

**City of South Bend  
Council Meeting  
Monday, March 9, 2020 @ 5:30 pm  
Council Chambers  
1102 W. First Street, South Bend, WA**

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1. Call to Order
2. Pledge of Allegiance
- 3. Council Position #5 Interviews**
4. Approval of Agenda and Consent Agenda  
Approval of Minutes: *February 24, 2020 Regular Meeting*
5. Correspondence
- 6. Central Avenue Sewer Line Replacement-Phase Two Project – Accept as Complete (Action)**
7. Items from the Public **(3 Minute Limit)**
8. Department Head Reports:
  - i) Police Chief Eastham
  - ii) City Supervisor Houk
  - iii) Clerk/Treasurer Roberts
  - iv) Fire Department
9. Mayor's Report
10. Council Comments
11. 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 23, 2020 @ 5:30 PM*

# **South Bend Council Meeting**

**Monday, March 9, 2020**

## **CONSENT AGENDA**

1. Approval of Vendor Checks

**Vendors – Check #45689 thru Check #45730 - \$390,300.17 Including EFT Payments**

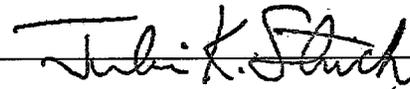
2. Approval of Payroll Checks

**Payroll – Check #24771 thru Check #24786 - \$101,537.76 Including Direct Deposit**

3/9/2020

	VENDOR	AMOUNT	
<i>EFT Pay</i>	Bank of the Pacific - EFT Pay (Hand Pay)	\$ 234.79	Interest on Loan - WTP Upgrades
<i>EFT Pay</i>	Bank of the Pacific - EFT Pay (Hand Pay)	\$ 91.59	Interest on Loan - WTP Upgrades
45689	A&M Auto Body, Inc.	\$ 500.00	Professional Services - Fire Dept
45690	Aberdeen Office Equipment, Inc.	\$ 293.07	Office Supplies - City Hall
45691	ALS Group USA, Corp	\$ 265.00	Water Samples
45692	Barco Products	\$ 2,736.85	Picnic Tables - Parks
45693	Big River Excavating	\$ 233,106.52	Pay Request #2 - Central Avenue Sewer Project - Phase 2 (Grant/Loan Funded)
45694	Borden's Auto Parts, Inc.	\$ 170.53	Repair/Maintenance - Police \$68.04, Streets \$22.69, Water \$39.90 and Sewer \$39.90
45695	Bud's Lumber & Electric	\$ 384.91	Operating Supplies - Fire \$190.49, Water \$171.41 and Sewer \$23.01
45696	Cascade Computer Maintenance, Inc.	\$ 442.99	Computer Setup - Municipal Court
45697	Coast Controls & Automation, Inc.	\$ 1,813.56	Repair/Maintenance - Water
<i>EFT Pay</i>	Comcast - EFT Pay	\$ 899.44	All Depts
45698	Correct Equipment	\$ 4,797.94	Operating Supplies - Sewer Fund
45699	Creative Community Solutions, Inc.	\$ 1,779.75	Professional Services - General Planning
45700	Dee Roberts	\$ 418.90	WMCA Annual Conference - D Roberts
45701	Dennis Company	\$ 49.43	Operating Supplies - City Hall \$18.37 and Water \$31.06
45702	Dept of Ecology	\$ 15,059.97	Loan Payment - Wastewater Treatment Plant Improvements (Next Payment 9/2020 - Payoff 2028)
45703	Dept of Enterprise Services	\$ 400.00	Annual Membership
45704	Dept of Health	\$ 2,204.00	Project Review - WTP Upgrades
<i>EFT Pay</i>	Dept of Revenue - EFT Pay	\$ 7,199.80	February 2020 Excise Tax on Water/Sewer
45705	DMCMA	\$ 50.00	Spring Regional Training - L Carlson
45706	Fastenal	\$ 394.96	Operating Supplies - Water/Sewer
45707	Gordon Truck Centers	\$ 2,527.67	Repair/Maintenance - Fire Dept
45708	Gray & Osborne, Inc.	\$ 13,333.84	Professional Services - 4th Street Improvements (Grant Funded)
45709	Guernsey & Sons Construction, Inc.	\$ 32,430.00	Mary Rogers Pioneer Park
45710	HB Portables	\$ 100.00	Sani Cans - Boat Launch
<i>EFT Pay</i>	Invoice Cloud-EFT Pay	\$ 96.60	January 2020 Portal Access Fee
45711	JCI Jones Chemicals, Inc.	\$ 1,125.27	Operating Supplies - Water/Sewer
45712	Kelly Spoor	\$ 245.50	WTP Operator Exam

45713	Masco Petroleum	\$	1,023.64	Fuel - Fire \$269.96 and Public Works \$753.68
45714	Office of Financial Management	\$	2,392.69	February 2020 Fines & Forfeitures
45715	Pacific County Dept of Public Works	\$	1,639.88	Eklund Park - March 2020
45716	Pacific County Prosecutor	\$	31.42	February 2020 Crime Victims
45717	Pacific County Sheriff's Office	\$	586.68	Jail Bookings - January 2020
45718	Petty Cash - Dee Roberts	\$	241.34	Miscellaneous - City Hall 23.59 and Water \$217.75
45719	PUD #2	\$	9,477.90	All Depts
45720	Soniclear	\$	395.00	Annual Software Maintenance
45721	South Bend Pharmacy	\$	52.36	UPS Fees - Water Fund
45722	Stangland Septic Service	\$	435.20	Professional Services - Sewer Fund
45723	Staples	\$	415.35	Office Supplies - Muni Court \$80.34, City Hall \$226.61, Police \$14.04, Water \$47.54 and Sewer \$46.82
45724	Steve's Front End & Brake, Inc.	\$	1,586.16	Repair/Maintenance - Streets \$342.02, Water \$622.07 and Sewer \$622.07
EFT Pay	Verizon - EFT Pay	\$	620.06	One Talk - All Depts \$412.83 and Police Laptops \$207.23
EFT Pay	VISA - EFT Pay	\$	3,196.60	City Hall \$1,146.87, Police \$125.82, Fire Dept \$116.75 and Water \$1,807.16
45725	Walter E Nelson Company of Astoria	\$	84.92	Operating Supplies - City Hall
45726	Washington Wildlife & Recreation Coalition	\$	250.00	2020 Membership
45727	Whitney's Inc.	\$	44,498.11	Capital Outlay - Water, Sewer, Mosquito Fund
45728	Willapa Harbor Herald	\$	87.36	Legal Notices
45729	Willapa Veterinary Service	\$	17.62	Dog Board - Police Dept
45730	Zee Medical Service Company	\$	115.00	Operating Supplies - City Hall \$51.75 and Public Works \$63.25
	<b>TOTAL</b>	\$	<b>390,300.17</b>	



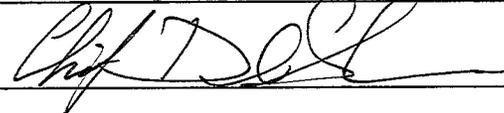

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 Mayor Struck



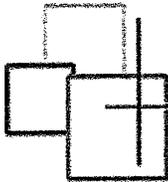

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 City Supervisor Houk




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 Police Chief Eastham



# Register

Number	Name	Fiscal Description	Cleared	Amount
<u>24771</u>	Houk, Lloyd D	2020 - February - Second Council Meeting - February		\$1,650.00
<u>24772</u>	Ashley, Alan	2020 - February - Second Council Meeting - February		\$230.87
<u>24773</u>	Houk, Lloyd D	2020 - February - Second Council Meeting - February		\$3,381.95
<u>24774</u>	AFLAC	2020 - February - Second Council Meeting - February		\$1,137.16
<u>24775</u>	Association of WA Cities	2020 - February - Second Council Meeting - February		\$3,880.18
<u>24776</u>	Dee Roberts-Coffee Fund	2020 - February - Second Council Meeting - February		\$55.00
<u>24777</u>	Dept of Labor & Industry	2020 - February - Second Council Meeting - February		\$1,719.32
<u>24778</u>	Dept of Retirement Systems	2020 - February - Second Council Meeting - February		\$12,487.53
<u>24779</u>	Employment Security Department	2020 - February - Second Council Meeting - February		\$189.62
<u>24780</u>	Nationwide Retirement Solutions	2020 - February - Second Council Meeting - February		\$655.00
<u>24781</u>	Teamster's Local #252	2020 - February - Second Council Meeting - February		\$485.00
<u>24782</u>	The Bank of the Pacific	2020 - February - Second Council Meeting - February		\$18,175.60
<u>24783</u>	Thorbeckes	2020 - February - Second Council Meeting - February		\$58.34
<u>24784</u>	Washington Counties Insurance Fund	2020 - February - Second Council Meeting - February		\$434.50
<u>24785</u>	Washington State Support Registry	2020 - February - Second Council Meeting - February		\$297.73
<u>24786</u>	Washington Teamsters Welfare Trust	2020 - February - Second Council Meeting - February		\$10,533.20
<u>February 2020 Draws</u>	Payroll Vendor	2020 - February - Second Council Meeting - February		\$11,875.00
<u>February 2020 Payroll</u>	Payroll Vendor	2020 - February - Second Council Meeting - February		\$34,291.76
				<b>\$101,537.76</b>

**CITY OF SOUTH BEND  
COUNCIL MEETING – 02/24/2020**

**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.

**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 February 10, 2020 regular meeting. The motion was seconded by Councilor Kuiken. **Vote: Ayes-4, Noes-0, Absent-0**

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

**4. CORRESPONDENCE – NONE**

**5. COUNCIL POSITION #5**

Mayor Struck announced that there were four letters of interest for Council Position #5 and they were included in each of the councilors packets except for one that was received Friday, February 21, after the packets had been transmitted. A copy of that letter was provided to each councilor at the meeting. Those interested are Clarence (Bunny) Williams, Bob Hall, Craig Spredeman and Richard Pearson.

Clerk/Treasurer Roberts explained that at the council meeting on March 9<sup>th</sup> the council will have an opportunity to interview each person, asking a series of pre-determined questions. After the interviews the council will adjourn to executive session to discuss their qualifications only. The council will then return to session and vote. After the vote, the selected individual will be immediately sworn in and the council meeting will proceed.

**6. ITEMS FROM THE PUBLIC – NONE**

**7. DEPARTMENT HEAD REPORTS**

- ✓ Police Chief Eastham advised that after the civil service testing and oral boards on February 11<sup>th</sup> and 12<sup>th</sup> he made a conditional offer to the one applicant that made it through to the roster. He will start working on his background check.
- ✓ Officer Gonzalez is currently working on a sexual assault case involving a juvenile. It will involve overtime, but the majority of it should be covered by grant funds.
- ✓ City Supervisor Houk announced that he recently purchased a new shop truck. It was long overdue and the crew was very happy to have a new truck.

City Supervisor Houk requested permission to surplus a 2005 Chevrolet Shop Truck. Councilor Neve made a motion authorizing the surplus of a 2005 Chevrolet Shop Truck. The motion was seconded by Councilor Davis. **Vote: Ayes-4, Noes-0, Absent-0**

- ✓ City Supervisor Houk noted that the Yellow Deli submitted revised plans today, but they have not been reviewed yet.
- ✓ City Supervisor Houk pointed out that the construction at Mary Rogers Pioneer Park is going very well.

**8. MAYOR'S REPORT**

- Mayor Struck noted that Mary Rogers Pioneer Park was five years in the making. It is nice to see it finally come to fruition.
- Mayor Struck explained that the city has purchased two new benches and a bike rack to go in next to Elixir. The benches that are there are rotting away and one had to be taken out last year because it had become a hazard. The new benches are not made from wood so they will last much longer.

**9. COUNCIL COMMENTS**

- ❖ Councilor Davis asked if there was any plans to revive the First Street Park. City Supervisor Houk advised that he has already been looking at it and hopes to do just that.

**10. ADJOURNMENT**

The meeting was adjourned at 5:38 PM to meet again on Monday, March 9, 2020 for the next regularly scheduled meeting at South Bend City Hall

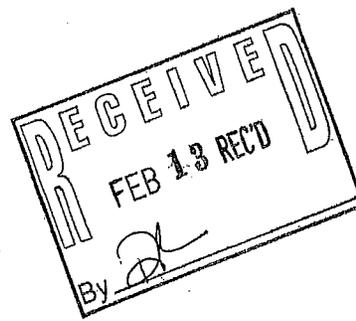
Julie K. Struck  
Mayor

ATTEST:

Dee Roberts  
Clerk/Treasurer

**DRAFT**

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*

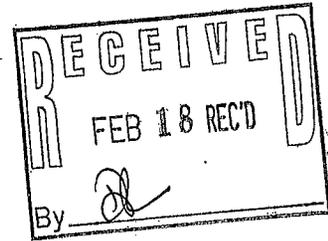
Bob Hall



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 be 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,

A handwritten signature in black ink, appearing to read "Craig K. Spredeman". The signature is fluid and cursive, extending across the width of the page.

Craig K. Spredeman

(360) 975-3210

(818) 620-4051 (cell)

craig@lightinmotionshowcontrol.com

Hi my name is RICHARD PEARSON.  
I AM A RETIRED POLICE SGT. OF 42  
YEARS WITH THE CITY OF SOUTH BEND POLICE DEPT.  
I HAVE LIVED IN BAY CENTER AND SOUTH  
BEND MY ENTIRE LIFE.

I'M VERY INTERESTED IN THE CITY OF  
SOUTH BEND, WHERE IT IS GOING. I WOULD  
VERY MUCH LIKE TO BE INVOLVED IN ITS  
FUTURE.

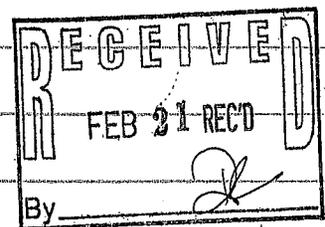
I LOVE THIS CITY AND WOULD LIKE TO  
BE ON THE SOUTH BEND CITY COUNCIL.

IN MY 42 YRS. AS A POLICE OFFICER  
I HAVE SEEN THE CITY TRANSFORM AND  
HAVE A LOT OF PEOPLE IN PACIFIC COUNTY.

SOMEbody WITH MY KNOWLEDGE OF THE  
CITY AND THE PEOPLE WITHIN COULD BE  
A HUGE ASSET TO THE COUNCIL.

THANK YOU FOR YOUR CONSIDERATION.  
IT WOULD BE AN HONOR TO BE A PART OF  
THE COUNCIL FOR THE CITY I LOVE

Sincerely  
  
RICH PEARSON



**2.05.020 Vacancies.**

A. A resignation in the office of mayor or councilmember shall be accepted or announced only at an open and regular meeting of the council. The resignation may be oral or in writing. The resignation may be effective for a date in the future of the meeting that it is announced at. In the event that a councilmember is leaving the position due to being elected mayor, the upcoming opening will be announced at an open and regular meeting.

B. Any vacancy created under subsection (A) of this section shall be acted upon in the following order:

1. First regular meeting, read resignation and declare position open. (February 10, 2020)
2. Second regular meeting, reading of names of candidates for opening. (February 27, 2020)
3. Third regular meeting, reading of additional names of candidates and vote for candidates. (March 9, 2020)

C. The council can establish by motion the procedures which it wishes to use to consider the best qualified candidate to fill the opening.

D. The resigning or terminated mayor or councilmember shall not vote on filling the vacancy created by his resignation or termination. The newly selected mayor or councilmember shall be eligible to begin serving immediately.

E. If a mayor or councilmember resigns, is terminated, or dies after an election, the new person elected to that position shall then be appointed to that seat immediately. (Ord. 1410, 2010; Ord. 1068 §§ 1, 2, 3, 1982).