

City of South Bend
Council Meeting
Monday, February 27, 2020 @ 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: *February 10, 2020 Regular Meeting*
4. Correspondence
5. *Council Position #5*
6. Items from the Public **[3 Minute Limit]**
7. Department Head Reports:
 - i) Police Chief Eastham
 - ii) City Supervisor Houk
 - iii) Clerk/Treasurer Roberts
 - iv) Fire Department
8. Mayor's Report
9. Council Comments
10. Adjournment

The City of South Bend strives to provide access and services to all members of the public. Please notify the City at least 48 hours prior to an event if reasonable accommodations are needed.

NOTICE – *All proceedings of this meeting are sound recorded
Except Executive Sessions.*

Next Regular Meeting: Monday, March 9, 2020 @ 5:30 PM

South Bend Council Meeting

Monday, February 24, 2020

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #45661 thru Check #45688 - \$61,483.44 Including EFT Payments

2/24/2020

VENDOR	AMOUNT	
45661	\$ 500.00	1st Chance Towing Professional Services - Police Dept
45662	\$ 20.00	ALS Group USA, Corp Water Samples
45663	\$ 1,000.00	Apex Permitting and Consulting Professional Services - Current Expense
45664	\$ 3,718.64	Ashley Construction, Inc. Professional Services - Water \$1,707.98 and Sewer \$2,010.66
45665	\$ 319.98	Beans & Rocks, LLC Stockpile - Streets Fund
45666	\$ 141.75	Chinook Observer Civil Service Ad
45667	\$ 27,040.10	City of Raymond RWWTP M & O - January 2020
45668	\$ 1,068.07	Code Publishing Company Municipal Code Update
45669	\$ 648.60	Cook Security Group, Inc. Security Monitoring - 2020
45670	\$ 86.66	Crystal Springs Water Service - Public Works
45671	\$ 431.85	Dennis Houk Per Diem - ICC Training Course 03/10-03/12/20
45672	\$ 25.94	Dilk Tire Factory Repair/Maintenance - Police Dept
45673	\$ 6,377.90	Downing Diversified Light Creek Cleanout - Water Fund
45674	\$ 359.93	Englund Marine & Industrial Supply Capital Outlay - Fire Dept
45675	\$ 3,268.94	GC Systems, Inc. Repair/Maintenance - Water Fund
45676	\$ 8,390.93	Gray & Osborne, Inc. Professional Services - USDA WTP Upgrade \$7890.85 and General Engineering \$500.08
45677	\$ 149.00	Grays Harbor County Dept of Public Health Water Samples
45678	\$ 250.00	Hagen & Bates P.S. Professional Services - Municipal Court 1/19/20
45679	\$ 775.00	Jonathan Quittner Municipal Court Public Defender - February 2020
45680	\$ 731.05	Kelly Spoor Per Diem - Water & Wastewater Disinfection Class 3/19-3/20/20
45681	\$ 135.13	L.N. Curtis and Sons Repair/Maintenance - Fire Dept
45682	\$ 421.10	LeMay Mobile Shredding Document Shredding
45683	\$ 781.00	Norton Corrosion Limited, LLC Annual Waterline River Crossing Inspection
EFT Pay	\$ 36.20	ONLINE Information Services - EFT Pay Credit Reporting Services - January 2020
45684	\$ 7.95	Pioneer Grocery Miscellaneous - City Hall
45685	\$ 69.82	Pitney Bowes All Depts
45686	\$ 2,464.92	Steve's Front End & Brake, Inc. Repair/Maintenance - Fire \$322.60, Streets \$331.80, Water \$905.27 and Sewer \$905.25
45687	\$ 1,432.98	Vision Forms, LLC Statement Automation - January & February 2020

45688 William Penoyar

\$ 830.00 Municipal Court Prosecutor - February 2020

TOTAL

\$ 61,483.44

Mayor Irvin K. Struck

Mayor Struck

City Supervisor Houk

City Supervisor Houk

Chief Dave Eastham

Police Chief Eastham

**CITY OF SOUTH BEND
COUNCIL MEETING – 02/10/2020**

1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The council meeting was called to order by Mayor Struck at 5:30 pm followed by the Pledge of Allegiance. Members present: Councilor Kuiken, Councilor Manlow, Councilor Neve, Councilor Davis, Police Chief Eastham, City Supervisor Houk and Clerk/Treasurer Roberts. Councilor Little absent.

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

A motion was made by Councilor Neve to approve the Agenda, Consent Agenda and the minutes of the January 27, 2020 regular meeting. The motion was seconded by Councilor Davis. **Vote: Ayes-4, Noes-0, Absent-1**

Vendors – Check #45637 thru Check #45660 - \$38,376.67 Including EFT Payments

Payroll – Check #24754 thru Check #24770 - \$109,566.16 Including Direct Deposit

4. CORRESPONDENCE – NONE

5. COUNCIL POSITION #5

Mayor Struck read Councilor Little's letter of resignation from council position #5. Clerk/Treasurer Roberts explained the process for filling the vacant position. Councilor Neve made a motion to accept Councilor Little's resignation and declare Council Position #5 open. The motion was seconded by Councilor Davis. **Vote: Ayes-4, Noes-0, Absent-0**

6. PERSONAL SERVICES CONTRACT – CHIEF OF POLICE

Councilor Neve made a motion to accept the Personal Services Contract for the Chief of Police with the amended salary amount of \$66,570.00. The motion was seconded by Councilor Davis. **Vote: Ayes-4, Noes-0, Absent-0**

7. PERSONAL SERVICES CONTRACT – CITY SUPERVISOR/BUILDING INSPECTOR

Councilor Neve made a motion to accept the Personal Services Contract for the City Supervisor/Building Inspector as presented. The motion was seconded by Councilor Manlow. **Vote: Ayes-4, Noes-0, Absent-0**

8. PERSONAL SERVICES CONTRACT – CLERK/TREASURER

Councilor Davis made a motion to accept the Personal Services Contract for the Clerk/Treasurer as presented. The motion was seconded by Councilor Neve. **Vote: Ayes-4, Noes-0, Absent-0**

9. ITEMS FROM THE PUBLIC

- Citizen Teresa Sanders – 119 W 2nd Street – spoke briefly regarding property located adjacent to her home that she says she has been maintaining since 2007. The said property was gifted to the city in 2017 by the estate of Melvin & Fran Gibbons. Ms. Sanders was under the impression that she owned the property or would be given the property by Melvin & Fran Gibbons. There was nothing in writing to corroborate this information and the city reached out to the executor of the estate and they were unaware of any kind of agreement and was advised that the family wanted this property to remain with the city. Following a discussion with the council, the council was unanimous in their agreement that the property remain with the city as this is the only section available for parking expansion or future growth for Cheney Park.

- Matthew Wilson – 718 Elm Street, Raymond – spoke to the council regarding his Eagle Scout Project which will be a pergola at the Ron Craig Boat Launch. It will cover one of the current picnic tables. Councilor Neve made a motion supporting Matthew Wilson’s Eagle Scout Project as presented. The motion was seconded by Councilor Kuiken. **Vote: Ayes-4, Noes-0, Absent-0**

10. DEPARTMENT HEAD REPORTS

- ✓ Police Chief Eastham announced that there would be civil service testing on February 11th and oral boards on the 12th assuming those that test pass the written and physical fitness testing.
- ✓ City Supervisor Houk reported that the city hired Downing Diversified to bore out the outfalls at Light Creek. It was very successful and has increased the capacity at Light Creek by approximately 70%.
- ✓ City Supervisor Houk advised that the city is still working with the Yellow Deli. Their last submittal was returned for a couple of minor changes. Things are moving forward slowly.
- ✓ City Supervisor Houk touched briefly on the city’s policy and process for handling nuisance buildings. Normally it starts out with a verbal discussion with the property owner either by City Supervisor Houk or Police Chief Eastham. If that doesn’t correct the problem then a formal written process begins which eventually includes fines through municipal court. City Supervisor Houk noted that nuisance issues are complaint driven.
- ✓ Clerk/Treasurer Roberts explained that the city would be replacing all of the tile floor at city hall on May 13, 14 and 15. The contractor said they anticipate it taking three full days and city hall will be closed during that time. Clerk/Treasurer Roberts noted that this information will be communicated to the public via the city website, the newspaper, water bills and postings at city hall.

11. MAYOR’S REPORT

Mayor Struck noted that City Action Days in Olympia was informative and a great opportunity to learn what the legislature has before them. February 13th is the Association of Washington Cities Mayors Exchange which will provide a pretty idea on some of the bills. There are some proposals that will affect city’s and how we do business. There are also some proposed bills that are beneficial.

12. COUNCIL COMMENTS

- ❖ Councilor Neve inquired about the number of dogs in South Bend. It was agreed that many dogs are not licensed unfortunately.
- ❖ Councilor Manlow noted that he will miss Councilor Little, his expertise and knowledge. Everyone agreed.
- ❖ Councilor Kuiken wished Police Chief Eastham luck on the civil service testing.

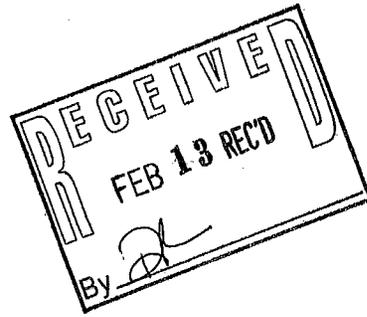
13. ADJOURNMENT

The meeting was adjourned at 6:15 PM to meet again on Monday, February 24, 2020 for the next regularly scheduled meeting at South Bend City Hall

Julie K. Struck
Mayor

ATTEST: _____
Dee Roberts
Clerk/Treasurer

February 12, 2020



Dear Mayor Struck & City Council Members,

I would like to submit my letter of interest for the Position #5 seat that is open on the City Council.

As you know I was a council member for six years. I chose not to run for reelection when my term ended as my wife had recently retired and we planned to do extensive traveling. But as things happen, she was appointed to the Willapa Harbor Hospital Board and was subsequently elected this past fall. This has changed our plans a bit. I enjoyed my time as a city council member so when I heard that Dale Little had decided to step down, I knew that I would like to again serve as a council member.

We live in a great city and I believe it is important to give back. I am a 25-year vested and retired volunteer fireman with the City of South Bend. While active I held many positions from training officer, secretary and assistant chief. My time over the years has been spent coaching youth baseball, basketball and soccer. I recently completed a season as the South Bend High School girl's JV basketball coach. I also continue to represent South Bend on the RWCC Board. I had previously served on the cities Board of Adjustment prior to my previous council position.

I respectfully request your consideration for the position #5 council seat for the City of South Bend that is currently open.

Thank you for your consideration.

Sincerely,

Clarence Williams (Bunny)

Clarence D. (Bunny) Williams

I am interested in filling Dale's vacant position 5 Council seat. Given my experience and institutional memory I believe I can make a contribution to the Council.

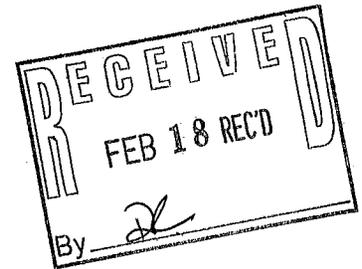
I would only serve, if chosen, the rest of the calendar year. Other interested parties can file in August.

I can not attend the February 23 meeting, as we have babysitting duties in Seattle.

I will be at the March 9 meeting.

Bob Hall

Bob Hall



Craig K. Spredeman
P.O. Box 722.
South Bend, WA 98586-0722

February 15, 2020

City Of South Bend
P.O. Box 9
South Bend, WA 98586

South Bend City Council

Dear Mayor Struck and City Council members,

I would like to express my interest in serving as a member on the South Bend City Council, filling the position #5 vacancy caused by the resignation of Dale Little.

Having finally purchased my first home and settled here in South Bend, I am interested become involved in the community. Having attended many of the City Council meetings since becoming a resident I recognize much of the councils duties consist of primarily routine and uncontroversial issues that keep the city functioning efficiently, but there have been occasional items brought up where I would have liked to been able to learn additional details or had thoughts that I would have liked to contribute.

The decades I've spent working in various engineering positions at a variety of tech industries, ranging from large multi-national corporations to smaller 'mom-and-pop' shops, has provided me with many opportunities to collaborate with engineering teams on projects and allowed me to occasionally contribute ideas that inspired a fresh views of alternative solutions or development.

I hope my skills can be useful to help South Bend flourish.

Thank you for your consideration.

Sincerely,



Craig K. Spredeman

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