



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES

September 9, 2025, 6:00 P.M.

Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Mayor Shawn O'Neill called the regular city council meeting to order at 6:00pm.

INVOCATION:

The 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, Brian Watson Councilor #1, Donald Webster Councilor #3, and Heather Stewart Councilor #4, and Duane Crouse Mayor Pro Tem.

City staff members present: City Clerk – Rachelle Denham, Chief of Police – John Brockmueller, Treasurer - Michelle Whitten, CD/PW Director - Bryan Morris, Court Administrator – Lacie DeWitt. Not Present: Legal Counsel – Jim Buzzard.

MOVED:	Don Webster	Motion: Excuse Councilor Ivan Wiediger.
SECONDED:	Brian Watson	
<i>Discussion:</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

CONSENT/APPROVAL OF AGENDA *Items amended: Remove Executive Session due to having no legal representation present. Remove setting a public hearing date for Napavine Investors LLC, Add: Termination of the Rognlin Development Agreement.*

MOVED:	Duane Crouse	Motion: Approval of Agenda- As Amended.
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

APPROVAL OF MEETING MINUTES

MOVED:	Brian Watson	Motion: Approval of the regular council meeting minutes for August 12, 2025.
SECONDED:	Don Webster	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

STAFF & COUNCIL REPORTS:

John Brockmueller – Chief of Police

- Greetings to the council. Stats will be provided at the next meeting, operations are normal.

Rachelle Denham – City Clerk

- The report is in writing.

Bryan Morris - PW/CD Director

- The report is in writing. Additional Info: The city of Napavine pressure flow effective today is 1,436 gallons a minute to our fire hydrants.

Michelle Whitten – Treasurer

- There is an issue with a citizens sewer system that was attached to the city. The issue has been going on for a couple of years and after more inspection of it found out that it was actually on the city side. There are some bills that need to be paid for this family on Mitchell Lane, and the amount is \$3,215.86. It is not included in the current vouchers.

Jon Beck – LCFD5

- Steel arrived this week and the structure is up. You'll see rapid development going forward through the rest of this month, slated to be finished in March. The project manager is working aggressively with subcontractors to get that timeline tightened up. There is a tender on the fire over at the Katy Creek fire over in Eastern WA with DNR. Still moving forward with some discussions with the City of Chehalis and District 6 with an ILA between the three agencies as the City of Chehalis prepares to annex their entire UGA.

Commissioner Pollock

- The county is in the middle of the budget season. The comprehensive plan is coming up, keep watching the calendar for that, it may be the 23rd for the first portion of hearing. They are hoping to work with different cities on an ILA.

Brian Watson – Councilor 1

- High school football's back. Napavine won 32-8 over Goldendale, over in Eastern Washington. He had never been there before and it's beautiful.

Shawn O'Neill – Mayor

- Duane and Shawn participated in the first Napavine Wrestling and Cheerleader golf tournament. It was pretty cool and looks like they are off to a good start. He would like for us to support this event.

CITIZEN COMMENTS – NON-AGENDA ITEMS: *The recording link can be accessed for entire citizen comments. This is a brief summary and not verbatim.*

- NONE.

NEW BUSINESS

VOUCHERS- M. WHITTEN

Reference	Date	Amount	Notes
Reference Number: EFT*20250912	Dept of Revenue	\$705.48	
2025*07 Utility Tax Return	9/4/2025	\$705.48	2025*07 Utility Tax Return
Totals		\$255,918.82	

The following voucher/warrants/electronic payments are approved for payment:

Accounts Payable Aug	16	27	22,398.01	39941-39964
Accounts Payable Sept	31	67	53,488.72	39966-39996
Payroll Vendors	2	2	1,437.00	39940/39965
Electronic Pay (Aug)	3	3	30,221.25	EFT*20250902-04
Electronic Pay (Sept)	1	1	705.48	EFT*20250912
Electronic Payroll	8	8	64,671.47	EFT*20250901/05-11
ACH Direct Deposit	17	17	40,937.85	Payroll 8/1-8/15 2025
ACH Direct Deposit	19	19	42,059.04	Payroll 8/16-8/31 2025
Total Vouchers	97	144	\$255,918.82	

MOVED:	Don Webster	Motion: Pay the bills. Approval of the Vouchers dated September 2025 1 st Council Meeting.
SECONDED:	Duane Crouse	
<i>Discussion: Mayor Pro Tem applauded Michelle for being able to address voucher information so quickly. Councilor Stewart asked for an explanation of the \$3,215.86 that the city will be paying. Director Morris provided explanation. On Wildwood Hill on the North end is a pressured system and every house has a septic tank inside of a sewer system. This house is on top of the hill, highest point of the whole neighborhood. It got locked because of air coming back up and would jam the pump. It appears that some kid turned off the air relief valve at some point and the city didn't know it was there until now. Implemented now where a check is done, it doesn't matter though, if it's locked up for any time at all, it could happen. It's kind of a bad deal but we have to keep striving forward. Councilor Watson asked if this is something they asked for or just doing it out of the goodness of your heart? Director Morris replied that he spoke with the mayor and department heads and that it's the right thing to do.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

AM 25-12: LIQUOR LICENSE RENEW ANNIES NAPA VINE COUNTRY MARKET – R. DENHAM

MOVED:	Don Webster	Motion: Approve AM25-12 Liquor license renewal.
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

AM 25-13: LEAK ADJUSTMENT ACC NO.3329.0 – R. DENHAM

MOVED:	Duane Crouse	Motion: Approve AM25-13 leak adjustment.
SECONDED:	Don Webster	
<i>Discussion: Mayor Pro Tem asked if the leak was fixed. Rachelle replied, yes. Councilor Watson stated that it seems like a lot for a toilet leak. Councilor Wiediger asked if the leak was based on an average? Rachelle replied, yes.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

AGREEMENT (2026-2029) MUNICIPAL COURT JUDGE SERVICES - L. DEWITT / R. DENHAM

MOVED:	Duane Crouse	Motion: Approve Judge Agreement 2026-2029 Judge Unzelman.
SECONDED:	Don Webster	
<i>Discussion: Mayor Pro Tem asked about doing courts for other municipalities. How much are we making from the other municipalities to offset our cost of having that increased workload. Councilor Stewart asked about how he came up with the \$900 increase. Mayor O'Neill replied that he has been in conversation with judge Unzelman. It's based on an extra 15 to 20 hours that are being spent weekly at court just with the increased volume and that doesn't include assisting the PD with search warrant calls. More police calls mean more judge time, the police chief stated that they contact him 1-2 times per week. Maybe look at other options of shorter term so it doesn't seem like such a punch in the gut. Councilor Stewart asked how the budget looks. Treasurer Whitten replied that it is an increase to the budget and she is starting to get numbers in from all departments, expected to have them by September 23rd. The budget is still a concern to Councilor Stewart. Brief continued conversation took place.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

TERMINATION ROGNLIN AGREEMENT - MAYOR

MOVED:	Don Webster	Motion: Terminate the regular Rognlin Agreement.
SECONDED:	Heather Stewart	
<i>Discussion: Director Morris explained that when the Rognlin's did their development, they did a frontage improvement design. They put a dollar amount up against that because Bryan could not have them do frontage improvements when he knew Rush Rd was going to completely change the design on it and didn't want to jackhammer out \$135k of the taxpayers or anybody's money. Glad this wasn't done because it would have been off by 10 feet. Now, he has the design for Rush Rd, went to the developer, he says no, I'd rather just do the frontage improvements now that it's known where they go so the agreement can be discontinued. What happens is when Bryan has an approved set of plans and package, which he does, it can be covered through a performance bond. This is done with every job, because he will not permit or allow work to be done until a performance bond is in place for frontage and all the right-of-ways. Everything flows together and the money should be given back. John Mastandrea spoke on behalf of his project and completing the project, so it looks finished and is better for the community. Street names in the development will be named after prior mayors. He plans to be here in the community working with us for a long time. There is \$70k in water infrastructure, this is receipted with the city, and it is to be completed within 10 years, also is covered with final plat if not finished within 10 years. Brief continued conversation took place.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

ADJOURNMENT: *Meeting Adjourned at approximately 6:39 p.m.*

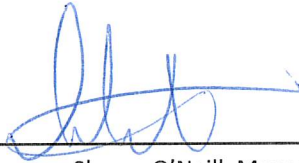
MOVED:	Don Webster	Motion: To Adjourn – Close of Meeting
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

These minutes are not verbatim. If so desired, a recording of this meeting is available online from freeconferencecall.com or at the link <https://fccdl.in/MIKNNVyC8N> .

Respectfully submitted,



Rachelle Denham, City Clerk



Shawn O'Neill, Mayor



Councilor