



Elma City Council Meeting

November 20, 2023

Minutes

In-Person Meeting with Zoom Option

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Mayor Sorensen called the November 20, 2023, City Council Meeting to order. All stood for the Pledge of Allegiance.

ROLL CALL:

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

CONSENT AGENDA

Approval of Agenda: November 20, 2023. Add Ordinance #1212 under Ordinances/Resolutions for the amended ordinance.

Approval of Minutes: Special Meeting October 30, 2023, and November 6, 2023

Approval of November 2023 Accounts Payable in the amount of \$339,155.60. Andy's Auto Parts & Service in the amount of \$496.89, totaling \$339,652.49.

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

PRESENTATION – REPORT FROM FIRE CHIEF KENNY WARD

He has been busy working on the East Grays Harbor Fire & Rescue's budget presentation for 2024. He reports that their response time has been getting lower. The station has 8 new volunteers working with them and they will be starting a fire cadet program at the Elma High School soon.

PRESENTATION – GREATER GRAYS HARBOR

Lynnette Buffington presented the Municipal Services Agreement slideshow to the council which displayed their main areas of focus.

PRESENTATION – ROCK PROJECT MANAGEMENT SERVICES UPDATE

Kristen Bryant from Rock Project Management Services presented some updates on our grants that they've been assisting us with. \$261,200.00 from the Department of Transportation for the Safe Streets and Roads for All was granted to the city for road improvements. The Department of Energy, Office of Clean Energy grant was not awarded to us. \$100,000.00 grant from the Washington State Recreation and Conservation Office (RCO) was also awarded to the City of Elma for park upgrades. Lastly, we are still waiting to hear back on the \$50,000.00 grant from the Washington State Department of Archaeology & Historic Preservation (DAHP), they will decide mid-January 2024.

NEW BUSINESS – GREATER GRAYS HARBOR SERVICES AGREEMENT

Josh Collette made a motion to authorize the mayor to sign the Greater Grays Harbor Services Agreement, seconded by Mike Cooper. All council members voted in favor. Motion carried 5-0.

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.

NEW BUSINESS – TRL SPECIAL EVENT PERMIT

John Heater made a motion to approve the Timberland Regional Library's Special Event Permit to have their VIP Gaming event, seconded by Josh Collette. All council members voted in favor. Motion carried 5-0.

RESOLUTIONS/ORDINANCES – AMENDED ORDINANCE

Ordinance #1212 has been amended to include the numbers from the county. It must be at Grays Harbor County by December 1st, 2023.

Josh Collette made a motion to adopt the amended Ordinance #1212, RCW 84.55.120, seconded by Mike Cooper. All council members voted in favor. Roll call taken in affirmation. Amended Ordinance #1212 adopted 5-0.

Our Clerk-Treasurer, Amy Durga reported that the Grays Harbor County requires that the governing body determine how they would like their refund in the amount of \$466.95, Option A) re-levy all funds, Option B) re-levy part of funds, or Option C) do not wish re-levy any funds.

Josh Collette made a motion to select Option A, re-levying all funds, seconded by John Heater. All council members voted in favor. Motion carried 5-0.

OLD BUSINESS – 2024 BUDGET / WATER RATE INCREASE

Mayor Jim Sorensen mentioned that himself as well as the Public Works department highly recommends increasing our water rates by 7.5% to match the rate of inflation from this last year. Josh Collette would also like to see the City of Elma raise the rates by 7.5% and would like to see a resolution written up by the December 4th meeting. Mike Cooper wanted to talk about the 2024 budget and mentioned that he has a list of items that he would like to see updated/changed on the proposed budget. He would like to see what positions will potentially be open at the city, how many new police vehicles we intend to buy, and he believes the sales tax revenue should be lowered due to a local car sales store closing. The council talks about their salaries and the money that was put into a fund for training for them.

OUTSTANDING ITEMS – WELCOME TO ELMA SIGNS

Public Works Director Rick Eaton reports that the sign being installed down by Highway 12 needs to be out of the WA State Right of Way and will need to be relocated once our traffic circle gets built. The sign being installed on the East end of town is going to be a little more difficult due to lack of space to place the sign.

OUTSTANDING ITEMS – GARAGE DOORS ON VISITOR'S CENTER

Rick Eaton reported that he is getting an updated quote from Hung Right Doors because the one we got in 2022 was expired. He has a meeting with Red Door Interiors, LLC on Wednesday to get a quote, and will need to schedule a meeting with Johnson & Johnson Doors to get a third quote. We will then choose the best company to complete the job. Pat Miller asks if we would be able to use hotel/motel funds to redo the parking lot behind the Chamber of Commerce as it is in bad condition.

OUTSTANDING ITEMS – SECURITY PROJECT IN CITY HALL

Mayor Sorensen reported that our new doors still need to have a crash bar installed on them.

OUTSTANDING ITEMS – STREET LIGHTING & CROSS WALK UPGRADES

Mike Cooper mentions that he and council member Josh Collette do not want to go through another school year without having these dynamic crosswalks installed. He would like to see the Street Lighting and the Cross Walk Upgrades put together on the outstanding items list. Mike Cooper also wanted to bring up the speed limit issue down by the school, and Josh Collette mentioned that this issue could be added as an outstanding item on the agenda.

COMMITTEE REPORTS

Finance – Bethany Whipple-Boling reported that they had some great discussion at their meeting. They are pleased with the work, tolerance, and efficiency that Amy has provided since joining the City of Elma.

Culture & Recreation – John Heater shows the council a picture of what the garage doors on the Chamber of Commerce were intended to look, and he believes we should get as closely to the original design as we can.

Capital Facilities – Mike Cooper reported that he would like to see updated pricing for the remodel of the new police station building.

Legislative – Mike Cooper is hopeful in the fact that Representative Chapman and his team are attempting to assist the City of Elma with a grant in the amount of \$30,000.00 to supply all city-owned buildings as well as all police vehicles with a defibrillator for the safety of our community.

OTHER STAFF REPORTS

Public Works Director – Rick Eaton mentioned that he would like to add the City of Elma back to the Chehalis Basin Partnership, Mayor Sorensen agrees with him. Rick also reported that they have advertised the Building Official/Code Enforcement Officer position and they've received 3 applications back thus far. Council is aware that we are on borrowed time with our part-time temporary Building Official, Larry Skinner, and that we can't go much longer without getting a full-time Building Inspector. **Mike Cooper made a motion to authorize the mayor to sign an agreement with GMP Consultants to purchase the partial package in the amount of \$10,500.00, plus expenses, if there are not 5 qualified applicants by the council meeting on December 4th, seconded by Pat Miller. All council members voted in favor. Motion carried 5-0.**

Librarian – Dee Depoe wanted to thank council for approving their special event permit.

CITY COUNCIL REPORTS

Josh Collette – Reported that he wishes we would reduce the number of committees or combine some of them, that way they will all be able to conduct meetings.

Mike Cooper – Thanked the folks that ran for the elected positions for being civil with each other and mentioned that he is looking forward to a productive next year with our new Officials.

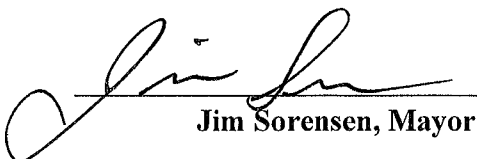
NEXT MEETING

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

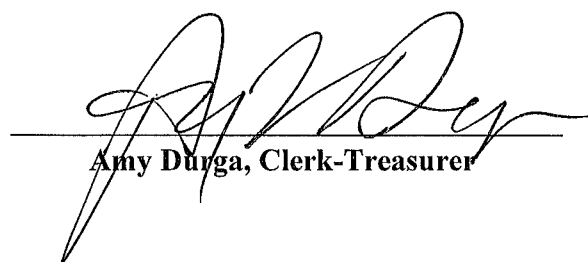
The next Council Meeting will be Monday, December 4, 2023, at 6:00 p.m.

ADJOURNMENT

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



Jim Sorensen, Mayor



Amy Durga, Clerk-Treasurer