isaac to take the Water operator Exam review class in the amount of $340.00 and a quote for Washington street water tap parts from HD Fowler in the amount of $785.53 including tax and shipping. 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# 1624 in the amount of $30.40 for a refund on over payment on the final bill, Acct# 1240 in the amount of $317.13 for a refund on over payment on the final bill, and Acct# 1276 in the amount of $8.69 for a refund on over payment on the final bill. Motion passed unanimously.

OLD BUSINESS

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to table Ordinance #583 amending Subdivision Ordinance. Motion passed unanimously.

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Speer to select Stoney Beach Consulting, LLC to preform our 2025 Comprehensive Plan Update. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to authorize the Mayor to sign the Sign Shop agreement with WSDOT for traffic signs. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to set November 7, 2023 @ 6:00 p.m. for a Public Hearing on the preliminary budget, November 21, 2023 @ 6:00 p.m. for the Public Hearing on the Property tax Levy, and November 28, 2023 @ 6:00 p.m. for the Public Hearing on the Final Budget. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:25 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

October 3, 2023

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. Speer, C.M. McRoberts, C.M. Milanowski, Mayor Willey, Clerk/Treasurer Oster (remote) and Attorney Unzelman were present. C.M. Nichols was absent. There were 3 citizens present including Commissioner Pollock.

A motion was made by C.M. Speer 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 10/19/2023 and the Police Services Workshop on 9/26/2023. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher 202319 for Claim #'s 21255-21266 and 21267-21282 in the amount of $167,220.60 and for Payroll #'s 21257-21266 in the amount of $22,443.34 for a Grand Total of $189,663.94. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase order to Advanced Analytical Solutions for a Lab Accreditation Test in the amount of $846.00. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Mayor Willey to sign the Interlocal Agreement Amendment with the Lewis County Sheriff's office regarding the jail bed days. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to set the starting salary for the Marshal position at $60,000/year with full benefits after the 90-day probation period and accepted applicants who will need to attend the police academy. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to pass Ordinance #578 amending the Water & Sewer Ordinance. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to pass Ordinance #580 amending the Zoning Ordinance. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to pass Ordinance #581 amending the Sign Ordinance.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to pass Ordinance #582 repealing the Fireworks Ordinances. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to table Ordinance #583 amending the Subdivision Ordinance until the next meeting on 10/17/2023. Motion passed unanimously.

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adjourn the meeting at 6:22 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Workshop

Police Services

September 26, 2023

6:00 p.m.

HYBRID MEETING- The Workshop for police services was called to order at 6:00 p.m. by Mayor Willey. C.M. Milanowski, C.M. Nichols, C.M. McRoberts (remote), C.M. Speer (remote), Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Dodd and Attorney Unzelman were absent. There were 7 citizens present.

Council discussed expenses and budget requirements related to the Morton Police Contract, sheriff response/coverage, or options to hire a full-time Marshal.

No decision was made.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to adjourn at 6:17 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

September 19, 2023

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. Speer, C.M. Milanowski, C.M. Nichols, C.M. McRoberts, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were 4 citizens 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 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 #202318 for Claim #'s 21241-21254 in the amount of $74,143.61 and Payroll #'s 21238-21240 in the amount of $2,150.00 for a Grand Total of $76,293.61. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve the purchase order to H.D. Fowler for re-stocking water line replacement parts in the amount of $2,365.04. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the utility bill adjustment for Acct #1524.6 for a refund of $49.36 for overpayment on the final bill. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

PUBLIC HEARING- The public hearing was called to order at 6:03 p.m. for the 312 Pleasant Ave. variance request. Clerk/Treasurer Oster notified the council that the Town had received 2 comments from property owners within 300 ft of the property. The council discussed the reduction of setbacks and asked questions of the property owner requesting the variance. A motion was made by C.M. Milanowski and seconded by C.M. Nichols to close the Public Hearing at 6:23 p.m.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to allow for a reduction of setback at the rear of the property to 6 ft, but no reduction of setback at the front of the property and will remain 20 ft. The vote was 3 yays- C.M. Dodd, C.M. Milanowski, and C.M. McRoberts 2 nays- C.M. Nichols and C.M. Speer. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to set a Police Services Workshop for September 26, 2023 at 6:00 p.m. Motion passed unanimously.

There was no motion to set a Codification workshop

A motion was made by C.M. Dodd and seconded by C.M. Speer to move forward with the Cedar Street vacation on the north side of Highway 6 for wetland mitigation. Motion passed unanimously.

ADJOURN

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

APPROVED_____

ATTESTED_____

Council Meeting

September 5, 2023

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. Milanowski, C.M. Speer, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were 2 citizens present as well as Dan Mortensen- Mayor City of Morton and Lewis County Commissioner Lindsey 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. Milanowski and seconded by C.M. Speer to approve the minutes from the previous meeting. Motion passed unanimously (Nichols abstained)

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202317 for Claim #'s 21205 and 21216-21237 in the amount of $162,772.88 and for Payroll #'s 21206-21215 in the amount of $22,419.84 for a Grand Total of $185,192.72. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase orders for required monitoring equipment and supplies at the Water Treatment Plant with an estimate of $2357.43 including tax & shipping from USABluebook and an estimate of $2953.72 from Fire Mountain farms to have the dry biosolids removed from the WWTP. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the Utility Bill adjustments for Acct# 1619 Waive $ 30.00 Late Fee, Acct# 1668 Waive Late Fee, and Acct# 1409 Refund of $4.28 for overpayment on Final Bill. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Mayor Willey, Mayor Mortensen, and Attorney Unzelman gave an update to the Town Council regarding our police services.

A motion was made by C.M. Nichols and seconded by C.M. Speer to move forward with an Interlocal Agreement with Lewis County for portions of our Comprehensive Plan update. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to accept the Mauerman Rd. Water Line Replacement Project as complete. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to authorize Clerk/Treasurer Oster to transfer $137,110.90 of ARPA funds from Current Expense to the Water Fund for costs that were associated with the Mauerman Rd. Water line replacement project. Motion passed unanimously.

Clerk/Treasurer Oster updated the council on the progress of the Codification of our municipal code. Proofs were sent digitally to each council member and any changes need to be addressed in the 45 day window.

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adjourn the meeting at 6:35 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

August 15, 2023

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. McRoberts, C.M. Dodd (remote), Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Nichols and attorney Unzelman were absent. There were 2 citizens present.

A motion was made by C.M. Milanowski to 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. Milanowski to approve the minutes from the previous meeting with a correction to the utility bill adjustment for Acct# 1721 the amount should have been $611.99. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. McRoberts to approve Blanket Voucher #202316 for Claim #'s 21189 and 21193-21204 in the amount of $51,734.41 and Payroll #'s 21190-21192 in the amount of $2150.00 for a Grand Total of $53,884.41. Motion passed unanimously.

There were no purchase orders

There were no utility bull adjustments

OLD BUSINESS

NONE

NEW BUSINESS

Clerk/Treasurer Oster informed Council that there may be a request to vacate the Cedar Street right of way on the north side of Highway 6. The Town has received 2 building permits for parcels located on Chris Rd, but there are some wetland concerns. The Town is waiting to receive an updated Critical Area Report to see what can be done to facilitate the development of those parcels moving forward.

ADJOURN

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

APPROVED_____

ATTESTED_____

Council Meeting

8/1/2023

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order by Mayor Willey at 6:00 p.m. C.M. Dodd, C.M. Milanowski, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. C.M. McRoberts and C.M. Nichols were absent. There was 1 citizen 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. 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. Speer to approve Blanket Voucher #202315 for Claim #'s 21163 and 21174-21187 in the amount of $39,620.77 and Payroll #'s 21164-21173 in the amount of $22,343.00 for a Grand Total of $61963.77. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders for Clerk/Treasurer Oster to attend the Vision Training Conference including lodging in the amount of $1270 plus tax & Fees, billing forms through Vision in the amount of $413.00 plus tax & shipping, and a water meter for the Weyerhaeuser service through HD Fowler in the amount of $2913.93. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the utility bill adjustment for Acct# 1143 waive overage in the amount of $120.00 for a leak in the service line, Acct# 1633 waive overage in the amount of $24.00 for a leak in the service line, Acct# 1720 Waive overage for a billing error during home sale in the amount of $324.00, and Acct# 1720 waive overage for a billing error during home sale in the amount of $611.19. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

PUBLIC HEARING- The 6-year Transportation Improvement Plan public hearing was called to order at 6:07 p.m. Mayor Willey explained to the council the possible transportation improvement projects listed for 2024-2029, which gives the Town the ability to apply for funding. A citizen asked if these were projects for sidewalks, and Mayor Willey responded that yes, they are as well as street reconstruction. There were no further questions or comments. The Public Hearing was closed at 6:10 p.m.

A motion was made by C.M. Dodd and seconded by C.M. Speer to pass Resolution #270- 6 year Transportation Improvement Plan. Motion passed unanimously.

ADJOURN

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

APPROVED_____

ATTESTED_____

Council meeting

July 18, 2023

6:00 p.m.

HYRBID MEETING- The regular meeting was called to order by Mayor Willey at 6:00 p.m. C.M. Milanowski, C.M. Dodd, C.M. Speer, C.M. Nichols, C.M. McRoberts, Mayor Willy, and Clerk/Treasurer Oster were present. 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. 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. Dodd to approve Blanket Voucher #202314 for Claim #'s 21152 and 21156-21162 in the amount of $3,022.88 and Payroll #'s 21153-21155 in the amount of $2,150.00 for a Grand Total of $5,172.88. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase order for lift station degreaser through USA Bluebook with an estimate of $323.35. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts to approve utility bill adjustment for Acct# 1705 for a refund of $265.00 for an overpayment on final bill. Motion passed unanimously.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adjourn the meeting at 6:06 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

July 6, 2023

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 pm. by Mayor Willey. C.M. Nichols, C.M. Milanowski, C.M. McRoberts (remote), C.M. Speer, Clerk/Treasurer, Mayor Willey, and W/S Superintendent Webster (remote) were present. There were no citizens present.

A motion was made by C.M. Speer 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. Nichols the approve the minutes from the regular meeting on 6/20/2023, Emergency Meeting on 6/21/2023, Special Meeting on 6/27/2023, and the Special Meeting on 6/28/2023. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve Blanket Voucher #202313 for Claim #'s 21131-21151 in the amount of $72,501.72 and Payroll #'s 21121-21130 in the amount of $19, 403.98 for a Grand Total of $91,905.70. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase order for the installation of the transducer $3495.00 + tax and any fees associated with the programming needed. Motion passed unanimously.

There were no utility bill adjustments.

OLD BUSINESS

NONE

NEW BUSINESS

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to accept the Eastside project complete. Motion passed unanimously.

ADJOURN

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

APPROVED_____

ATTESTED_____

Special Meeting

Water/Sewer Superintendent Pay & WWTP operator contract

6/28/2023

3:00 p.m.

HYBRID MEETING- The Special meeting was called to order at 3:00 p.m. by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. Nichols, Mayor Willey, Clerk/Treasurer Oster, and W/S Superintendent Webster were present. C.M. Dodd, C.M. McRoberts, and Attorney Unzelman were absent. There were no citizens present.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to move Ryan Webster to Step 1 on the Water/Sewer Superintendent union pay scale. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to cancel the WWTP operator contract with Justin Phelps effective immediately. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to adjourn the meeting at 3:03 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Special Meeting

Water-Sewer Ordinance Workshop

6/27/2023

4:00 p.m.

HYBRID MEETING- The Water-Sewer Ordinance Workshop was called to order at 4:04 p.m. by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. Nichols, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Dodd, C.M. McRoberts and Attorney Unzelman were absent. Commissioner Pollock was present. There were no citizens present.

Clerk/Treasurer Oster went over some requirements that needed to be changed to be aligned with state law. Council discussed possible changes to the ordinance including policy changes, fees and income requirements for low income/senior discount program.

No decisions were made.

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 4:47 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Emergency Meeting

Washington Street Repair

6/21/2023

2:00 p.m.

HYBRID MEETING- The Emergency Meeting was called to order at 2:00 p.m. by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. McRoberts, C.M. Nichols, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Dodd and Attorney Unzelman were absent. There were no citizens present.

Mayor Willey explained that there was a part needed to repair the water line on Washington Street for approximately $350.00.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve up to $400.00 for the parts needed to repair the leak on Washington Street. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Nichols to adjourn the meeting at 2:01 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

6/20/2023

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. McRoberts, C.M. Nichols, C.M. Dodd, Mayor Willey, Attorney Unzelman, and Water/Sewer Superintendent Webster were present. Clerk/Treasurer Oster was absent. 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. Speer and seconded by C.M. Milanowski 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. Milanowski to approve Blanket Voucher #202312 for Claim #'s 21106-21108 and 21112-21117 in the amount of $6,755.12 and Payroll #'s 21110 and 21119-21120 in the amount of $2,150.00 for a Grand Total of $8,905.12. Motion passed unanimously.

There were no purchase orders

OLD BUSINESS

There was no old business

NEW BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Speer to correct the Utility Billing sheet from June 1st Council for Acct# 1565 in the amount of $261.00 to Acct# 1564 in the amount of $216.00 and a correction from Acct# 1623 to Acct# 1678 with the corrections also reflected in the June 6, 2023 minutes. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to cancel the regular meeting set for July 4, 2023, @ 6:00 and set a Special Meeting for July 6th, 2023 @ 6:00 p.m. to reflect the 4th of July conflict. Motion passed unanimously.

ADJOURN

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

APPROVED_____

ATTESTED_____

Council Meeting

June 6, 2023

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. Dodd, Mayor Willey, Clerk/Treasurer Oster, and Water/Sewer Superintendent Webster were present. C.M. McRoberts, C.M. Nichols, and Attorney Unzelman were absent. There were 2 citizens present including Commission Pollock.

A motion was made by C.M. Milanowski and seconded by C.M. Speer 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. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202311 for Claim #'s 21070 and 21082-21105 in the amount of $130,214.91 and Payroll #'s 21071-21075 and 21077-21081 in the amount of $17,693.62 for a Grand Total of $147,908.53. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase order of up to $1000.00 to Advanced Analytical for supplies required for Dept. of Ecology Lab accreditation. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the Utility bill adjustments for Acct# 1564 waive overage due to leak in service line in the amount of $216.00, Acct# 295.41 refund of $295.41 overpayment on final bill, Acct# 1574 refund of $265.00 for overpayment on final bill, and Acct# 1678 Adjustment of $97.50 for a clerk error- acct moved to stand-by. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

PUBLIC HEARING- *The public hearing for the CDBG Eastside Close-out was called to order at 6:04 p.m. There were no questions or comments. A motion was made by C.M. Milanowski and seconded by C.M. Dodd to move forward with the Close-out of The CDBG Eastside project. Motion passed unanimously. A motion was made by C.M. Milanowski and seconded by C.M. Dodd to close the Public Hearing at 6:05 p.m. Motion passed unanimously.*

A motion was made by C.M. Speer and seconded by C.M. Milanowski to support the 911 center sales tax on the November ballot and authorize the mayor to sign the Combined User Committees letter of support to the Lewis County BOCC. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to donate $1000 to the 4th of July festivities, $500 from the Town of Pe Ell and the $500 donation received from Weyerhaeuser. Motion passed unanimously.

Council Meeting

May 16, 2023

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. McRoberts, Mayor Willey, and 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. Milanowski 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. Milanowski to approve the minutes. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. McRoberts to approve Blanket Voucher #202310 For Claim #'s 21056-21069 in the amount of $30,613.45 and Payroll #'s 21054-21055 in the amount of $1,750.00 for a Grand Total of $32,363.45. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Speer to approve the purchase orders for a new All-in-One HP printer with ink from Amazon in the estimated amount of $360.06 and Brass fittings with a back-up pump for the Hill St. booster station in the amount of $2,753.99. Motion passed unanimously.

There were no utility bill adjustments.

OLD BUSINESS

NONE

NEW BUSINESS

Mayor Willey and Clerk/Treasurer Oster informed the council that the sales tax increase to support the new 911 center previously discussed at the previous meeting with Fire Chief Burmeister is a tax that the county will have on the November election ballot. The specific tax amount hasn't been decided yet.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to award the WWTP-Lift Station upgrade contract to Roglin's and authorize the mayor to sign the contracts. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. McRoberts to keep the Spring Clean-up time and pricing the same as 2022, and if there would be no additional cost for delivery of a 2nd dumpster to have Mayor Willey schedule 2 dumpsters for the event. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to authorize Mayor Willey to sign the Utility Arrearage Amendment which will cancel the contract and de-obligate funds from the Dept. of Commerce to the Town of Pe Ell. Motion passed unanimously.

ADJOURN

A motion was made by C.M. McRoberts and seconded by C.M. Speer to adjourn at 6:25 p.m. Motion passed unanimously.

APPROVED Jeri Willey

ATTESTED

Council Meeting
May 5, 2023
6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. C.M. Nichols, C.M. Milanowski, C.M. Dodd, C.M. Speer, C.M. McRoberts, Mayor Willey, Clerk/Treasurer Oster, Water/Sewer Superintendent Webster, and Attorney Unzelman were present. There were 3 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. 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 #202309 For Claim #'s 21026-21027 and 21038-21053 in the amount of $64,875.19 and for Payroll #'s 21029-21037 in the amount of $17,214.01 for a Grand Total of $82,089.20. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to table the purchase of new fencing materials for Forest Lawn Cemetery until the next budget. 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 #1339 waive the $30.00 late fee. Motion passed unanimously.

OLD BUSINESS

NONE

NEW BUSINESS

Attorney Unzelman addressed the council about the progress on the ATV/SxS Ordinance and any licensing or equipment requirements under state law.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to amend the minutes to reflect the addition of "and seconded by C.M. Speer" to the Blanket Voucher motion. Motion passed unanimously.

Clerk/Treasurer Oster briefly explained the 2022 Annual Financial Report to the Council. There were no questions or comments and the report is ready for submission.

A motion was made by C.M. Speer and seconded by C.M. Dodd to not pursue any grant funding for EV charging stations at this time. Motion passed unanimously.

A motion was made by C.M. Nichols and C.M. Speer to send a letter of support to Lewis County PUD regarding the funding for broadband service to Pe Ell, Doty and Dryad. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize Clerk/Treasurer Oster to renew the contract with MRSC for our Small Works and Consultant Rosters. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:34 pm. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

April 18, 2023

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. McRoberts, C.M. Dodd, Mayor Willey, Clerk/Treasurer Oster, and Water/Sewer Superintendent Webster were present. Attorney Unzelman was absent. There were 6 citizens present as well as Eric Noah and Jon Hinton from Gray & Osborne.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the agenda with the change of Chief Morningstar to Fire Chief Burmeister. Motion passed unanimously.

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

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve Blanket Voucher #202308 for Claim #'s 21009-21025 in the amount of $47238.76 and Payroll #'s 21007-21008 in the amount of $1750.00 for a Grand Total of $48,988.76. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase order in the amount of $300.00 for a 3-day WWTP refresher class for Ryan Webster. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the utility bill adjustments for Acct# 1389 for a refund in the amount of $273.75 for overpayment on final bill and Acct# 1064 a refund in the amount of $4.34 for overpayment on final bill. Motion passed unanimously.

OLD BUSINESS

There was no old business

NEW BUSINESS

PUBLIC HEARING- The Public Hearing regarding the Shoreline Master Plan Periodic Review was called to order at 6:03 p.m. Jon Hinton with Gray & Osborne went through the SMP checklist and explained all changes that are proposed for the Shoreline Management Plan. Steven Ellis commented about the 200 ft. shoreline buffer is different from the 150ft stream buffer and property owners not being able to build on their properties. Jon Hinton explained the 200 ft measurement is from the high-water mark and any construction can be considered by the Town on an individual basis to protect the shoreline environment. There were no other questions or comments. The Public Hearing closed at 6:17 p.m.

A motion was made by C.M. Dodd and seconded by C.M. Speer to accept the recommendation from Gray & Osborne to select Nova Contracting, Inc for the Mauerman Rd. Water line replacement. Motion passed unanimously.

Fire Chief Burmeister address the council regarding a request from the Lewis County Commissioners to support the new 911 center and the possibility of a 2/10 sales tax increase to fund the new center.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to authorize Clerk/Treasurer Oster to void check #20385 for March 2022 Union retirement and reissue new check with the correct amount of $239.20. Motion passed unanimously

A motion was made by C.M. Speer and seconded by C.M. Milanowski to accept a dump truck load of compost from Lewis County from the Centralia Wastewater plant for citizen use in lawns and flower beds, but not for use in vegetable gardens. Motion passed unanimously.

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

April 4, 2023

6:00 p.m.

HYBRID MEETING- The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Nichols, C.M. Milanowski, C.M. Speer, C.M. Dodd (remote), Mayor Willey, Clerk/Treasurer Oster, and Water/Sewer Superintendent Webster were present. C.M. McRoberts and Attorney Unzelman were absent. There were 2 citizens present as well as 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. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve Blanket Voucher #202307 for Claim #'s 20985-21006 in the amount of $69,288.79 and Payroll #'s 20976-20984 in the amount of $15,590.61 for a Grand Total of $84,879.40. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the purchase order for the service of HVAC systems at the Town Hall and WWTP by Magruder Heating & Cooling up to $1000.00 and for new LED bulbs for the WWTP through Amazon in the amount of $420.39 including tax & shipping. Motion passed unanimously.

There were no utility bill adjustments.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:12 p.m. Motion passed unanimously.

APPROVED Jai Willey

ATTESTED Tina Oster

Council Meeting

March 21, 2023

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. Speer, C.M. McRoberts, Clerk/Treasurer Oster, Water/Sewer Superintendent Webster, Utility Maintenance Randall, and Mayor Willey were present. Attorney Unzelman was absent. There was 1 citizen present.

A motion was made by C.M. Milanowski 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 of the previous meeting. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve Blanket Voucher #202306 for Claim #'s 20965-20975 in the amount of $46,223.66 and Payroll #'s 20963-20964 in the amount of $1,750.00 for a Grand Total of $47,973.66. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

OLD BUSINESS

There was no old business

NEW BUSINESS

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve ordering a new utility vehicle off the Department of Enterprise Services state contracts for a 2023 Dodge Ram Tradesman 1500 V6 with selected upgrades of Quad cab, trailer receiver hitch, Parksense rear parking assist system, all-terrain tires, and spray in bedliner with a quote of $46,223.39 including tax. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Dodd to approve increasing the salary for Utility Maintenance Dale Randall from $2808 to $3023 ($2948 + $75) for passing his WTP OIT and WDM tests. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:12 p.m. Motion passed unanimously.

APPROVED Jai Willey

ATTESTED

Council Meeting

3/7/2023

6:00 p.m.

HYBRID MEETING- The meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. McRoberts (remote), C.M. Speer, C.M. Nichols, C.M. Dodd, C.M. Milanowski, Mayor Willey, and Attorney Unzelman were present. Clerk/Treasurer Oster was absent. There were 2 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. 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. Dodd to approve Blanket Voucher #202305 for Claim #'s 20932 & 20942-20962 in the amount of $53,472.41 and Payroll #'s 20933-20941 in the amount of $16,890.08 for a Grand Total $70,362.49. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve the purchase orders for service and tune-up repair quote for law equipment in the amount of $323.40 at Service Saw and 7 metal signposts in the amount of 697.08 including tax and shipping from Uline. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the utility bill adjustment for Acct# 1647 waiving the $30.00 late fee due to a clerk error. Motion passed unanimously.

OLD BUSINESS

A motion was made by C.M. Speer and seconded by C.M. Nichols to remove 407 Washington Street Clean-up from the agenda. Motion passed unanimously.

NEW BUSINESS

There was no new business

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:17 p.m. Motion passed unanimously.

APPROVED Jai Willey

ATTESTED

Council Meeting

February 21, 2023

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 (remote), C.M. McRoberts (remote), Mayor Willey, Clerk/Treasurer Oster, and Water/Sewer Superintendent Webster were present. Attorney Unzelman was absent. There was 1 citizen present.

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

A motion was made by C.M. McRoberts 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. Dodd to approve Blanket Voucher #202304 for Claim #'s 20917 and 20920-20931 in the amount of $38,699.56 and for Payroll #'s 20918-20919 in the amount of $1750.00 for a Grand Total of $40,449.56. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve the purchase orders for 27 coils for stamps from USPS for utility billing and town business in the amount of $1701.00 and Thermometers for the WWTP from USAbluebook in the amount of $415.91. Motion passed unanimously.

There were no utility bill adjustments.

OLD BUSINESS

There was no old business

NEW BUSINESS

Clerk/Treasurer Oster notified the council that on the 2/7/23 utility adjustments, an error for Acct# 1557 overage on the account was $120 not $385 and the adjustment was made to reflect the correct amount.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to table the 407 Washington St. Clean-Up until the attorney could gather more information. Motion passed unanimously.

ADJOURN

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

APPROVED _____

ATTESTED _____

Council Meeting
February 7, 2023
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. McRoberts, C.M. Nichols, C.M. Milanowski, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman was present. C.M. Dodd was absent. There were 2 citizens present including Lewis County Commissioner Pollock.

A motion was made by C.M. Milanowski and seconded by C.M. McRoberts 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. Speer and seconded by C.M. Milanowski to approve Blanket Voucher #202303 for Claim #'s 20881, 20891-20897, and 20899-20916 in the amount of $99,716.71 and for Payroll #'s 20882-20890 in the amount of $15,276.24 for a Grand Total of $114,992.95. Motion passed unanimously.

A motion was made by C.M. McRoberts and seconded by C.M. Milanowski to approve the purchase order in the amount of $2949.93 for 6 water meters and 12 meter setters from H.D. Fowler. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the utility bill adjustments for Acct# 1557 waive overage in the amount of $385.00 for a leak in the service line, Acct# 1602.3 waive overage in the amount of $2004.00 for a leak in the service line, and Acct# 1188 a refund in the amount of $13.04 for an overpayment on final bill. Motion passed unanimously.

OLD BUSINESS

A motion was made by C.M. Speer and seconded by C.M. McRoberts to not move forward with the Town providing alley maintenance between east 6th Ave & 7th Ave and require the property owner to provide rock for his business at their cost. Motion passed unanimously.

NEW BUSINESS

Clerk/Treasurer Oster explained to the council the required training for the council as well as employees to ensure we are in compliance with member standards for insurance, RMSA.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn the meeting at 6:17 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

January 17, 2023

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. Speer, C.M. McRoberts, C.M. Nichols, and Mayor Willey were present. Clerk/Treasurer Oster and Attorney Unzelman were absent. 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. 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. McRoberts to approve Blanket Voucher 202225 covering the 2022 Open Period to now include Claim #'s 20866 and 20869-20874 for a new Claim amount of $63,769.71 with an updated Grand Total of $78,179.85 and Blanket Voucher #202302 for Claim #'s 20875-20880 in amount of $67,613.63 and Payroll #'s 20867-20868 in the amount of $1750.00 for a Grand Total of $69,363.63. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

OLD BUSINESS

A motion was made by C.M. Speer and seconded by C.M. Nichols to table the decision about the alley maintenance between E. 6th and 7th Ave. Motion passed unanimously.

NEW BUSINESS

A motion was made by C.M. Milanowski and seconded by C.M. Speer to authorize the mayor to sign the TIB Consultation Agreement with Gray & Osborne for the 2023 TIB projects. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to pass Resolution #269- supporting the renaming of the Riffe Lake Overlook in honor of the late Commissioner Gary Stamper. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Nichols and seconded by C.M. Speer to adjourn at 6:08 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting
January 3, 2023
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. McRoberts, C.M. Milanowski, C.M. Speer, C.M. Nichols, Mayor Willey, and Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were 5 citizens present including Lewis County Commissioner Pollock.

A motion was made by C.M. Milanowski 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. McRoberts to approve the minutes from the previous meeting. Motion passed unanimously (4 votes, C.M. Nichols abstained)

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the current Claims and Payroll for Blanket Voucher #202225 covering the December 2022 Open Period with expected additions for the next meeting. Blanket Voucher #20225 Claim #20829-20831, 20850-20861, and 20864-20865 in the amount of $61,803.24 and Payroll #'s 20841-20849 in the amount of $14,410.44 for a Grand Total of $76,213.68 and Blanket Voucher #202301 for Claim #'s 20862-20863 in the amount of $9,284.00 for a Grand Total of $9,284.00. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase order for the 3-day water exam class for Utility Maintenance Dale Randall in the amount of $300.00. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to approve the utility bill adjustments for Acct# 1261 Waive Late Fee in the amount of $30.00 customer paid the incorrect amount, Acct# 1605 Waive Late Fee in the amount of $30.00 due to a clerical error, and Acct# 1139 Waive Late Fee in the amount of $30.00 due to a clerical error. Motion passed unanimously.

OLD BUSINESS

There was no old business

NEW BUSINESS

A motion was by C.M. Speer and seconded by C.M. Milanowski to accept the recommendation from Mayor Willey to appoint Tauna Fielder-Garrison, Tammie Hetrick, and Joe Dunn to the Planning Commission. Motion passed unanimously.

ADJOURN

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:08 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____