



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES  
October 26, 2021, 6:00 P.M.  
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

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**CALL TO ORDER:**

Mayor Shawn O'Neill called regular city council meeting to order at 6:04 pm.

**INVOCATION:**

Invocation was led by Bryan Morris

**PLEDGE OF ALLEGIANCE:**

Mayor Shawn O'Neill led the flag salute.

**ROLL CALL:**

Council members present Shawn O'Neill Mayor, Don Webster Councilor #1, Larry Stafford Councilor #2, LaVerne Haslett Councilor #3, Heather Stewart Councilor #4, Duane Crouse Councilor #5.

City staff members present: City Clerk- Rachelle Denham, Treasurer -Mary Wood, PW/Comm Dev -Bryan Morris, Police Dept-John Brockmueller & Judy Godbey, Court-Katie Clark.

<b>MOVED:</b>	Duane Crouse	Motion: Approval to excuse council member, Donald Webster & Jim Buzzard (legal Counsel) from council meeting.
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried: 4 aye and 0 nay.	

**CONSENT/APPROVAL OF AGENDA:**

<b>MOVED:</b>	Duane Crouse	Motion: Approval of Agenda – As Presented
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried: 4 aye and 0 nay.	

**APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETING:**

<b>MOVED:</b>	Heather Stewart	Motion: Approval of Minutes of Regular Council Meeting from October 12, 2021
<b>SECONDED:</b>	Duane Crouse	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried: 4 aye and 0 nay.	

**APPROVAL OF MINUTES FROM SPECIAL BUDGET WORKSHOP MEETING:**

<b>MOVED:</b>	Larry Stafford	Motion: Approval of Minutes of Special Budget Workshop from October 20, 2021
<b>SECONDED:</b>	Heather Stewart	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried: 4 aye and 0 nay.	

## **STAFF & COUNCIL REPORTS:**

City Clerk-Rachelle Denham

- Busy time in the office, working together and looking forward to getting budget season behind us.

Councilor #5-Duane Crouse

- Inquired about the RR crossing. BN is not regulated like we are, but they are working on fixing the issue and it's a slow process.

Chief of Police-John Brockmueller

- Operations are normal and John went around to businesses left his business card and it caught business owners off guard. Security checks is a normal practice of police work and will continue to be done. Some business owners called and left messages at the PD thanking John for the security check. Trunk or Treat will be held at the fire station on Halloween from 6-8 p.m., so make sure to bring your kids.

## **OLD BUSINESS:**

Lewis County Energy Innovation Coalition Presentation: Kelly Johnston and Joe Clark shared information about the hydrogen project. Lewis County Economic Alliance formally EDC serves as the backbone organization supporting the overall effort. The vision is to create prosperity through clean energy innovation. This will be done with the three pillars: **Energy Innovation Center** that attracts industry, research facilities and develops local projects, **Energy Innovation Coalition** that brings together private, public, educational sectors and to develop **large-scale, high-impact projects** that position Lewis County as an energy leader in the PNW. Utilizing federal and state grant opportunities to jumpstart specific projects. So far, the coalition received a \$35,000 Planning Grant and has applied for a \$2.5m in Capital Facilities project grant for a hydrogen fueling station. They invited the City of Napavine to join the coalition and be part of this effort in renewable energy in the early stages of planning. The first coalition meeting is November 9<sup>th</sup> and will be held virtually.

## **NEW BUSINESS:**

### **VOUCHERS- M WOOD:**

**Electronic Payments dates EFT\*20211010-12 \$1,066.40; Electronic Payroll payment dates EFT\*20211006-09 - \$12,173.25; ACH deposit dates 10/14/2021 Direct Deposit - \$20,178.33 Vouchers Grand Total = \$113,610.61**

<b>MOVED:</b>	LaVerne Haslett	Motion: Approval of the Vouchers dated October 26, 2021
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: No Discussion</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

### **Resolution 21-10-121 Capital Facilities Plan- M Wood**

<b>MOVED:</b>	LaVerne Haslett	Motion: To approve resolution 21-10-121 for the Capital Facilities Plan
<b>SECONDED:</b>	Larry Stafford	
<i>Discussion: LaVerne would like to see a five-year projection from each department with the Capital Facilities Plan so citizens are better informed. The Capital Budget Plan is an informed document where if citizens want to know more information they can read entirely and can reach out to the Treasurer, Mary Wood for clarification. Shawn made the comment that when we meet at the council meetings come informed since the information is given ahead of time. This allows for a vote to be made and hopefully have short discussion vs. lengthy budget workshop conversations.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

## **2022 Lewis County Jail Bed Contract**

<b>MOVED:</b>	Don Webster	Motion: To approve the 2022 LC Jail Bed Contract
<b>SECONDED:</b>	LaVerne Haslett	
<i>Discussion: The contract included a 3% increase to the daily bed rate.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

## **COUNCIL CONSIDERATION:**

### **Select 2022 Budget A (Maintain Courts) or Budget B (Eliminate Court)**

<b>MOVED:</b>	Larry Stafford	Motion: To set a Mandatory Budget Workshop, November 3, 2021, from 5:30-7:30 p.m.
<b>SECONDED:</b>	Duane Crouse	
<i>Discussion: Shawn opened by saying that the council needs to be thinking of what budget they are planning to vote on. Mary is currently working on two budgets and a decision needs to be voted on at the next council meeting, November 9, 2021, which budget will be approved, Budget A or B. Some last-minute conversations and information were given today regarding the court budget and in all fairness, it is a good idea to pump the brakes and gather the additional information before moving forward. Shawn suggested another budget workshop where all council and department heads attend. This would provide everyone an opportunity to share information, updated figures using 2018, 2019, 2020, and YTD numbers for averages and to compute the budget figures. Different people using figures and not explaining has caused some confusion and concern. The figures used in the initial estimated budget was from 2020 data only. It's important to be informed and budget workshops are the place to discuss in depth any questions pertaining to the budget.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

## **CITIZEN COMMENTS (NON-AGENDA ITEMS):** None

## **GOOD OF THE ORDER:**

LaVerne Haslett brought handouts with budget information regarding the court to give to council members. Shawn had commented that it would be a good idea to bring this information to the budget workshop where it could be a better use of time. LaVerne stated that would be fine, but she still wanted to give the information at council meeting.

## **ADJOURNMENT:**

<b>MOVED:</b>	Larry Stafford	Motion: To Adjourn Regular Council Meeting
<b>SECONDED:</b>	Duane Crouse	
<i>Discussion: Meeting Adjourned at 7:18 p.m.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried; 4 aye and 0 nay.	

*These minutes are not verbatim. If so desired, a recording of this meeting is available online from freeconferencecall.com at the link <https://fccdl.in/C8ojHibxfh>*

**Respectfully submitted,**

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Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor