Council Meeting
December 16, 2025
6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Speer, C.M. Dodd, C.M. Fiedler, C.M. Milanowski, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Nichols and Attorney Unzelman were absent. There were 3 citizens 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. 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. Fiedler and seconded by C.M. Speer to approve Blanket Voucher #202524 for Claim #'s 22467 and 22471-22483 in the amount of $15,302.23 and Payroll #'s 22468-22470 in the amount of $2,150.00 for a Grand Total of $17,452.23. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments

**NEW BUSINESS**

Mayor Willey and the Town Council present Krista Little with the 2025 Volunteer of the Year award.

A motion was made by C.M. Speer and seconded by C.M. Fiedler to set a Water/Sewer Ordinance and other fees Workshop for January 13, 2026 @ 6:00 p.m. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to pass Ordinance #595- 2025 Budget Amendment. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Clerk/Treasurer Oster to make the budgeted transfer of $19,800 from Current Expense to the Street Fund

A motion was made by C.M. Dodd and seconded by C.M. Speer to withdraw the full amount from the CD held at Gesa Credit Union and place the required USDA amount in the Sewer Bond Reserve Fund and any remaining fund into the Sewer Fund. Any further investment decisions will occur after the new year. Motion passed unanimously.

C.M. Fiedler took her oath of office for her new 4-year term.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting

December 2, 2025

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, Clerk/Treasurer Oster, and Attorney Unzelman were present. Commissioner Pollock was present. 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. Dodd and seconded C.M. Speer to approve the minutes from the previous regular meeting on November 18th and the Public Hearing- 2026 Final Budget on November 25th. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve Blanket Voucher #202523 for Claim #'s 22452-22466 in the amount of $51,336.49 and Payroll #'s 22442-22451 in the amount of $22,926.47 for a Grand Total of $74,262.96. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to approve the Utility Bill adjustment for Acct# 1161 to waive the overage in the amount of $60.00 for a leak in the service line. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

A motion was made by C.M. Dodd and seconded by C.M. Speer to award 2025 Volunteer of the Year to Krista Little with a presentation at the next meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to pass Ordinance #591- 2026 Budget. Motion passed unanimously.

**ADJOURN**

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

APPROVED_____

ATTESTED_____

Public Hearing

2026 Final Budget

November 25, 2025

6:00 p.m.

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

There were no comments or questions

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to adjourn the meeting at 6:01 p.m.

APPROVED_____

ATTESTED_____

Council Meeting

November 18, 2025

6:00 p.m.

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

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

A motion was made by C.M. Fiedler and seconded by C.M. Dodd to approve Blanket Voucher #202522 for Claim #'s 22423 and 22427-22440 in the amount of $36,324.01 and Payroll #'s 22424-22426 in the amount of $2150.00 for a Grand Total of $38,474.01. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase order for rental of a Boom lift from Tyler Rentals in the amount of $715.28 including sales tax. Motion passed unanimously.

There were no utility bill adjustments.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

PUBLIC HEARING- The public hearing for the 2026 Property Tax Levy & Revenue was open at 6:02 p.m. Clerk/Treasurer Oster recommended to council to not increase the property tax levy and to bank the allowed 1% for future use. C.M. Nichols asked what the current rate is for the Town of Pe Ell, Clerk/Treasurer Oster said that the Town of Pe Ell currently receives $1.134400689822 per $1000 of evaluation, with a 2025 Levy amount of $102,892.02. There were no additional questions or comments. The Public Hearing was closed at 6:06 p.m.

A motion was made by C.M. Dodd and seconded C.M. Nichols to pass Resolution #280-2026 Property Tax Levy & Certification. Motion passed unanimously.

Lewis County Solid Waste Representative Melanie Case addressed the council regarding the Lewis County Solid Waste plan that is required to be passed by state law. The plan reflects projects and objectives for the next 25 years in Lewis County.

A motion was made by C.M. Nichols and seconded by C.M. Dood to pass Resolution #281- Lewis County Solid Waste Plan. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Speer to give a $75.00/month raise to Utility Maintenance Randall for passing his WWTP 1 test. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize the Mayor to sign and enter into a contract with GovCard for credit/debit utility payments and the addition of online payments. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting

November 4, 2025

6:00 p.m.

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

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

A motion was made by C.M. Milanowski and seconded by C.M. Nichols 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 # 202521 for Claim #'s 22412-22422 in the amount of $29,013.58 and Payroll #'s 22402-22411 in the amount of $23,071.51 for a Grand Total of $52,085.09. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve the utility bill adjustments for Acct# 1786 waive $30.00 late fee and Acct# 1061 refund of $295.00 for overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

PUBLIC HEARING- The public hearing on the 2026 preliminary budget was opened at 6:03 p.m. Clerk/Treasurer Oster notified council there was going to be a few small changes to revenue and expenditure in the water fund. C.M. Nichols asked if money should be moved from the law enforcement line items and moved to sheriff response. Clerk/Treasurer Oster stated that we are still actively hiring for a marshal and that possible expenditure should remain in the budget. There were no other questions or comments. The public hearing was closed at 6:06 p.m.

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

A motion was made by C.M. Dodd and seconded by C.M. Speer to authorize the Mayor to sign the Interlocal Agreement with Lewis County Community Development regarding the Urban Growth Area. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to renew the CD with Gesa Credit Union. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded C.M. Nichols to have Clerk/Treasurer Oster to move forward with switching to GovCard for Credit/Debit Processing for 2026. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting

October 21, 2025

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. Milanowski, C.M. Fiedler, C.M. Nichols, Mayor Willey, Clerk/Treasurer Oster were present. Attorney Unzelman was absent. There were no 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. Milanowski and seconded by C.M. Fiedler to approve the minutes from the previous meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to approve Blanket Voucher #202520 for Claim #'s 22390 and 22394-22401 in the amount of $21,874.25 and Payroll #'s 22391-22393 in the amount of $2,150.00 for a grand total of $24,024.25. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve the purchase order for 7 siemens LT500 Lvl controllers for the WWTP from Lesman in the amount of $15,520.68 including sales tax, shipping not included. Motion passed unanimously.

There were no purchase orders

**OLD BUSINESS**

None

**NEW BUSINESS**

A motion was made by C.M. Speer and seconded by C.M. Milanowski to accept letters of recommendation from the community for Volunteer of the Year. Letters will be accepted until November 30th with a decision and presentation made by council on December 2nd. Letters should included name of nominee and why they are deserving of the nomination. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to waive the late fee for Acct# 1679. Motion passed unanimously.

**ADJOURN**

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

APPROVED_____

ATTESTED_____

Council meeting

October 7, 2025

6:00 p.m.

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

A motion was made by C.M. Dodd 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. 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. Speer to approve Blanket Voucher #202519 for Claim #'s 22357 and 22369-22389 in the amount of $75,761.25 and Payroll #'s 22358-22362 and 22364-22368 (22363-Voided) in the amount of $25,046.47 for a Grand Total of $100,807.72. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to move forward with the purchase of electronic automatic read water meter system through H.D. Fowler. 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# 1636 a refund of $275.00 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. Nichols to set Public Hearings for the 2026 Budget for November 4- Preliminary Budget, November 18- Property Tax Levy, and November 25- Final Budget. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to approve the Senior Disabled application for Acct# 1780. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to select Phelps Restoration to complete the Town Hall Door Repair in the amount of $4,612.34. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize Clerk/Treasurer Oster to make a correction to the read and billing amount on Acct# 1679 for an incorrect read at the time of billing. Motion passed unanimously.

**ADJOURN**

A motion was made by C.M. Speer and seconded by C.M. Dodd to adjourn at 6:37 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

September 16, 2025

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. 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 with the addition of 2 applications for the Senior/Disabled Discount Program Acct# 1034 & 1789. Motion passed unanimously.

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

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the utility bill adjustment for Acct# 1774 A refund of $260.64 for an overpayment on 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 approve the Senior/Disabled Discount Program applications for Acct# 1034 & 1789. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting
September 2, 2025
6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Fiedler, C.M. Speer, C.M. Milanowski, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman (6:03 p.m.) were present. C.M. Nichols and C.M. Dodd were absent. Commissioner Pollock was present. There were no citizens 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. Fiedler 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 # 202517 for Claim #'s 22311 and 22322-22334 in the amount of $40,837.84 and Payroll #'s 22312-22321 in the amount of $22,873.32 for a Grand Total of $63,711.16. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the Utility Bill adjustment for Acct# 1773 in the amount of $4.27 for an Overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINES**

Council discussed options for Code Enforcement, Building permit review, planning/zoning & development review consultant. Clerk/Treasurer Oster will send out RFQ to firms on MRSC Vendor Roster.

**ADJOURN**

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

APPROVED_____

ATTESTED_____

Council meeting

August 19, 2025

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, Mayor Willey, and Clerk/Treasurer Oster were present. C.M. Speer and Attorney Unzelman were absent. Commissioner Pollock, Dept of Ecology Nat Kale, and Consultant Tammy Baraconi were present. There were no citizens present.

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

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

A motion was made by C.M. Fiedler and seconded by C.M. Dodd to approve Blanket Voucher #202516 for Claim #'s 22297 & 22301-22309 in the amount of $17,871.73 and Payroll #'s 22298-22300 in the amount of $2,150.00 for a Grand Total of $20,021.73. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the purchase orders for 1week vac trailer rental from Vermeer Mountain West in the amount of $2160.00 not including tax and a handheld turbidity meter from USABluebook in the amount of $1639.72 including tax & shipping. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the utility bill adjustments for Acct# 1631 Refund of $303.47 Overpayment on Final Bill and Acct# 1461 Waive overage for leak in service line in the amount of $648.00. Motion passed unanimously.

## OLD BUSINESS

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to select Taylor Landscaping, LLc to tear out the white vinyl fence and replace with black chain-link at Forest Lawn Cemetery with a quote of $8,748.00 including tax. Motion passed unanimously.

## NEW BUSINESS

Nat Kale from the Department of Ecology and the Office of the Chehalis Basin gave a presentation to the Town Council regarding the long-term Chehalis Basin Strategy.

Tammy Baraconi addressed council on the current status of the 2025 Comprehensive Plan and presented them with the changes in the zoning code that are required.

A motion was made by C.M. Fiedler and seconded by C.M. Milanowski to pass ordinance #593 amending Business License Ord #'s 459, 558, & 566. Motion passed unanimously.

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

Clerk/Treasurer Oster gave a presentation on the possibility of utilizing a new card processing service that would eliminate the card processing fees the town pays but would require citizens to pay the fee to a 3rd party. More information will be made available prior to a decision.

Clerk/Treasurer Oster gave a presentation on the changes that will be happening as a result of US Cellular being purchased by T-mobile. Council was given the approximate fees for each line of service as well as costs related to home internet through T-mobile. The transition from US Cellular to T-mobile hasn't been completed yet, but is expected by the first of the year.

**ADJOURN**

A motion was made by C.M. Nichols and seconded by C.M. Fiedler to adjourn the meeting at 7:06 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting

August 5, 2025

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. Nichols, C.M. Speer, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. There were no citizens present.

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

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

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202512 for Claim #'s 22267-22268 and 22279-22296 in the amount of $39,900.20 and Payroll #'s 22269-22278 in the amount of $23,063.03 for a Grand Total of $62,963.23.

There were no purchase orders

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to approve the utility bill adjustment for Acct# 1175 for a refund of $6.98 an overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

Clerk/Treasurer Oster notified council that all 20 accounts that are currently receiving the Senior Citizen/Disable Discount were required to submit income verification for the 2025 renewal, all accounts submitted the information as required and still qualify for the program. A motion was made by C.M. Dodd and seconded by C.M. Speer to keep account #'s 1502, 1231, 1209, 1282, 1091, 1339, 1151, 1578, 1458, 1508, 1412, 1127, 1442, 1150, 1448, & 1109 on the Senior Citizen/Disable Discount Program. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to selected UGA option 2 with Lewis County for our updated Comprehensive Plan. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to table the decision on the replacement fencing at Forest Lawn Cemetery until the next meeting so that the quotes can included removal of existing fencing. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting

July 15, 2025

6:00 p.m.

The regular meeting was called to order by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. Nichols, C.M. Feidler, Mayor Willey, and Clerk/Treasurer Oster were present. 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. Nichols to approve the agenda. Motion passed unanimously.

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

A motion was made by C.M. Feidler and seconded by C.M. Speer to approve Blanket Voucher #202514 for Claim #'s 22248, 22252-22266 in the amount of $13,942.16 and Payroll #'s 22249-22251 in the amount of $2,150.00 for a Grand Total of $16,074.16. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the purchase order for 12V Sump pump with discharge hose from Pollard water in the amount of $1,658.83 not including shipping. Motion passed unanimously.

A motion was made by C.M. Milanowaki and seconded C.M. Feidler to approve the utility bill adjustments for Acct # 1628 a refund in the amount of $17.38 for over payment on Final Bill and Acct# 1568.6 a refund in the amount of $265.00 for overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

**NEW BUSINESS**

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to pass Ordinance #592 amending the Ordinance #530 W/S Ordinance. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Feidler to reject the bids for the 2025 TIB Project as recommended by Gray & Osborne. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to pass Resolution #279- Hill Street Water Connection Moratorium. Motion passed unanimously.

**ADJOURN**

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:13 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

July 1, 2025

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Speer, C.M. Milanowski, C.M. Feidler, C.M. Nichols, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. C.M. Dodd was absent. There were no citizens present, but 8 members of the Southwest Washington Fair Committee were in attendance.

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. 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 #202513 for Claim #'s 22219 & 22230-22247 in the amount of $49,618.84 and Payroll #'s 22220-22229 in the amount of $22,944.87 for a Grand Total of $72,563.71. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Feidler to approve the Utility Bill adjustments for Acct# 1470 to waive the late fee in the amount of $30.00 and Acct# 1684 to waive the late fee in the amount of $30.00. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

Members from the Southwest Washington Fair Outreach Committee addressed council with events happening at the SWW Fair and encourages the Council members to spread the word about the fair and share the exciting new events that are planned for 2025.

A motion was made by C.M. Feidler and seconded by C.M. Milanowski to approve a $75.00/mo raise to Isaac for passing his WWTP 1 test. Motion passed unanimously (C.M. abstained)

**COUNCIL TIME**

C.M. Feidler asked if the Town was going to donate to the 4th of July festivities. A motion was made by C.M. Nichols and seconded by C.M. Speer to approve a donation of $500.00 for the Town of Pe Ell 4th of July festivities. 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
June 17, 2025
6:00 pm.

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. Attorney Unzelman was absent. There were no citizens present.

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

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

A motion was made by C.M. Dodd and C.M. Milanowski to approve Blanket Voucher #202512 for Claim #'s 22207-22208, 22212-22218 in the amount of $9566.57 and Payroll #'s 22209-22211 in the amount of $ 2150.00 for a Grand Total $11,716.57. Motion passed unanimously.

There are no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the Utility Bill Adjustment for Acct #1601 refund in the amount of $51.73 for overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

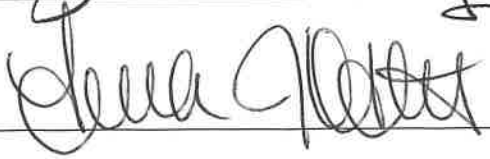
A motion was made by C.M. Dodd and seconded by C.M. Nichols to authorize the Mayor to sign the Memorandum of Understanding with Lewis County Solid Waste for the Yard Waste Container. Motion passed unanimously.

Clerk/Treasurer Oster notified the Council that there were some state required changes to make for the Cross Connection section of the Water/Sewer Ordinance and if council would like to review any other sections that this would be a good time. Council did not make any motion to set a workshop or agenda item for further review of the ordinance.

**ADJOURN**

A motion was made by C.M. Dodd and seconded by C.M. Nichols to adjourn the meeting at 6:19 p.m.

APPROVED

ATTESTED 

Council Meeting

June 3, 2025

6:00 p.m.

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

A motion was made by C.M. Dodd 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.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202511 for Claim #'s 22194-22206 in the amount of $52,206.14 and Payroll #'s 22184-22193 in the amount of $22,948.94 for a Grand Total of $75,155.08. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the Utility Bill adjustments for Acct# 1044 for a refund in the amount of $13.03 for an overpayment on Final Bill and Acct# 1609 for a refund in the amount of $295.01 for an overpayment on Final Bill. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to accept the recommendation from Gray & Osborne to award the Chehalis River Secondary Intake Project to Confederated Construction Company with a bid amount of $101,680.92. Motion passed unanimously.

Clerk/Treasurer Oster notified the council that Mayor Willey and C.M. Milanowski completed a review of the Small and Attractive Asset Inventory. Any items that were of no further use to the Town were added to the Resolution for disposal or sale.

A motion was made by C.M. Dodd and seconded by C.M. Speer to pass Resolution #278-Surplus Property. Motion passed unanimously.

**ADJOURN**

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the meeting at 6:23 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

May 20, 2025

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Willey. C.M. Dodd, C.M. Fiedler, C.M. Speer, C.M. Milanowski, 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. Speer 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 on May 6, 2025. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve Blanket Voucher #202510 for Claim #'s 22175-22183 in the amount of $28,285.14 and Payroll #'s 22172-22174 in the amount of $2,150.00 for a Grand Total of $30,435.14. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to purchase the new flat bed for the Dodge from Olympic Trailer & Truck with McGregor Auto doing the install with the cost not to exceed $6000.00 including tax. 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# 1718 to waive late fee & Turn On/Off Fees in the amount of $90.00. Motion passed unanimously.

**NEW BUSINESS**

Clerk/Treasurer Oster notified council that our 2024 SAO Annual Report has been completed and submitted before the deadline of 5/30/25. The report will be published on the State Auditors website.

A motion was made by C.M. Dodd and seconded by C.M. Speer to table the Workshops for the Personnel Policy & Procedure manual and the Elected Official Code of Conducts indefinitely. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council meeting
May 6, 2025
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, Clerk/Treasurer Oster, Water/Sewer Superintendent Webster, and Attorney Unzelman were present. There was 1 citizen 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 regular meeting on April 17, 2025 and the Personnel Policy & Elected Official Code of Conduct Workshop on April 16, 2025. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve Blanket Voucher #202509 for Claim #'s 22135 and 22146-22171 in the amount of $61,377.53 and Payroll #'s 22136-22145 in the amount of $22,942.03 for a Grand Total of $84,319.56. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Milanowski and seconded by C.M. Speer to approve the Utility bill adjustments for Acct# 1324 waive $30.00 Late fee and Acct# 1339 waive the $30.00 late fee. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

Council went into Executive Session at 6:03 p.m. for 15 min to discuss areas of potential risk to the Town of Pe Ell. Council returned at 6:18 p.m. with no decision made.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to set a Workshop for Personnel Policy & Elected Official Code of Conduct on May 12th @ 6:00 p.m. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to pass and authorize the Mayor to sign the Interlocal Agreement with Lewis County 911. 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

April 15, 2025

6:00 p.m.

The regular meeting was called to order at 6:00 p.m. by Mayor Pro-temp Milanowski. C.M. Milanowski (Pro-temp), C.M. Fiedler, C.M. Speer, C.M. Nichols, and Clerk/Treasurer Oster were present. Mayor Willey, C.M. Dodd, and Attorney Unzelman were absent. There were 3 citizens present.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the agenda with the addition of the contract with Lewis County Public Works for chip sealing. 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. Nichols to approve Blanket Voucher # 202508 for Claim #'s 22119-22133 in the amount of $33,383.42 and Payroll #'s 22116-22118 in the amount of $2,150.00 for a Grand Total of $ 35,533.42. Motion passed unanimously.

There were no purchase orders

A motion was made by C.M. Speer and seconded by C.M. Milanowski to approve the utility bill adjustment for Acct #1751 in the amount of $220.00 for changing account to stand-by for a non-functioning business. Motion passed unanimously.

**OLD BUSINESS**

**NEW BUSINESS**

A motion was made by C.M. Nichols and seconded by C.M. Speer to renew out membership with MRSC for our Small Works/ Consultant Roster. Motion passed unanimously.

Clerk/Treasurer Oster presented council with information relating to a new possibility for the Town Website that may include online bill pay services. More information will be needed prior to a decision.

A motion was made by C.M. Speer and seconded by C.M. Milanowski to authorize the Mayor to sign the contract with Lewis County for chip sealing this summer and utilizing the available pass through funds. 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_____

ATTESTED_____

Workshop

Personnel Policy & procedure Manual and Elected Officials Code of Conduct

April 14, 2025

6:00 p.m.

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

Council discussed possible areas that there could be more clarification on terminology or wording within the Personnel Policy and Procedure Manual. Also, they would like to create a Incident/Injury Form that will align with the forms required for our insurance. Council would like to see some clarification regarding substance testing requirements when an accident or injury takes place.

Elected Officials Code of Conduct will be discussed in the future after Council has some time to review the RCW and other policies with other jurisdictions.

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn the workshop at 6:52 p.m. Motion passed unanimously.

APPROVED_____

ATTESTED_____

Council Meeting
April 1, 2025
6:00 p.m.

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

A motion was made by C.M. Fiedler 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. Dodd to approve Blanket Voucher #202507 for Claim #'s 22098-22115 in the amount of $32,692.71 and Payroll #'s 22088-22097 in the amount of $22,930.23 for a Grand Total of $55,622.94. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Nichols to approve the purchase order for 4th of July Road Closed signs from Esco Pacific in the amount of $756.76. 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# 1728 to waive the $30.00 late fee. Motion passed unanimously.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to set a Workshop on the personnel policy & Procedure Manual and Elected Official Code of Conduct for April 14, 2025 at 6:00 p.m. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to authorize the Mayor Willey to sign the Home Deport Commercial/Invoice Account. Motion passed unanimously.

Council discussed options for lowering communication costs for Town Hall including removing some services on the Centrylink landlines or look into Starlink for internet options.

**ADJOURN**

A motion was made by C.M. Speer and seconded by C.M. Nichols to adjourn at 6:21 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting
March 18, 2025
6:00 p.m.

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

A motion was made by C.M. Dodd 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 as made by C.M. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202506 for Claim #'s 22073-22087 in the amount of $96,948.93 and Payroll #'s 22070-22072 in the amount of $2,150.00. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders to HD Fowler for a 6" Hymax coupler for flow meter install at the WTP om the amount of $797.09 including sales tax, and the quote to Engel service & Repair in the amount of $1,581.40 to service the WTP & WWTP generators, and the quote for the cordless tools is on hold until there is more information. Motion passed unanimously.

There were no utility bill adjustments

**OLD BUSINESS**

The 2025 Comprehensive plan Workshop was opened at 6:05 p.m. Consultant Tammy Baraconi reviewed with council the information relating to the Water and Wastewater Systems. The Workshop was closed at 6:15 p.m.

**NEW BUSINESS**

Council discussed the options for the Forest lawn Cemetery fence. No decision was made

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting
March 4, 2025
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. Speer, C.M. Fiedler, Mayor Willey, Clerk/Treasurer Oster, and Attorney Unzelman were present. C.M. Dodd was 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. Milanowski and seconded by C.M. Fiedler 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 #202505 for Claim #'s 22054-22069 in the amount of $40,489.84 and Payroll #'s 22044-22053 in the amount of $24,997.66 for a Grand Total of $65,487.50. Motion passed unanimously.

There were no purchase orders

A motion was made and seconded by C.M. Milanowski and seconded by C.M. Nichols to approve the Utility Bill adjustments for Acct #1564 waive the $30.00 late fee, Acct #1362 waive the $30.00 late fee, Acct #1070 waive the $30.00 late fee, and Acct #1672 waive the $30.00 late fee. Motion passed unanimously.

**OLD BUSINESS**

A motion was made by C.M. Nichols and seconded by C.M. Fiedler to table the 2025 Comprehensive Plan Workshop to the next meeting on March 18th. Motion passed unanimously.

**NEW BUSINESS**

A motion was made by C.M. Speer and seconded by C.M. Nichols to add to the 2025 Spring Clean-up the option of a 2nd load free after paying for the first load of garbage, receipt must be shown for the 2nd load to be free. Motion passed unanimously.

**ADJOURN**

A motion was made by C.M. Speer and seconded by C.M. Fiedler to adjourn at 6:26 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

Council Meeting

February 18, 2025

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. Speer, C.M. Fiedler, Mayor Willey, Clerk/Treasurer Oster, Attorney Unzelman (remote) and Water/Sewer Superintendent Webster were present.

A motion was made by C.M. Milanowski and seconded by C.M. Feidler 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. Dodd and seconded by C.M. Nichols to approve Blanket Voucher #202504 for Claim #'s 22032-22043 in the amount of $22,094.96 and Payroll #'s 22029-22031 in the amount of $2,150.00 for a Grand Total of $24,244.96. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to approve the purchase order to HD Fowler for Flow meters and parts for installation at the WTP in the amount of $22,561.55 and turbidimeter repair kit from HACH in the amount of $1048.00. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Nichols to approve the utility bill adjustment of Acct# 1480 in the amount of $204.00 for a leak in the service line. Motion passed unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

A motion was made by C.M. Nichols and seconded by C.M. Dodd to table the 2025 Comprehensive Plan Workshop until the next meeting. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to enter into the Professional Services Agreement with Parametrix for WTP & WWTP programming with the requirement of 2025 fiscal year $25,000 contract cap which includes the estimate of $4100 for the WTP flow meter programming. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to transfer the $25,000 that was budgeted in the Water & Sewer funds for a new public works vehicle to the reserve fund for a Capital purchase in the future. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded C.M. Speer to authorize the Mayor to sign the Collective Bargaining Addendum. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to authorize the Mayor to sign the TIB Consultant Agreement. Motion passed unanimously.

**ADJOURN**

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

APPROVED_____

ATTESTED_____

Council Meeting

February 4, 2025

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, Clerk/Treasurer Oster, and Water-Sewer Superintendent Webster were 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. Dodd and seconded by Fiedler to approve the minutes from the Comprehensive Plan Open House and the regular council meeting that were held on January 21. Motion passed unanimously.

A motion was made by C.M. Speer and seconded by C.M. Dodd to approve Blanket Voucher #202503 for Claim #'s 2208-22028 in the amount of $43,049.98 and Payroll #'s 21998-22007 in the amount of $21,998.31 for a Grand Total of $65,048.29. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Speer to approve the purchase orders for 1 week rental for a vactor trailer form MT West Vermeer Rentals in the amount of $1500 not including tax, Quality Control Services to calibrate all lab equipment at the WWTP in the amount of 1465.00, and Stabical vials for the turbidity meters at the WTP from USA Bluebook in the amount of $740.88. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve the utility bill adjustment for Acct# 1717in the amount of $17.96 for an overpayment on Final bill. Motion passed unanimously.

**NEW BUSINESS**

NONE

**OLD BUSINESS**

NONE

**COUNCIL TIME**

A motion was made by C.M. Dodd and seconded by C.M. Speer to add a Comprehensive Workshop to the agenda for the next council meeting. Motion passed unanimously.

**ADJOURN**

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

APPROVED _____

ATTESTED _____

Council Meeting

January 21, 2025

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, and Mayor Willey were present. C.M. Speer, Clerk/Treasurer Oster, and Attorney Unzelman were absent. There were no citizens

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

A motion was made by C.M. Milanowski and seconded by C.M. Dodd to approve Blanket Voucher #202502 for Claim #'s 21985-21986 and 21990-21997 in the amount of $91,392.77 and Payroll #'s 21987-21989 in the amount of $2,150.00 for a Grand Total of $93,542.77. Motion passed unanimously.

There were no purchase orders

There were no utility bill adjustments.

**NEW BUSINESS**

NONE

**OLD BUSINESS**

NONE

**ADJOURN**

A motion was made by C.M. Nichols and seconded by C.M. Dodd to adjourn the meeting at 6:33 p.m. Motion passed unanimously.

APPROVED _____

ATTESTED _____

2025 Comprehensive Plan Open House

January 21, 2025

5:00 p.m.

The Open House was called to order at 5:00 p.m. C.M. Milanowski, C.M. Nichols, C.M. Fiedler, C.M. Dodd (5:30), Consultant Tammy Baraconi and Mayor Willey were present. C.M. Speer, Clerk/Treasurer Oster, and Attorney Unzelman were absent. There were no citizens present

There were no questions or comments.

The Open House was closed at 6:00 p.m.

APPROVED_____

ATTESTED_____

Council Meeting

January 7, 2025

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. Fiedler, Mayor Willey, Clerk/Treasurer Oster, Attorney Unzelman, and Water/Sewer Superintendent Webster were present. Stoneybeach Consultant Tammy Baraconi was present. C.M. Speer was 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. Nichols to approve the minutes from the regular meeting on December 17th and the Special Meeting- WWTP repair on December 19th. Motion passed unanimously.

A motion was made by C.M. Milanowski and seconded by C.M. Fiedler to approve Blanket Voucher #202425 (2024 Open Period) for Claim #'s 21964-21981 in the amount of $37831.08 and Payroll #'s 21953-21962 in the amount of $22,668.47 for a Grand Total of $60,499.55 and for Blanket Voucher #202501 for Claim #'s 21982-21984 in the amount and Grand Total of $19,353.25. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to approve the purchase orders for $411.48 to USABluebook for a service saddle and $2190.00 for 30 coils (27 utility billing and 3 normal Town Business) of stamps from the USPS. 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 #1269 in the amount of $4.34 for a refund on overpayment on final bill. Motion passed unanimously.

**Old Business**

NONE

**New Business**

The 2025 Comprehensive Plan workshop was called to order at 6:04 p.m. Tammy Baraconi addressed council about a few required changes to the Comprehensive Plan. She also asked council if there were any issues noticed or any design changes the would like to see. Council seemed to be happy with everything that was completed so far. The Workshop was closed at 6:16 p.m.

Mayor Willey notified the council that C.M. Dodd verbally withdrew his resignation prior to the end of 2024 so there will be no need to fill the vacancy on council.

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to set the 2025 Clean-up day for June 14th 2025, specific details will be made at a future council meeting. Motion passed unanimously.

A motion was made by C.M. Nichols and seconded by C.M. Dodd to approve the G&O Small System Water Plan Contract. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Milanowski to move forward with a US Cellular modem at the WTP to improve the reliability of the mandatory alert system for the Water Treatment Plant. Motion passed unanimously.

A motion was made by C.M. Dodd and seconded by C.M. Nichols to make the following changes to the Town of Pe Ell Accounting Policy and procedures:

- Employee spending limit increased to $500
- Deposits will be made at a minimum once a week and/or once an amount of $1000 cash is received and a deposit also must be made on the last business day of each month. Treasurer waiver must accompany the accounting policy & procedures relating to the 24 hour deposit requirement.

Motion passed unanimously.

**ADJOURN**

A motion was made by C.M. Dodd and seconded by C.M. Fiedler to adjourn the meeting at 6:32 p.m.

APPROVED_____

ATTESTED_____