



# Elma City Council Meeting

March 6, 2023

## Minutes

In-Person Meeting with Zoom Option

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

Mayor Sorensen called the March 6, 2023, City Council Meeting to order. All stood for the Pledge of Allegiance.

### **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: March 6, 2023

Approval of Minutes: February 21, 2023

Approval of Payroll for February 2023, checks #46804 - 46896, including EFTs in the amount of \$196,295.44

Approval of January 2023 Treasurer's Report

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

### **WRITTEN STAFF REPORTS**

Councilmember Josh Collette said he appreciates seeing the written staff reports in the packet, however, since the Outstanding Items category was added to the agenda, the information provided in the written reports is responded to at that time. He does not see a reason for staff to continue providing written updates for the council. The other councilmembers agreed. The Written Staff Reports section will be removed from future agendas.

### **NEW BUSINESS -AMENDMENT ON BUDGET FOR FIRE STATION ROOF**

Wendy Collins worked with Chris Coker to determine if the city could use the ambulance fund to pay for the fire department's roof instead of using the REET fund. Chris Coker reported that he didn't see any legal issues with that solution as long as it happens via ordinance with a budget amendment. Any money coming into the ambulance fund would be minimal, but any revenue remaining would go to the police managerial fund. Mike Cooper suggested leaving the ambulance fund as is for future Fire Department roofing needs.

### **NEW BUSINESS-DEPT. OF AGRICULTURE & RURAL DEVELOPMENT GRANT**

Norm McLaughlin reported that he would highly recommend submitting an application for the federal grant by Maria Cantwell to fund the police building and remodel. Senators get 15 grant picks per year, and Representatives get 10 picks. Bernie O'Donnell mentioned that the award money would be \$1.7 million dollars. The ability for reimbursement of monies already spend is a possibility. Our application would need to be in by March 10<sup>th</sup>. Decisions on grant awards should be made around October of 2023.

The City of Elma Council reserves the right to take action on any item placed on the agenda regardless of the manner in which it is stated.

Americans with Disabilities Act (ADA) Accommodation is provided upon request.

The City of Elma is an equal opportunity provider and employer.

La ciudad de Elma es un proveedor de igualdad de oportunidades y el empleador.

**Mike Cooper made a motion to move forward with the application for the Department of Agriculture & Rural Development-Building and Facilities Grant in the amount of \$1.7 million for the new police building and remodel project, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.**

#### **NEW BUSINESS - SET PURCHASE BUDGET FOR NEW CITY COUNCIL LAPTOPS**

The mayor has requested the council purchase new laptops to replace their old iPads. Councilmembers Miller, Whipple-Boling, Cooper, and Collette reported that they would like the laptops to be uniform as these are public funds and will need to be transferred from the current councilmember to new councilmembers as they are voted in. Josh Collette suggested setting a budget in the amount of \$7,500.00 for all five laptops. Pat Miller would like to shop around before setting an amount. Wendy will research options.

#### **OLD BUSINESS - CHAMBER OF COMMERCE RENTAL AGREEMENT**

Mayor Sorensen reported that after meeting with the Chamber Rental Committee, the Chamber of Commerce did make a few small changes to the agreement such as staff names and dates. Pat Miller mentioned that he would really like to see the Chamber open on weekends to welcome visitors. Mike Cooper clarified that the agreement with the chamber would require \$200.00 monthly rent along with an additional 4 hours of operation time on a Saturday or a Sunday. An updated copy will be in the next meeting's packet.

#### **OLD BUSINESS - MOVING COURT TO YOUNG ST**

Mayor Sorensen stated if the courts move to the new police building, we would need to put in a service window for them. Chief Shultz countered that a service window is not necessarily a priority because they have a drop box and can change the court payments for fines and fees to an online option. Pat Miller is not in favor of removing the municipal courts because it is a valuable service for our community. John Heater and Bethany Whipple-Boling reported they would like to see the courts gone but if we are keeping them, they need to move over to the new police building. The city is still waiting on a financial report from Grays Harbor County. Mike Cooper reported the courts should move in order to create future usable space in city hall.

**Mike Cooper made a motion to move the municipal courts over to the new police building at 316 W Young Street once the remodel is complete, seconded by Josh Collette. All council members voted in favor. Motion carried 5-0.**

#### **OUTSTANDING ITEMS -THEATER DEMO AND ROUNDABOUT**

Jim Starks reported that he is still waiting on GHCOG (Grays Harbor Council of Governments) and Washington State Dept. of Transportation to communicate more information about our projects. They've delayed obligations because there are going to be new requirements, and we wouldn't get through the review in time. Jim is making phone calls and working with the correct people to get some of these outstanding projects taken care of.

#### **COMMITTEE REPORTS**

Parks and Public Works - Josh Collette reported that the parks board will be meeting soon with Bernie from Rock Project Management. Bernie reported that he and his team took thousands of pictures of our existing buildings and utilities and are working on a new plan for the city. They've listened to many employees' opinions and have gotten a good history of our city.

Legislative - Mike Cooper reported that the legislative cut-off week is coming up on the 15<sup>th</sup> of March, meaning that all house bills must be on their way to the senate, and all senate bills have to be on their way to the house.

### **OTHER STAFF REPORTS**

Building Official - Joe Chrystal reported Grocery Outlet is still in the process of getting their required permits.

### **CITIZEN COMMENT**

Bernie O'Donnell -Requested that Rock Project Management be invited to all committee meetings related to facility planning, so they can get the best insight.

### **CLOSED SESSION**

Mayor Sorensen called for a 20-minute Closed Session at 7:20 pm to discuss union negotiations.

At 7:40 p.m. Mayor Sorensen extended the Closed Session for another 15 minutes.

At 7:55 p.m. Mayor Sorensen ended the Closed Session and resumed regular meeting.

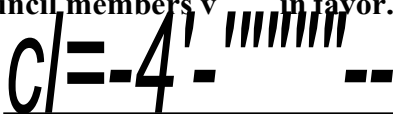
### **NEXT MEETING**

The next Council Meeting will be Monday, March 20, 2023, at 6:00 p.m.

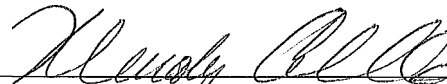
The next Work Session will be Monday, March 27, 2023, at 6:00 p.m.

### **ADJOURNMENT**

At 7:56 pm, Pat Miller made a motion to adjourn, seconded by Bethany Whipple-Boling. All council members v in favor. Motion carried 5-0.



Jim Sorensen, Mayor



Wendy Collin , Clerk-Treasurer