

**ELMA CITY COUNCIL MEETING MINUTES**  
**January 17, 2023**  
**6:00 P.M. In-Person Meeting with Zoom Option**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

**Mayor Sorensen called the January 17, 2023, City Council Meeting to order. All stood for the Pledge of Allegiance.**

**CALL TO ORDER AND ROLL CALL:**

Wendy Collins called roll. Present were Mayor Sorensen, Josh Collette, John Heater, Pat Miller, Bethany Whipple-Boling, and Mike Cooper.

**CONSENT AGENDA**

Approval of Agenda: January 17, 2023. Minutes going to be in packet for February 6, 2023. Accounts Payable in the amount of \$46,174.39, including EFT's and handwrites from January 2023. Approval of payroll for December 2022 in the amount of \$196,926.95.

**Josh Collette made a motion to approve the consent agenda, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 5-0.**

**NEW BUSINESS - FOP CONTRACT**

Rick Hughes and Doug Luce are working on some legal revisions for the FOP contract. The issue needs to be tabled until council can vote on the completed contract. Mike Cooper would like a short, closed session to review the revisions to the contract before the next council meeting on February 6, 2023.

**NEW BUSINESS - ROCK PROJECT MANAGEMENT AGREEMENT**

Mike Cooper and Bethany Whipple-Boling have been researching and working diligently over the holidays on this. The agreement has been reviewed by Jim Starks, Mayor Sorensen, and attorney Chris Coker. City of Aberdeen has not gotten any grants for this type of project, and they are unsure why. Bethany Whipple-Boling stated, in her opinion, moving forward with this company would be the most beneficial plan for the city as we are over-due.

**Mike Cooper made a motion to authorize Mayor Sorensen to sign a contract with Rock Project Management in the amount of \$79,500.00 which will be paid from real estate excise tax, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 5-0.**

**NEW BUSINESS -2018 TO 2021 AUDIT UPDATE**

Wendy Collins reported on the 2018 -2021 audit. There were not any findings. Both Councilmembers Whipple-Boling and Collette attended the exit conference. The city followed the auditors' requirements and did a good job even through some significant changes such as the financial software upgrade and staffing changes. Bethany Whipple-Boling and Josh Collette reported the auditors on the call mentioned how efficient Wendy and the City of Elma were during this process.

### **NEW BUSINESS - OUTSIDE CITY LIMITS WATER APPLICATION**

Josh Collette made a motion to approve the outside city limits water application, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.

### **NEW BUSINESS - GIBBS & OLSON RESERVOIR REPLACEMENT PROJECT**

Mayor Jim Sorensen mentioned how important it is that this project gets going.

Mike Cooper made a motion to approve a signed agreement with Gibbs & Olson to move forward in replacing the reservoir in the amount of \$195,300.00, seconded by Josh Collette. All council members voted in favor. Motion carried 5-0.

### **NEW BUSINESS-APPROVAL OF WINTER WINE FESTIVAL FOR THE CHAMBER**

Josh Collette made a motion to authorize Elma Chamber of Commerce to run the Winter Wine Festival, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 5-0.

### **6-YEAR STIP AMENDMENT RESOLUTION**

Jim Starks reported that at the public hearing in February, they will be amending the current 6-year street plan to include the new design plans for E Main St/Highway 12.

### **OUTSTANDING ITEMS**

Body Cameras - Chief Shultz reported the cameras are currently being installed in the police cruisers and the department intends on having all training done and to go live with cameras on March 23<sup>rd</sup>.

Theater Demo - Still waiting on Santee and the Department of Commerce.

ARPA Projects - This category is too broad and needs to be more specific to the individual projects.

Fire Station Roof-The project is weather permitting and waiting on the rain to stop.

Young Street Building - Mayor Sorensen would like to bring Alan Gozart to the next work session to present his plans and the councilmembers agree. Mayor Sorensen would like to meet with the finance committee for further discussion. Josh Collette would like an image of the remodel layout on the screen for more clarification.

Welcome to Elma Signs -Mayor Sorensen reported these are being worked on, slowly but surely. The signs are important for our community and are a long-term commitment.

### **COMMITTEE REPORTS**

Parks & Public Works -Josh Collette stated a committee meeting will be scheduled soon. Councilmember Collette is meeting with the parks board on Thursday. Pat Miller informed council that the Public Works Deputy interviews are still in progress.

Public Safety - John Heater reported that a committee meeting is scheduled for Thursday.

Finance - Bethany Whipple-Boling reported a committee meeting will be scheduled soon.

Culture & Recreation - John Heater reported they are working on scheduling a committee meeting for next week.

Capital Facilities - Mike Cooper reported now that they have the capital facilities plan, they are going to be very busy and will get a meeting scheduled.

Legislative -Mike Cooper reported they will be setting up a meeting soon.

### **AD HOC COMMITTEES**

Chamber Rental - Mayor Jim Sorensen reported the chamber rental committee met to discuss rent for the chamber to utilize the current building owned by the city. The chamber uses it along with utilizing it as a visitor center. The chamber agreed to keep the visitors center open on Saturdays for 4 hours, which is in addition to the current weekly coverage hours. The 4 hours of coverage will cost the city \$400 per month. In lieu of the city paying the chamber for the additional coverage hours, the Elma Chamber of Commerce will operate 4 hours on Saturdays and will be pay \$200.00 for a monthly rental fee. This will offset the agreement of \$600 for monthly rent.

### **OTHER STAFF REPORTS**

Dee Depoe - New library card designs are now available. New play dates were added for the children. There will be an author presentation in February for the adults. She is still waiting on some parts for the library expansion.

Jillanna Bickford- Winter Wine Festival planning is going great and tickets are selling fast.

### **CITIZEN COMMENT**

Bobette Webber - Needed clarification regarding some acronyms with the chamber rental issue.

Ron Woodman -Asked questions about the new police station and when they will be moving into their new building.

Bernadette Bower - Reinforced how important it is for the police department to have a safe and healthy building to work in.

### **MAYOR'S REPORT**

Mayor Jim Sorensen expressed his concern for the critical staffing levels in the emergency dispatcher's department within Grays Harbor County. He highly recommends posting and/or sharing these concerns on social media pages. Discussion followed regarding the demands and requirements of E-911 Dispatchers.

### **COUNCIL REPORTS**

John Heater - Expressed concern that the Public Works Director position should be split into 2 positions as it is such a high demanding job.

Mike Cooper - Expresses concern about our healthcare systems and how much stress they have been under lately.

Next work session will be January 23, 2023, at 6:00 p.m.

Next council meeting will be February 6, 2023, at 6:00 p.m.

ADJOURNMENT

Mike Cooper made a motion to adjourn, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 5-0.

Jim Sorensen

Jim Sorensen - Mayor

Wendy Collins

Wendy Collins - City Clerk/Treasurer