

**City of South Bend**  
**Council Meeting Via Zoom**  
**Monday, September 28, 2020 @ 5:30 pm**

Zoom Link - <https://us02web.zoom.us/j/88472998552?pwd=TFpSNkZzUjBQTi82U2twRWJya3loUT09>

1. Call to Order and Roll Call
2. Approval of Agenda and Consent Agenda  
Approval of Minutes: *September 14, 2020 Regular Meeting*
3. Correspondence
4. Items from the Public
5. *Resolution #2020-03 – Declaring the City of South Bend’s Dock an Emergency (Action)*
6. *Bid Acceptance – Water Treatment Plant Upgrade & Expansion (Action)*
7. Department Head Reports:
  - i) Police Chief Stigall
  - ii) City Supervisor Houk
  - iii) Clerk/Treasurer Roberts
8. Mayor's Report
9. Council Comments
10. Public Comments – Current Agenda Items
11. Future Agenda Topics
12. Adjournment

**ORAL PUBLIC TESTIMONY**

If you wish to provide oral public comments during the September 28, 2020 council meeting, please submit an email to [dee.roberts@southbend-wa.gov](mailto:dee.roberts@southbend-wa.gov) containing the following information:

1. The Meeting Date
2. Your First and Last Name, Your City of Residence
3. The Agenda Item(s) that you would like to provide comment  
Oral public comment will be accepted for **Action Items Only**.
4. 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: 884 7299 8552 Password: 690807**

**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 September 28, 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 September 28, 2020 council meeting, please email your comments to [dee.roberts@southbend-wa.gov](mailto:dee.roberts@southbend-wa.gov) and include the following information with your comments:

1. The Meeting Date
2. Your First and Last Name, Your City of Residence
3. 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 at City Hall Monday, September 28, 2020 @ 5:30 PM unless otherwise notified.*

# **South Bend Council Meeting**

**Monday, September 28, 2020**

## **CONSENT AGENDA**

1. Approval of Vendor Checks

**Vendors – Check #46108 thru Check #46137 - \$188,980.58 Including EFT Payments**

9/28/2020

VENDOR	AMOUNT	
46108 Airnee Ward	\$ 64.55	Reimbursement - Paid for Parks Garbage in error
46109 ALS Group USA, Corp	\$ 20.00	Water Samples
46110 Ashley Construction	\$ 1,535.02	Professional Services - Water \$681.03, Sewer \$291.87, Streets \$562.12
46111 Brim Tractor	\$ 2,745.50	Repair/Maintenance - Water/Sewer/Streets
46112 City of Raymond	\$ 1,113.33	Intertie
46113 Creative Community Solutions	\$ 2,860.00	Professional Services
46114 Crystal Springs	\$ 94.80	Operating Supplies-Water Fund
46115 Filmtec Corporation	\$ 6,720.00	Repair/Maintenance - Water Fund
46116 Gerald Ashley	\$ 35.00	LEOFF 1 Benefits
46117 Grays Harbor County Dept of Public Services	\$ 120.00	Water Samples
46118 Hung Right Doors	\$ 486.45	Repair/Maintenance - Fire Dept
46119 Jonathan Quittner	\$ 775.00	Municipal Court Public Defender - September 2020
46120 Killian Dunkeson	\$ 900.00	Municipal Court Prosecutor - September 2020
46121 Maneman Electric, Inc.	\$ 102.70	Repair/Maintenance - Water Fund
46122 Maynards Body Shop	\$ 2,132.60	Insurance - Police Fund
46123 MB Industrial Motors	\$ 504.57	Repair/Maintenance-Water Fund
46124 Mike Donovan Construction	\$ 4,845.04	Repair/Maintenance (Reimbursed by AWC/RMSA Loss Prev Grant)
46125 Montesano Internal Medicine	\$ 180.00	CDL Exam - C Orkney
46126 Motorola Solutions	\$ 5,462.79	Operating Supplies - Police
46127 Northwest Rock	\$ 513.46	Stockpile - Street Fund
46128 P&L Johnson	\$ 667.45	Repair/Maintenance - Library
46129 Pacific County Sheriff (PACCOM)	\$ 7,651.30	PACCOM - Police \$7,620.39 and Fire \$30.91
46130 Rey-Com	\$ 199.99	Repair/Maintenance - Police

46131	Rognlin's	\$	145,167.53	Pay Request #1 - 4th Street Reconstruction (CDBG Funded)
46132	Staples	\$	128.52	Office Supplies - City Hall \$6.98, Muni Court \$7.28, Police \$3.73, Water \$56.75 and Sewer \$53.78
46133	Steve's Front End & Brake, Inc.	\$	2,033.28	Repair/Maintenance - Streets \$766.41, Water \$766.40 and Sewer \$500.47
46134	Vision Forms, LLC	\$	710.67	Statement Automation
46135	WA Association of Sheriffs & Police	\$	60.00	Dues - L Stigall
46136	Walter E Nelson Company of Astoria	\$	129.23	Operating Supplies - Parks
46137	Willapa Harbor Herald	\$	1,021.80	Legal Notices
46138	JBK Builders	\$	19,112.08	Repair/Maintenance Library - PCOG Funds
<b>TOTAL</b>		<b>\$</b>	<b>208,092.66</b>	

  
\_\_\_\_\_  
Mayor Struck

  
\_\_\_\_\_  
City Supervisor Houk

  
\_\_\_\_\_  
Police Chief Stigall

**CITY OF SOUTH BEND**  
**ZOOM COUNCIL MEETING – 09/14/2020**

**1. 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 Councilor Manlow, Councilor Neve, Councilor Davis, Councilor Hall, Police Chief Stigall, City Supervisor Houk and Clerk/Treasurer Roberts.

**2. 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 August 24, 2020 regular meeting. The motion was seconded by Councilor Hall. **Vote: Ayes-5, Noes-0, Absent-0**

**Vendors – Check #46055 thru Check #46107 - \$305,254.72 Including EFT Payments**

**Payroll – Check #24871 thru Check #24886 - \$104,121.34 Including Direct Deposit**

**3. CORRESPONDENCE – NONE**

**4. ITEMS FROM THE PUBLIC**

Citizen Claire Wolfe from 721 Pacific spoke regarding the planned water outage in South Bend on September 4, 2020. She was extremely disappointed how the outage notifications were handled and thought that the city did a very poor job dealing with the situation.

**5. CHENEY PARK BALL FIELD – COUNCILOR HALL**

Councilor Hall noted that prior to the current interlocal agreement with the South Bend High School the field was mostly used for baseball and soccer. Reserved or scheduled times were in place for games and practices. Sometimes the field was reserved for special times such as during Labor Day. At non scheduled or reserved times the field was available for spontaneous use. Now the field is a baseball only field and locked. Spontaneous use is no longer possible. To date there is no signage that indicates that the baseball field is a joint City of South Bend and South Bend School project. There also should be a sign listing the South Bend High School as the contact for scheduling or for reservations. There are two signs now but there is no phone number, times or contact information for after hours. Maybe an email would be helpful. Councilor Hall asked that Mayor Struck share these ideas and concerns with the district and also ask how they are or if they will provide other uses such as soccer.

Councilor Kuiken spoke up and advised that the football field has been used for soccer for quite some time now. South Bend is the only place in the area for the teams to play so it is in use almost seven days a week.

City Supervisor Houk advised that he has already been in contact with the school about signage. He will bring up the suggested additions.

Mayor Struck advised that she will also talk to Superintendent Tienhaara about his concerns.

**6. DEPARTMENT HEAD REPORTS**

- ✓ Police Chief Stigall explained that he has received complaints about speeders on Washington Street. He will be borrowing Pacific County's speed trailer and setting it up in that area for a bit.

- ✓ City Supervisor Houk reported that the 4<sup>th</sup> Street Reconstruction Project (between Pacific and Willapa) is going well. Most of the utilities are in place. This project is funded by a Community Development Block Grant (CDBG).
- ✓ City Supervisor Houk advised the Water Treatment Plant Upgrade Project bid opening is September 16<sup>th</sup>. This project is funded by the United States Dept of Agriculture, Rural Development (USDA RD) and CDBG.

## 7. MAYOR'S REPORT

- Mayor Struck advised that the recent COVID-19 report from Pacific County shows a total of 77 cases. Twelve are active, 10 confirmed and two are probable. This moves us into the high incident rating which is unfortunate because there will be no in person school until we are back down in the low rating.
  - Mayor Struck gave kudos to the South Bend Fire Department for handling two very serious fires over the last few days. The fire on Payne's Alley Thursday, September 10<sup>th</sup> could have been catastrophic had it not been for the quick action of the South Bend Fire Department as well as multiple other agencies that responded. Thanks for a great job well done.
- Mayor Struck also wanted to reiterate that the public needs to stay away from active fire scenes. At the Payne's Alley fire there were issues with people moving cones to access areas that were off limits to the public because of fire equipment as well as people and vehicles blocking areas that the fire department needed access to. This is not acceptable; it could get someone hurt or worse. It is also against the law.

## 8. COUNCIL COMMENTS

- ❖ Councilor Kuiken gave kudos to all the local agencies that responded to the Payne's Alley fire. It could have changed in a hurry. It was a bad one. The City of South Bend is so fortunate, most if not all of the public works employees are also part of the volunteer fire department. That cross training is invaluable.
- ❖ Councilor Neve also thought that the fire department did a great job.
- ❖ Councilor Davis agreed that the fire department did a great job, it could have gone the other way easily.
- ❖ Councilor Hall gave the fire department kudos for a job well done also.
- ❖ Councilor Hall noted that the boat launch is staying busy with about 20 boats a day.
- ❖ Councilor Hall thanked the city crew for a job well done on replacing the incline ramp at the board walk. It needed to be replaced and they did a great job,
- ❖ Councilor Hall spoke briefly about the ongoing fight on social media about the subdivision of the Harbor Rock property and the possibility of Dollar General building on one of the sub plats. New groups have formed, Willapa Conservation Committee, and many allegations have been made on this site and as Councilor Hall had stated at a previous council meeting, these are opinions but stated as facts. Councilor Hall also noted that public records requests continue to be filed with the city as well as posts, especially by Willapa Conservation Committee, saying there were illegal actions. A number of complaints have been made about the planning commission and the city council and that they did not read and respond to concerns. Councilor Hall believes that the council members did read the concerns and consider them but also believes it is totally unrealistic to think that each concern would be publicly responded to. *(Note: this is a general synopsis of Councilor Hall's comments. Not a verbatim account)*

- ❖ Councilor Manlow gave kudos to his former fire department comrades. It was actually his wife that placed the 911 call with a location of Ferry Street and "BonBon" Alley. 😊 Councilor Manlow said it best "I am really proud of you guys!"

**9. PUBLIC COMMENT – CURRENT AGENDA ITEMS – NONE**

**10. FUTURE AGENDA TOPICS – NONE**

**11. ADJOURNMENT**

The Zoom meeting was adjourned at 5:57 PM to meet again on Monday, September 28, 2020 for the next regularly scheduled meeting via Zoom unless otherwise announced.

Julie K. Struck  
Mayor

ATTEST:

Dee Roberts  
Clerk/Treasurer

**DRAFT**

**RESOLUTION #2020-03**

**A RESOLUTION BY THE SOUTH BEND CITY COUNCIL DECLARING THE CITY OF SOUTH BEND'S DOCK LOCATED NEAR 1015 W. ROBERT BUSH DRIVE AN EMERGENCY SITUATION DUE TO THE DANGER THE DAMAGED DOCK CREATES FOR THE GENERAL PUBLIC AS WELL AS THE POTENTIAL PIER EROSION THAT SUPPORTS LOCAL BUSINESSES NEXT THE DOCK AREA.**

**WHEREAS**, the failure of the dock located near 1015 W. Robert Bush Drive has created an extreme hazard to the general public; and

**WHEREAS**, the fall and winter season is approaching which often includes heavy rains and wind; and

**WHEREAS**, the damage to the dock along with any added stress, including wind and rain, could easily damage portions of the dock that currently remain intact as well as causing further failure of the dock that is now only changed to pilings to prevent it from sinking or drifting away; and

**WHEREAS**, removal of the damaged dock is not an option due to pier erosion.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of South Bend that:

The City and its representatives are authorized to enter into contracts and incur obligations necessary to combat such emergency, to protect the health and safety of persons and property, and provide emergency repairs without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements), including, but not limited to, budget law limitations, requirements of competitive bidding and publications of notices, provisions pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes, and the appropriation and expenditures of public funds.

Upon motion made for the adoption of this resolution, the following vote was cast by the City Council of the City of South Bend on this the 28<sup>th</sup> of September 2020.

**Ayes –**

**Noes –**

**Absent –**

\_\_\_\_\_  
Julie K. Struck, Mayor

**AUTHENTICATED BY:** \_\_\_\_\_

Dee Roberts, Clerk/Treasurer