

City of South Bend
Council Meeting
Monday, June 27, 2016 @ 5:30 pm
Council Chambers
1102 W. First Street, South Bend, WA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda and Consent Agenda
Approval of Minutes: *June 13, 2016*
4. Correspondence
5. Items from the Public ***(3 Minute Limit)***
6. Department Head Reports:
 - i) Police Chief Eastham
 - ii) City Supervisor Houk
 - iii) Clerk/Treasurer Roberts
 - iv) Fire Department
7. Mayor's Report
8. Council Comments
9. Adjournment

Next Regular Meeting: Monday, July 11, 2016 @ 5:30 PM

South Bend Council Meeting

Monday, June 27, 2016

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #42109 thru Check #42148 - \$37,818.78

06/27/16

VENDOR	AMOUNT	
42109 Dept of Revenue - EFT Pay (Hand Pay)	\$7,401.15	May 2016 Excise Tax on Water/Sewer/Garbage
42110 McSarland Cascade (Hand Pay)	\$ 4,153.36	Poles to Repair Log Boom
42111 ALS Environmental	\$ 90.00	Water Sample
42112 Amanda Lopez	\$ 25.00	Refund - Cheney Park Rental
42113 Antich Supply Company	\$ 87.29	Operating Supplies - Parks
42114 Ashley Construction, Inc.	\$ 3,904.20	Professional Services - Streets \$1,695.60, Sewer \$1,695.60 and Water \$513.00
42115 Cardinal Creations	\$ 39.96	Door Logo - Parks Truck
42116 Cathy Weiberg	\$ 212.00	Janitorial - June 2016 (Includes \$12.00 for Fire Hall cleaning)
42117 Chief / Law Enforcement Supply	\$ 22.75	Operating Supplies - Fire Dept
42118 City of Raymond	\$ 475.20	Reimbursement - Purchase of Chemical - Water Fund
42119 Clarence & Toni Williams	\$ 252.62	Refund - Overpayment of Building Permit
42120 Coast Controls & Automation, Inc.	\$ 925.02	Annual Flowmeter Calibrations - Water/Sewer Fund
42121 Comcast	\$ 18.38	Cable Services - Fire Dept (6 months)
42122 Createch, LLC	\$ 525.00	Website Maintenance - 3rd Qtr 2016
42123 Dave Williams	\$ 650.00	Parks Caretaker - June 2016
42124 Dept of Ecology	\$ 49.00	2015 Hazardous Waste Generation Fee
42125 Dept of Labor & Industries	\$ 69.10	Annual Lift Renewal - Library
42126 Dept of Transportation	\$ 1,015.90	Fuel - Public Works \$347.41 and Police \$668.49
42127 Diik Tire Factory	\$ 72.26	Repair/Maintenance - Police \$33.48 and Parks \$38.78
42128 Fastenal	\$ 259.61	Operating Supplies - Fire Dept \$197.26 and Water/Sewer \$62.35
42129 Flannery Publications	\$ 592.46	Legal Notices
42130 Galls, LLC	\$ 1,282.36	Outfitting New Police Car
42131 Hagen Bates & Edwards P.S.	\$ 150.00	Pro Tem Services - Municipal Court 5/24/16
42132 Nancy McAllister	\$ 650.00	Municipal Court Public Defender - June 2016
42133 Nationwide Retirement Solutions	\$ 50.00	Municipal Court Public Defender - June 2016
42134 North Central Laboratories	\$ 77.48	Chemicals - Water Fund
42135 Northstar Chemical	\$ 178.63	Chemicals - Water Fund
42136 Northwest Rock, Inc.	\$ 632.56	Chip Seal Rock - Streets Fund (Payne's Alley)
42137 Oregon Corrections Enterprises	\$ 132.00	Street Signs
42138 Pacific County Dept of Community Development	\$ 160.00	Water Samples

42139	Pete Hinton	\$	50.00	Interpreter Services - Municipal Court 05/11/16
42140	Reporting Systems, Inc.	\$	1,771.22	"FIRE Package" Software - 4-12/2016
42141	Setina Mfg Company, Inc.	\$	1,319.08	Outfitting New Police Car
42142	Steve's Front End & Brake, Inc.	\$	256.38	Repair/Maintenance - Water Fund
42143	Sunset Air, Inc.	\$	644.90	Repair/Maintenance - Heat Pump @ City Hall
42144	Three Rivers Mosquito & Vector Control	\$	7,020.00	Mosquito Larviciding/Spraying - June 2016
42145	Tierney & Blakney, PC	\$	970.00	Legal Services - RWWTP (Split with Raymond)
42146	U.S. Cellular	\$	237.74	Police Laptops \$186.54 and Auto Dialer for Pump Station \$51.20
42147	VISA	\$	616.17	City Hall \$172.67, Police \$35.00, Muni Court \$136.39, Water \$136.38, Sewer \$39.19 and Fire \$96.54
42148	William Penoyar	\$	780.00	Municipal Court Prosecutor - June 2016

TOTAL \$ **37,818.78**



Mayor Struck



City Supervisor Houk



Police Chief Eastham

**CITY OF SOUTH BEND
COUNCIL MEETING – 06/13/16**

1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The council meeting was called to order by Mayor Pro Tem Hall at 5:30 pm followed by the Pledge of Allegiance. Members present: Councilor Olsen, Councilor Neve, Police Chief Eastham, City Supervisor Houk, Assistant Fire Chief McGee and Clerk/Treasurer Roberts. Mayor Struck, Councilor Williams and Councilor Webber were absent.

3. APPROVAL OF AGENDA, CONSENT AGENDA AND APPROVAL OF MINUTES

Prior to the motion Mayor Pro Tem Hall requested an amendment to the agenda, *adding #5a – EMS Presentation.*

A motion was made by Councilor Neve to approve the amended Agenda, the Consent Agenda and the minutes of the May 23, 2016 regular meeting. The motion was seconded by Councilor Olsen. **Vote: Ayes-3, Noes-0, Absent-0**

Vendors – Check #42054 thru Check #42108 - \$131,017.71

Payroll – Check #24047 thru Check #24064 - \$97,473.77 Including Direct Deposit

4. CORRESPONDENCE

- ✓ In Mayor Struck's absence Clerk/Treasurer Roberts reported to the council that the city had received notice from the Department of Health that the city's application for a Preconstruction Loan for the Fliess Creek Source Activation Project had been approved for funding through their Drinking Water State Revolving Fund Program. The loan amount is \$257,650.00. Clerk/Treasurer Roberts explained that this is the first step in getting this project moving forward.
- ✓ The city received formal written notice from Phil Davis of Davis Insurance & Real Estate Agency, Inc. concluding his brokerage services contract with the City of South Bend effective September 1, 2016. Clerk/Treasurer Roberts read the letter for the record.

5. ITEMS FROM THE PUBLIC – NONE

5a. EMS PRESENTATION

Presenter did not show. No presentation.

6. DEPARTMENT HEAD REPORTS

- ✚ Police Chief Eastham reported that the new patrol car has arrived and is in the process of getting outfitted. It was partially funded with a \$17,000 grant from USDA Rural Development. Councilor Hall asked how many tickets had been issued to people talking on their cell phones and Police Chief Eastham advised that he believed that his officers may have issued two or three warning, but no citations had been issued that he was aware of. A brief discussion followed.
- ✚ City Supervisor Houk announced that NOVA Contracting, Inc. would be on site starting tomorrow. They will be grinding Central Avenue and then prepping for asphalt. Mid to late July is slated for the continuation of the Central Avenue Project.

- ✚ City Supervisor Houk explained that Payne's Alley (W. First St) has been reshaped, refinished and re-rocked with state inspected chip seal rock which is less dusty. The project also included a new storm drain which along with a newly pitched road should drain that area much better and keep the rock on the road instead of washing it onto Ferry Street during heavy rains. City Supervisor Houk commended everyone involved for a job well done.
- ✚ City Supervisor Houk reported that the log boom behind Pacific County Title (905 W Robert Bush Drive) has fallen apart and floated away. It must be replaced as it keeps debris away from the docks especially in the winter during high tides. Councilor Olsen asked where the city planned to get the logs to replace it with and City Supervisor Houk advised that right now the city is looking at a company in Rochester. The cost will be around \$5,000 and will require three 80' or six 40' logs. It was asked if the city had looked locally for a source and City Supervisor Houk noted that he was not sure if there was anyone local that could provide what the city needed, but he would check.
- ✚ Clerk/Treasurer Roberts asked the councils permission for Mayor Struck to sign the current Memorandum of Understanding (MOU) with Royal Heights Transfer Station. The changes from the previous MOU were minimal. Councilor Neve made a motion authorizing Mayor Struck to sign the current MOU as presented. The motion was seconded by Councilor Olsen.
Vote: Ayes-3, Noes-0, Absent-0
- ✚ Assistant Fire Chief McGee explained that two volunteer fire fighters, Todd Parkins & Wesley Eastham, recently completed Fire Fighter #1 Academy. This is a very extensive 240 hour training course that took them 5 ½ months to complete. They traveled to North Bend and Astoria for the training and it was done on their own time.

7. MAYOR'S REPORT – NONE

8. COUNCIL COMMENTS

- Councilor Neve mentioned the results of the city's annual spring cleanup and that one individual who took over 4,000 lbs. to the dump. Discussion followed, but it was suggested by Mayor Pro Tem Hall to wait until there was a full council before any decisions were made about changes to the spring cleanup process.
- Councilor Neve asked City Supervisor Houk when the crew would have a chance to put a center stripe down the two blocks of Cedar Street that is not currently marked. City Supervisor Houk explained that the city would be adding delineators (turtles), but the street is already so narrow adding a stripe will only narrow it further.

9. ADJOURNMENT

The meeting was adjourned at 5:48 PM to meet again at 5:30 PM on Monday, June 27, 2016 for the next regularly scheduled meeting at South Bend City Hall.

Robert (Bob) Hall
Mayor Pro Tem

ATTEST: _____
Dee Roberts
Clerk/Treasurer