

**City of South Bend
Council Meeting Via Zoom
Wednesday, May 27, 2020 @ 5:30 pm**

Zoom Link - <https://us02web.zoom.us/j/89419953511?pwd=OFdKTUVYTW91MkRySGdZYVBadDJrdz09>

Call to Order

1. Roll Call
2. Approval of Agenda and Consent Agenda
Approval of Minutes: *May 11, 2020 Regular Meeting*
3. Correspondence
4. Items from the Public
5. Department Head Reports:
 - i) Interim Police Chief Stigall
 - ii) City Supervisor Houk
 - iii) Clerk/Treasurer Roberts
6. Mayor's Report
7. Council Comments
8. Adjournment

ORAL PUBLIC TESTIMONY

If you wish to provide oral public comments during the May 27, 2020 council meeting, please submit an email to dee.roberts@southbend-wa.gov containing the following information:

1. The Meeting Date
2. Your First and Last Name
3. Your City of Residence
4. The Agenda Item(s) that you would like to provide comment
Oral public comment will be accepted for **Action Items Only**.
5. The Telephone Number that you will be calling from

Please note the information you provide may be subject to disclosure pursuant to Washington State's Public Record Act, chapter 42.56 RCW.

To join the Zoom web meeting:

Meeting ID: 894 1995 3511

Password: 989956

Dial-In Phone Number: 1-253-215-8782

Emailed requests to be added to our "Speakers List" must be received by 4:00 pm on May 27, 2020 and **MUST** include **ALL** of the above information. Any omitted information will render the request incomplete and will not be included for public comment during the meeting.

WRITTEN PUBLIC TESTIMONY

If you wish to provide written public comments during the May 27, 2020 council meeting, please email your comments to dee.roberts@southbend-wa.gov and include the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. Your City of Residence
4. The Agenda Item(s) that you are speaking to – Public comments will be accepted for **Action Items Only**
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 via Zoom: Monday, June 8, 2020 @ 5:30 PM

South Bend Council Meeting

Wednesday, May 27, 2020

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #45866 thru Check #45879 - \$189,745.61 Including EFT Payments

5/27/2020

VENDOR	AMOUNT	
45866 Standartpark (Hand Pay)	\$ 4,637.49	Mary Rogers Pioneer Park
45867 Chinook Observer	\$ 94.50	Police Dept
45868 City of Raymond	\$ 23,330.93	RWWTP M & O - April 2020 \$23,205.93 and Operating Supplies WTP \$125.00
45869 Dept of Commerce	\$ 62,967.83	Loan Payment - RWWTP (Next Payment 5/2021 - Payoff 2028)
Dept of Commerce	\$ 26,105.26	Loan Payment - Martin Creek Clean Out - 2007 (Next Payment 5/2021 - Payoff 2027)
Dept of Commerce	\$ 58,082.69	Loan Payment - I & I (Next Payment 5/2021 - Payoff 2021)
45870 Dept of Natural Resources	\$ 2,327.38	Operating Supplies - Fire Dept
45871 Jonathan Quittner	\$ 775.00	Municipal Court Public Defender - May 2020
45872 Pacific County Auditor	\$ 39.00	Release of Utility Lien
45873 Sirennet.com	\$ 3,655.23	Capital Outlay - Police Dept
45874 Steve's Front End & Brake, Inc	\$ 1,192.47	Repair/Maintenance - Fire \$787.09 and Water/Sewer \$405.38
45875 Uita Bright Lightz	\$ 3,671.51	Capital Outlay - Police Dept
45876 Vision Forms LLC	\$ 1,585.11	Statement Automation - April 2020 \$713.80 and May 2020 \$871.31
45877 Walter E Nelson Company of Astoria	\$ 251.21	Operating Supplies - City Hall \$155.12 and Water/Sewer \$96.09
45878 Willapa Harbor Chamber of Commerce	\$ 200.00	Civil Service - Police Dept
45879 William Penoyar	\$ 830.00	Municipal Court Prosecutor - May 2020
TOTAL	\$ 189,745.61	

Mayor Julie K. Struck

Mayor Struck

L. D. Houk

City Supervisor Houk

Stigall

Interim Police Chief Stigall

**CITY OF SOUTH BEND
ZOOM COUNCIL MEETING – 05/11/2020**

1-2. CALL TO ORDER AND ROLL CALL

The council meeting was called to order by Mayor Struck at 5:30 pm followed by roll call by Clerk/Treasurer Roberts. Members present: Councilor Kuiken (signed in at 5:35pm), Councilor Manlow, Councilor Neve, Councilor Davis, Councilor Hall, Interim Police Chief Stigall, 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 April 27, 2020 regular meeting. The motion was seconded by Councilor Hall. **Vote: Ayes-4, Noes-0, Absent-1**

Vendors – Check #45830 thru Check #45864 - \$137,213.53 Including EFT Payments

Check #45865 VOIDED

Payroll – Check #24803 thru Check #24818 - \$111,133.05 Including Direct Deposit

4. CORRESPONDENCE

Clerk/Treasurer Roberts provided the council and staff with some general information about fraudulent unemployment claims that are coming through at various cities throughout the state. She advised she would be providing additional information to the staff.

5. ITEMS FROM THE PUBLIC - NONE

6. RECREATION AND CONSERVATION OFFICE (RCO) GRANT APPLICATION – ATHLETIC FIELD

Mayor Struck explained that Jon Tienhaara, South Bend High School Superintendent will take the lead on applying for the grant and the school will provide the match if the grant application is successful. There will also be an interlocal agreement between the city and the school should the grant come to fruition. The council will approve the agreement and the terms laid out in said agreement prior when it comes to that. Councilor Hall made a motion to authorize the city to apply for an RCO Grant for the South Bend High School athletic field. The motion was seconded by Councilor Kuiken. **Vote: Ayes-5, Noes-0, Absent-0**

7. DEPARTMENT HEAD REPORTS

- ✓ City Supervisor Houk asked the councils permission to surplus a 1998 Chevrolet pickup. City Supervisor Houk advised that the minimum bid will be \$2,500.00. Councilor Neve made a motion authorizing the surplus of the vehicle as presented. The motion was seconded by Councilor Davis. **Vote: Ayes-5, Noes-0, Absent-0**
- ✓ City Supervisor Houk noted that Ashley Construction and the city crew have been working on Adams Street installing two new shut off valves prior to the start of the Transportation Improvement Board (TIB) project.

8. MAYOR'S REPORT

- Mayor Struck explained that she is still meeting three times a week – Monday, Wednesday and Friday – via phone with the Emergency Operations Center (EOC) for updates on COVID-19

and she will pass on any pertinent information as needed. Right now, they are spending a lot of time trying to determine when to open up the beaches in South County. Councilor Davis asked who monitors the canneries and Mayor Struck explained that it is Pacific County's responsibility to handle those issues. The county's lead agency is the Department of Community Development.

9. COUNCIL COMMENTS

- ❖ Councilor Neve asked if it is true that the Pacific County Fair has been cancelled. Mayor Struck confirmed that it was true. The fair, the Willapa Harbor Festival and Come Play on Labor Day have all be cancelled for 2020.
- ❖ Councilor Hall noted that when the library reopens it will have to meet the Centers for Disease Control and Prevention (CDC) standards.
- ❖ Councilor Kuiken reminded everyone to stay muted unless you are talking during our Zoom meetings. It really helps with background noise!

10. ADJOURNMENT

The Zoom meeting was adjourned at 5:58 PM to meet again on Wednesday, May 27, 2020 for the next regularly scheduled meeting via Zoom unless otherwise announced.

Julie K. Struck
Mayor

ATTEST:

Dee Roberts
Clerk/Treasurer

DRAFT