



Elma City Council Meeting

May 15, 2023

Minutes

In-Person Meeting with Zoom Option

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Mayor Sorensen called the May 15, 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, Bethany Whipple-Boling, Pat Miller, and Mike Cooper.

PRESENTATION – 2022 ANNUAL REPORT FOR TIMBERLAND REGIONAL LIBRARY, VIA ZOOM

Cheryl Heywood, Executive Director, reported that the Timberland Regional Library serves roughly 550,000 people in Grays Harbor, Pacific, Lewis, Mason, and Thurston Counties. In 2022 there was a 12% increase in new library operation hours across the 5 counties. Last year they had a summer reading program that will continue this summer. She introduced a new literacy program called “Grow a Reader” that allows the tracking of children’s favorite books from ages 0-6. Their new expanded access is available at Elma, Hoodspoint, Packwood, Naselle, Ocean Park, and McCleary. There was a 35% increase in physical check-outs at our Elma branch.

PRESENTATION – ROCK PROJECT MANAGEMENT SERVICES DRAFT

Bernie O'Donnell reported that this draft will thoroughly go over all 98 projects that need to be done. It also will go over how the city will be paying for these projects including about 30 different grants from state or federal levels. The 200+ pages in the report will explain each project in full detail. The draft helps us understand exactly what needs to be done within our city. Bernie explained that there would be 4 phases of this grand plan. Some expenses are ones that will be reoccurring annually while others should be one-time costs.

CONSENT AGENDA

Approval of Agenda: May 15, 2023

Approval of Minutes: May 1, 2023

Approval of March 2023 and April 2023 Treasurer's Report

Approval of Payroll for April 2023 including EFTs in the amount of \$192,909.09

Approval of Accounts Payable for May 2023 including EFTs in the amount of \$248,616.03, which includes an invoice for Andy's Auto Parts in the amount of \$165.64

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

NEW BUSINESS – ELMA LITTLE LEAGUE BATTING CAGES

Brad Olson reported that nothing has been done with the batting cages. Little League wants to buy a new pitching machine but without the building being secured, they worry it would be stolen. Jim Starks reported that the siding has been ordered and it is a possibility that we will have to get a small works roster going if we can't get a volunteer crew set up.

NEW BUSINESS – TOURISM GRANT REQUEST TO HOST LITTLE LEAGUE TOURNAMENT

Stacie Tobey reported that Little League has the opportunity to host 2 different tournaments, having more than 100 individuals each night, but in order to host these events, they are required to fix a few issues with their fields. Stacie believes this would be a good time to use tourism dollars because these events will bring many people into our community to stay at our hotels and RV park, shop our businesses, and patronize our restaurants. They are requesting up to \$5,400.00 for these necessary repairs to the fields.

John Heater made a motion to authorize up to \$5,400.00 from tourism dollars for Elma Little League projects, seconded by Josh Collette. All council members voted in favor. Motion carried 5-0.

NEW BUSINESS – OUTSIDE CITY LIMITS WATER APPLICATION

Jim Starks reported the city received an application for water utility service for a future home and several outbuildings for animals outside city service area. Mr. Starks recommended approving the application with a few conditions of service.

Mike Cooper made a motion to authorize and approve the application for outside city limits water utility service at 996 Monte Elma Rd, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.

NEW BUSINESS – HOURLY WAGE FOR SUMMER HELP

Jim Starks mentioned that over the last couple of years, we have lost many of our summer help hires to other places that are paying more money. He asked the council to increase the hourly wage for summer help to the \$18.00-\$20.00 range.

Josh Collette made a motion to increase summer help wages to \$20.00 an hour, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.

AT 6:58 PM MAYOR SORENSEN PASSED THE MEETING OVER TO MAYOR PRO-TEM BETHANY WHIPPLE-BOLING TO AVOID A CONFLICT OF INTEREST.

NEW BUSINESS – JOB DESCRIPTION FOR PART-TIME TEMPORARY INTERN (CCAP)

Bethany Whipple-Boling reported that they approved the position a while ago and this is just a description of the job to have it prepared and ready. A new temporary part-time employee has recently started from Coastal Community Action Program.

Josh Collette made a motion to approve the part-time temporary intern job description, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.

AT 6:59 PM MAYOR PRO-TEM BETHANY WHIPPLE-BOLING PASSED THE MEETING BACK OVER TO MAYOR SORENSEN

NEW BUSINESS – 2022 ANNUAL FINANCIAL REPORT

Bethany Whipple-Boling reported that upon review, she believes the 2022 annual report looks great and she and Pat Miller would recommend approval.

Bethany Whipple-Boling made a motion to approve the submitted 2022 Annual Financial Report, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.

ORDINANCES/RESOLUTIONS – ORDINANCE TO COMPLY WITH BLAKE DECISION

Mayor Sorensen stated he wanted to bring this issue to the council's attention in the event the state legislature does not do something regarding the Blake Decision. If no decision is made, he firmly believes the council would need to pass this ordinance.

OUTSTANDING ITEMS – BODY CAMERAS

Chief Susan Shultz reported that they have had a few different glitches with their body cameras, so she has not officially signed off on them yet.

OUTSTANDING ITEMS – THEATER DEMOLISHION

Jim Starks mentioned that last week there was a doodle pole sent out and some time this week they will have a meeting with people from Department of Commerce and Department of Ecology to further the application and to see how much they will be able to assist us.

OUTSTANDING ITEMS – CROSSWALK UPGRADES / STREET LIGHTING

Jim Starks reported he was going to wait to see what they offer at a workshop later in the month in order to be able to combine those 2 sets of funds to help the city out with the upgrades.

COMMITTEE REPORTS

Parks and Public Works – Josh Collette reported that parks have not met. Public Works met, and they talked about the summer help wages and some tree trimming that needs to happen between 17th and 18th Street.

Public Safety – Josh Collette mentioned they met twice to discuss the homelessness ordinance they are working on as well as the ordinance about the Blake decision.

STAFF REPORTS

Police Chief – Susan Shultz reported they believe the computer system has gone down in her cruiser. It is currently with the Dodge dealership up in Renton. The dealership informed her that it needed a new engine in the amount of \$14,000.00. She stated she does not believe it is the engine because it appears to be some kind of a computer issue.

Clerk-Treasurer – Wendy Collins stated that her and Jim Starks attended the WCIA audit, going through questions and making sure vehicle and property schedules are up to date. Jim took a member of WCIA over to the senior center and overall, the audit went well. Wendy thanked the council for reviewing and approving the Annual Financial Report for 2022. It is a tremendous amount of work, and it is always a relief when it is submitted.

Public Works Director – Jim Starks reported on how well Larry Skinner, our consultant from BHC Consultants, is managing the building official workload.

OTHER STAFF REPORTS

Librarian – Dee Depoe reported that in August, they will be hiring for Anywhere Library, this will be a bookmobile that will service all of Grays Harbor County. It will provide story-times for day cares, etc.

Chamber of Commerce – Jillanna Bickford reported the Chamber is getting set for Friday Markets, the Elma city-wide garage sale, and they have at least 60-people signed up for Heat on the Street.

AT 7:26 P.M. MAYOR JIM SORENSEN CALLED FOR A 10-MINUTE EXECUTIVE SESSION FOR TWO PERSONNEL MATTERS.

THE EXECUTIVE SESSION ENDED AT 7:36 P.M. AND MAYOR JIM SORENSEN RESUMED THE COUNCIL MEETING.

NEW BUSINESS – CONTRACT WITH INDIGENT DEFENSE ATTORNEY

Josh Collette made a motion to authorize Mayor Sorensen to terminate the Indigent Defense contract with the Public Defender, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried 5-0.

MAYOR'S REPORT

Mayor Sorensen reported that at his last Grays Harbor Transit board meeting, it came to his attention that our East County rider levels are back to pre-covid numbers and are continuing to go up. This is exciting news that some things are getting back to normal.

CITY COUNCIL REPORTS

Mike Cooper – Inquired about optional cooling centers around Elma with the hot weather we've been having. Mayor Sorensen reported that in the past, he has set up and staffed the Elma Senior Center and not many people showed up. It is hard to staff an event like that.

Josh Collette – Reported that last Tuesday, there was a Parents' Night Out. There was a good turn out and a lot of good information was shared regarding how to speak to your children about drugs.

NEXT MEETING

Work Session, Monday, May 22, 2023, at 6:00 p.m.

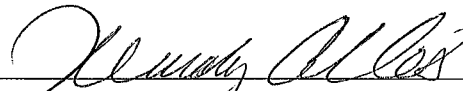
City Council Meeting, Monday, June 5, 2023, at 6:00 p.m.

ADJOURNMENT

At 7:44 p.m., Pat Miller made a motion to adjourn, seconded by Josh Collette. All council members voted in favor. Motion carried 5-0.



Jim Sorensen, Mayor



Wendy Collins, Clerk-Treasurer