



CITY COUNCIL MEETING AGENDA
Tuesday – January 09, 2024 – 6:00 PM

Shawn O'Neill,
Mayor
soneill@cityofnapavine.com

Brian Watson,
Council Position No.1
bwatson@cityofnapavine.com

Ivan Wiediger,
Council Position No.2
iwiediger@cityofnapavine.com

Don Webster,
Council Position No.3
dwebster@cityofnapavine.com

Heather Stewart,
Council Position No.4
hstewart@cityofnapavine.com

Duane Crouse,
Council Position No.5
dcrouse@cityofnapavine.com

Staff Members

Rachelle Denham,
City Clerk

Michelle Whitten,
City Treasurer

Bryan Morris,
PW Director
Community Development

John Brockmueller,
Chief of Police

Allen Unzelman
Honorable Judge-Municipal Court

Jim Buzzard,
Legal Counsel

City of Napavine

407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547

City Website

www.cityofnapavine.com

- I. CALL TO ORDER**
- II. INVOCATION**
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL**
- V. APPROVAL OF AGENDA – AS PRESENTED**

- VI. APPROVAL OF MEETING MINUTES**
 - 1) Regular Council Meeting – December 12, 2023**

- VII. STAFF & COUNCIL REPORT**

- VIII. CITIZEN COMMENTS – NON-AGENDA ITEMS**

- IX. NEW BUSINESS**
 - 1) Vouchers – M. Whitten**
 - 2) AM 24-01 Leak Adj Acct No.2765 – R. Denham**
 - 3) AM 24-02 Liquor License Renewal (Plaza Jalisco) – R. Denham**

- X. ADJOURNMENT – CLOSE OF MEETING**

Council Meeting is held in person and via Teleconference.

Teleconference Information

Dial-in number (US): (720) 740-9753

Access code: 8460198

To join the online meeting: <https://join.freeconferencecall.com/rdenham8>



NAPAVINE CITY COUNCIL REGULAR MEETING MINUTES
 December 12, 2023, 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 6:00 pm.

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, Ivan Wiediger Councilor #2, Don Webster Councilor #3, Heather Stewart Councilor #4, and Duane Crouse Mayor Pro Tem.

City staff members present: City Clerk - Rachele Denham, Treasurer – Michelle Whitten, Chief of Police – John Brockmueller, CD PW Director - Bryan Morris.

MOVED:	Don Webster	Motion: Excuse Brian Watson.
SECONDED:	Ivan Wiediger	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

CONSENT/APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOVED:	Ivan Wiediger	Motion: Approval of Meeting Minutes - Regular Council Meeting and Public Hearing 2024 Preliminary Budget all held on November 28, 2023.
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried: 4 aye and 0 nay.	

PRESENTATION- HAZARD MITIGATION PLAN (HMP) – ERIKA KATT, EMERGENCY MANAGEMENT PLANNER WITH LEWIS COUNTY

- Erika presented the below link via a zoom meeting. She discussed the Natural Hazards in Lewis County and the Hazard Mapper. There were video/audio difficulties so some of the information that was being shared was unheard. The link will provide natural hazards that we face in Lewis County. For Napavine specifically, earthquakes and severe weather are the biggest hazards.

<https://storymaps.arcgis.com/collections/753ea7bdd52c462da2a2982d013f5801>

COUNCIL APPOINTMENTS:

The following council members were sworn in: Mayor Shawn O'Neill – 4 Year Term, Council Position 5 Duane Crouse – 4 Year Short & Full Term, Council Position 3 Donald Webster – 4 Year Short & Full Term, and Council Position 2 Ivan Wiediger – 2 Year Unexpired Term.

STAFF & COUNCIL REPORTS:

John Brockmueller – Chief of Police

- Greetings to the council, Report-Stats in writing and operations are normal.

Rachelle Denham – Clerk

- No report.

Bryan Morris - PW/CD Director

- Report in writing. Addition to written report, on 12/13/23 will head to Lynnwood to the FEMA office for the floodway on Bond Rd. Pre-App meeting for possibly 240 homes on Woodard Rd. Received the prints back for the new round about and traffic mitigation for the Rush Rd Hamilton interchange.

Michelle Whitten – Treasurer

- In the middle of a 3-year Audit and expects to go through to the end of December and working on the budget.

Planning Commission

- No report.

County Commissioner – Lindsey Pollock

- No report.

LCFD 5

- No report.

Duane Crouse – Mayor Pro Tem

- No report.

Heather Stewart – Councilor #4

- No report.

Don Webster – Councilor #3

- No report.

Ivan Wiediger – Councilor #2

- No report.

Shawn O'Neill – Mayor

- The Lions Club meeting will be held on January 11th at the fire hall.

CITIZEN COMMENTS – NON-AGENDA ITEMS:

- **Tom Schouten 206 E. View:** Expressed his concerns about a leak that he has at his residence and the high bill. The leak location is undetermined at this point. The PW Director stated this leak may be under the road and will be working to try and identify the location of the leak with a leak detector.
- **Jeremy Johnson 282-14 Woodard Rd:** Expressed his concerns and disappointment about the Funtime Festival and blame being cast from city officials to Jerry & Eileen Owens. Along with the city wanting to take over the current Funtime Festival. Mr. Johnson had several personal comments that he shared as he was reading his written notes. The city clerk did offer that what he was reading could be copied to be on record, Jeremy said he would think about it. The council did allow Jeremy to exceed the time limit expressing his concerns so he could be heard. **This is a brief summary and not verbatim. The recording link can be listened to for the entire conversation.

NEW BUSINESS

VOUCHERS- M. WHITTEN

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

Accounts Payable	32	94	523,499.11	38680-38710
Electronic Payments	6	15	529.94	EFT*20231207-12
Payroll Vendors	2	2	1,228.00	38678-38679
Electronic Payroll	6	6	39,029.04	EFT*20231201-06
ACH Direct Deposit	17	17	36,212.49	Direct Deposit 12/05/23
Total Vouchers	63	134	\$600,498.58	

MOVED:	Don Webster	Motion: Approval of the Vouchers dated December 2023 1st Council Meeting.
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

TIB GRANT AGREEMENT & FUNDING FORM 2ND AVE SE OVERLAY/ WASHINGTON ST TO RR TRACKS 2-W-963 (006)-1 – B. MORRIS

MOVED:	Ivan Wiediger	Motion: Allow the mayor to sign TIB Grant forms and accept letter.
SECONDED:	Heather Stewart	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

AM 23-23 Leak Adjustment Acct No.2713.0 – R. DENHAM

MOVED:	Don Webster	Motion: Approve AM 23-23 Leak Adjustment
SECONDED:	Duane Crouse	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

AM 23-24 REMOVE MINIMUM SALE PRICE FOR THE 1990 BOOM TRUCK – R. DENHAM

MOVED:	Duane Crouse	Motion: Approve AM 23-24 to remove the minimum sale price for the 1990 Boom Truck.
SECONDED:	Ivan Wiediger	
<i>Discussion: Councilor Stewart asked Director Morris what he has tried to do. Director Morris stated that he sent to advertisement, had four contractors come look at it, Ritch Bros gave an appraisal for \$8500 and advertised to Surplus.</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

Ord 638-A 2023 Budget Amendment – M. Whitten

CITY OF NAPAVINE, WASHINGTON

ORDINANCE NO. 638-A

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NAPAVINE, LEWIS COUNTY, WASHINGTON AMENDING THE 2023 BUDGET; AND PROVIDING FOR THE CITY TREASURER TO IMPLEMENT THESE CHANGES.

MOVED:	Ivan Wiediger	Motion: Approve Ord 638-A 2023 Budget Amendment.
SECONDED:	Don Webster	
<i>Discussion: No Discussion</i>		
VOTE ON MAIN MOTION:	4-0 Motion Carried; 4 aye and 0 nay.	

ADJOURNMENT:

MOVED:	Duane Crouse	Motion: To Adjourn – Close of Meeting
SECONDED:	Don Webster	
<i>Discussion: Meeting Adjourned at 6:48 p.m.</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](https://fcdl.in/wwu83HnTxT) or at the link <https://fcdl.in/wwu83HnTxT> .

Respectfully submitted,

Rachelle Denham, City Clerk

Shawn O’Neill, Mayor

Councilor



Vouchers Open Period and Jan 9, 2024 Council Meeting

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
Reference Number: 38713	Lewis County PUD	\$4,576.24	
104755002*2023 Dec	11/22/2023	\$28.50	10/18-11/16 E Park Slit
104755003*2023 Dec	11/22/2023	\$26.46	10/18-11/16 NE Triangle
104755004*2023 Dec	11/22/2023	\$58.00	10/18-11/16 WA & 2nd St signal
104755005*2023 Dec	11/22/2023	\$43.98	10/18-11/16 Ball Park W WA
104755006*2023 Dec	11/22/2023	\$53.81	10/18-11/16 Linhart It
104755007*2023 Dec	11/22/2023	\$37.47	10/18-11/16 Restrooms
104755008*2023 Dec	11/22/2023	\$68.92	10/18-11/16 PW Shop
104755009*2023 Dec	11/22/2023	\$59.08	10/18-11/16 concessions
104755010*2023 Dec	11/22/2023	\$28.78	10/18-11/16 Hamilton Rd
104755011*2023 Dec	11/22/2023	\$35.52	10/18-11/16 Stadium Way
104755012*2023 Dec	11/22/2023	\$45.64	10/18-11/16 WA & Birch signal
104755014*2023 Dec	11/22/2023	\$30.16	10/18-11/16 WA St
104755015*2023 Dec	11/22/2023	\$42.23	10/18-11/16 Camden Way
104755016*2023 Dec	11/22/2023	\$38.19	10/18-11/16 Parksode Loop
104755017*2023 Dec	11/22/2023	\$114.38	10/18-11/16 3rd Ave
104755018*2023 Dec	11/22/2023	\$860.83	10/18-11/16 Various
104755019*2023 Dec	11/22/2023	\$55.25	10/18-11/16 Cheiri Ct pumpb
104755020*2023 Dec	11/22/2023	\$505.61	10/18-11/16 Birch Well 5
104755021*2023 Dec	11/22/2023	\$227.92	10/18-11/16 E Jefferson pump
104755022*2023 Dec	11/22/2023	\$264.36	10/18-11/16 Rush rd pump
104755023*2023 Dec	11/22/2023	\$114.52	10/18-11/16 Rowell Well 3
104755024*2023 Dec	11/22/2023	\$501.48	10/18-11/16 Front st Well 2
104755025*2023 Dec	11/22/2023	\$283.08	10/18-11/16 W WA pump
104755026*2023 Dec	11/22/2023	\$38.69	10/18-11/16 Koontz St
115588001*2023 Dec	11/22/2023	\$49.97	10/18-11/16 Rathburn
115588002*2023 Dec	11/22/2023	\$38.83	10/18-11/16 4th & Stella
124227002*2023 Dec	11/22/2023	\$463.79	10/18-11/16 Rush Well 6
124227003*2023 Dec	11/22/2023	\$292.65	10/18-11/16 City Hall

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount Notes
128323001*2023 Dec	11/22/2023	\$27.47 10/18-11/16 Ampitheater
128578001*2023 Dec	11/22/2023	\$38.25 10/18-11/16 Rush Rd Its
128578002*2023 Dec	11/22/2023	\$30.37 10/18-11/16 Hamilton Rd
128578003*2023 Dec	11/22/2023	\$32.79 10/18-11/16 Sommerville
128578004*2023 Dec	11/22/2023	\$39.26 10/18-11/16 7th Ave NE
Reference Number: 38714	BHC Consultants	\$7,416.38
0019373 a	12/1/2023	\$7,416.38 Jefferson Station
Reference Number: 38715	CHS Northwest Inc	\$995.71
2023 *12 21 Off road fuel	12/21/2023	\$995.71 Off Road Fuel 221.5 gallons
Reference Number: 38716	City of Napavine	\$949.97
2023*Nov Utility Tax	12/28/2023	\$949.97 2023- Nov Water/Sewer Service Utility
Reference Number: 38717	Flannery Publications	\$65.00
62634	12/11/2023	\$65.00 Budget Ordinance 655
Reference Number: 38718	Kim Alexander	\$462.00
2023*Dec Civil Service	12/19/2023	\$162.00 2023*Dec Civil Service
2023*Nov Civil Service	11/21/2023	\$175.00 2023*Nov Civil Service
2023*Oct Civil Service	10/17/2023	\$125.00 2023*Oct Civil Service
Reference Number: 38719	LECO Supply, Inc	\$613.74
218243	12/21/2023	\$613.74 Chlorine
Reference Number: 38720	Lewis County Animal Shelter	\$75.00
7674	12/19/2023	\$75.00 Terrier mix
Reference Number: 38721	Lewis County Sheriffs Office	\$422.85
2023*Nov Evidence	12/5/2023	\$422.85 2023- Nov Evidence Handling

Reference	Date	Amount	Notes
Reference Number: 38722	Lewis County Treasurer	\$561.90	
2023*2% Liquor share	12/28/2023	\$561.90	2023 - Liquor Share
Reference Number: 38723	Mountain Mist	\$42.76	
005734077	12/28/2023	\$24.75	2 5 gallon
005734078	12/28/2023	\$18.01	1 5 gallon
Reference Number: 38724	Rock Products Direct, Inc.	\$316.35	
014299	11/30/2023	\$202.84	45240 drain
13559	11/14/2023	\$113.51	45,300 sand
Reference Number: 38725	Toledotel	\$350.62	
10038891	12/1/2023	\$350.62	2023 12/1-12/31
Reference Number: 38726	US Bank Corp Payment Syst	\$1,672.18	
11/07/2023 USPS	11/7/2023	\$12.90	Postage
112-1931180-6411427 Amazon	11/16/2023	\$279.97	PW tailgate kit dumptruck
113-1364065-7528265 Amazon	11/15/2023	\$61.32	Pens/cardstock/stickies/sharpies
113-2588934-6178632 Amazon	12/1/2023	\$180.17	Weed Barrier
113-5257757-6825852 Amazon	11/6/2023	\$94.16	protectors/file folders/scissors
113-5688340-5399416 Amazon	11/15/2023	\$162.35	Weed Barrier
12/04 USPS	12/4/2023	\$3.18	postage court
2023* Network Solutions	11/16/2023	\$46.39	2024 domain
2024 ERWW Conference	12/1/2023	\$355.00	Annual Conference ERWW
2024 WAPRO Dues	11/21/2023	\$25.00	WAPRO dues 2024
65206 Quick clinic PLLC	12/28/2023	\$200.00	Morris DOT Physical
74245882 Free conference	12/28/2023	\$3.25	File Storage 12/15-1/14
999070239452 Harbor Freight	11/22/2023	\$77.82	misc small tools
CHEHAIN86233 US Cellular	12/1/2023	\$141.19	Cell phone PW - Max
INV229084272 Zoom	11/27/2023	\$17.03	Nov 27-Dec 26 zoom
Soft Touch *11/27	11/27/2023	\$12.45	Car Wash Chief

Reference	Date	Amount	Notes
Reference Number: 38727	US Bank NA Cincinnati	\$34.00	
2023*Nov Bond Fees	12/1/2023	\$34.00	2023 -Nov Bond Fee
Reference Number: 38728	Utilities Underground Location Center	\$17.98	
2100194	12/28/2023	\$17.98	locates 15
Reference Number: 38729	International Brotherhood Teamsters Local 252	\$1,025.00	
Union Dues - 14963	12/19/2023	\$53.75	
Union Dues - 14964	12/19/2023	\$31.25	
Union Dues - 14965	12/19/2023	\$28.25	
Union Dues - 14966	12/19/2023	\$43.25	
Union Dues - 14968	12/19/2023	\$34.75	
Union Dues - 14969	12/19/2023	\$35.75	
Union Dues - 14970	12/19/2023	\$37.25	
Union Dues - 14971	12/19/2023	\$27.75	
Union Dues - 14972	12/19/2023	\$36.25	
Union Dues - 14973	12/19/2023	\$43.25	
Union Dues - 14974	12/19/2023	\$35.75	
Union Dues - 14975	12/19/2023	\$37.75	
Union Dues - 14979	12/19/2023	\$35.75	
Union Dues - 14980	12/19/2023	\$31.75	
Union Dues - 14981	1/3/2024	\$53.75	
Union Dues - 14982	1/3/2024	\$31.25	
Union Dues - 14983	1/3/2024	\$28.25	
Union Dues - 14984	1/3/2024	\$43.25	
Union Dues - 14986	1/3/2024	\$34.75	
Union Dues - 14987	1/3/2024	\$35.75	
Union Dues - 14988	1/3/2024	\$37.25	
Union Dues - 14989	1/3/2024	\$27.75	
Union Dues - 14990	1/3/2024	\$36.25	
Union Dues - 14991	1/3/2024	\$43.25	

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
Union Dues - 14992	1/3/2024	\$35.75	
Union Dues - 14993	1/3/2024	\$37.75	
Union Dues - 14995	1/3/2024	\$31.75	
Union Dues - 14997	1/3/2024	\$35.75	
Reference Number: 38730	Office of Support Enforcement	\$203.00	
Child Support - 14982	1/3/2024	\$203.00	
Reference Number: 38731	Home Depot Credit Services	\$109.12	
4740 5141544	12/5/2023	\$109.12	Diamond bits
Reference Number: 38732	LCSO-Corrections Bureau	\$351.00	
2023 4th Qtr Warrant billing	12/31/2023	\$351.00	2023 4th Qtr 27 Warrants
Reference Number: 38733	LECO Supply, Inc	\$27.78	
217062	11/3/2023	\$27.78	Toilet Seat Cover Dispeser
Reference Number: 38734	Pete Hinton	\$60.00	
2023 Dec Interpreter	12/21/2023	\$60.00	2023 Dec Interpreter
Reference Number: 38735	State Auditor's Office	\$10,440.15	
L157962	12/11/2023	\$10,440.15	Accountability/Financial Audit 2020-2022
Reference Number: 38736	Sweeny's Ace Hardware	\$446.85	
916179	12/1/2023	\$32.35	power steering fluid/anti frz
916180	12/1/2023	\$14.22	brake fluid
916209	12/1/2023	\$15.08	4 pak batteries
916267	12/1/2023	\$14.02	25 pk bulbs
916477	12/4/2023	\$8.62	clorox
916482	12/4/2023	\$23.73	fuel treatment
916528	12/4/2023	\$6.46	lever flush
916608	12/5/2023	\$59.23	anti freez

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount Notes
916651	12/6/2023	\$32.36 rake
917119	12/11/2023	\$25.86 fabric
917174	12/12/2023	\$23.72 LED lights
917275	12/13/2023	\$18.33 contractor bags
917312	12/14/2023	\$10.35 brake fluid
917329	12/14/2023	\$3.66 key
917356	12/14/2023	\$5.36 concrete mix
917403	12/15/2023	\$32.36 rake
917884	12/21/2023	\$2.35 shop towel
917887	12/21/2023	\$28.03 anit frz
918032	12/22/2023	\$8.62 clorox wipes
918285	12/27/2023	\$8.62 Recip Bld
918295	12/27/2023	\$35.57 25 ct LED
918367	12/28/2023	\$10.35 brake fluid
918382	12/28/2023	\$18.33 Diab Recip 6" 14/18T
918435	12/29/2023	\$9.27 Cable ties
Reference Number: 38737	Vision Municipal Solution	\$850.94
09-13463	10/18/2023	\$850.94 Utility postage Oct 2023
Reference Number: 38738	Washington State Patrol	\$39.75
12402573	12/1/2023	\$39.75 CPL Background Checks x 3
Reference Number: 38739	Winlock Auto Supply	\$255.47
4847-372866	12/13/2023	\$274.88 Starter Chev 2002
4847-372886 a	12/13/2023	(\$37.73) Core Return
4847-373137	12/18/2023	\$18.32 Headlight 2002 chev
Reference Number: 38740	Badger Meter	\$277.96
80147752	12/28/2023	\$277.96 2023 Dec electronic read
Reference Number: 38741	Buzzard O'Rourke	\$4,620.00

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
13925	12/20/2023	\$20.00	2023 - Dec Lewis 2A0521559
13926	12/20/2023	\$20.00	2023 - Dec Napavine 2A0051850
13930a	12/20/2023	\$120.00	2023 - Dec 2A0186790
13931	12/20/2023	\$20.00	2023 - Dec Lewis 2A0186807
13932	12/20/2023	\$20.00	2023 - Dec Lewis 23F0784
13933	12/20/2023	\$60.00	2023 - Dec Lewis 3A0711650
13936	12/20/2023	\$100.00	2023 - Dec Lewis 23F0976
13943	12/20/2023	\$40.00	2023 - Dec 3A0549361/62
13944	12/20/2023	\$40.00	2023 - Dec Lewis 3A0686028
13948a	12/20/2023	\$40.00	2023 - Dec Lewis 3A0563757
13952	12/20/2023	\$80.00	2023 - Dec Lewis 3A125411
13955	12/20/2023	\$100.00	2023 - Dec Lewis 3A0549321/22
13956	12/20/2023	\$40.00	2023 - Dec Lewis 3A0549325
13961	12/20/2023	\$160.00	2023 - Dec Lewis 3A0068119
13963	12/20/2023	\$3,760.00	2023 - Dec Prosecution
Reference Number: 38742	City of Napavine	\$199.59	
2023 Dec Security	12/31/2023	\$199.59	2023- Dec Security
Reference Number: 38743	Emergency Vehicle Solutions LLC	\$240.89	
1427	12/27/2023	\$240.89	2015 Dodge Charger power loss
Reference Number: 38744	KR Homes, LLC	\$58,409.13	
22521	12/28/2023	\$58,409.13	Billing #3 Mayme Park
Reference Number: 38745	Lewis County PUD	\$4,823.98	
104755002*2024 Jan	12/22/2023	\$28.50	11/16-12/14 E park st
104755003*2024 Jan	12/22/2023	\$42.90	11/16-12/14 Triangle
104755004*2024 Jan	12/22/2023	\$57.42	11/16-12/14 WA & 2nd
104755005*2024 Jan	12/22/2023	\$45.80	11/16-12/14 Ball park
104755006*2024 Jan	12/22/2023	\$55.53	11/16-12/14 Linhart
104755007*2024 Jan	12/22/2023	\$48.08	11/16-12/14 Restroom

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
104755008*2024 Jan	12/22/2023	\$100.67	11/16-12/14 shop
104755009*2024 Jan	12/22/2023	\$74.12	11/16-12/14 Concessions
104755011*2024 Jan	12/22/2023	\$35.01	11/16-12/14 Stadium Way
104755012*2024 Jan	12/22/2023	\$44.98	11/16-12/14 Birch signal
104755014*2024 Jan	12/22/2023	\$31.18	11/16-12/14 WA st
104755015*2024 Jan	12/22/2023	\$44.62	11/16-12/14 Caden Way
104755016*2024 Jan	12/22/2023	\$40.65	11/16-12/14 Parkside Loop
104755017*2024 Jan	12/22/2023	\$155.88	11/16-12/14 3rd Ave Pump
104755018*2024 Jan	12/22/2023	\$891.58	11/16-12/14 Various
104755019*2024 Jan	12/22/2023	\$68.54	11/16-12/14 Chieri pump
104755020*2024 Jan	12/22/2023	\$650.45	11/16-12/14 Well #5
104755021*2024 Jan	12/22/2023	\$343.73	11/16-12/14 Jefferson
104755022*2024 Jan	12/22/2023	\$326.16	11/16-12/14 Rush Rd
104755023*2024 Jan	12/22/2023	\$144.16	11/16-12/14 Well #3
104755024*2024 Jan	12/22/2023	\$664.83	11/16-12/14 Well #2
104755025*2024 Jan	12/22/2023	\$370.91	11/16-12/14 W Washington
115588001*2024 Jan	12/22/2023	\$50.26	11/16-12/14 Rathburn
115588002*2024 Jan	12/22/2023	\$42.74	11/16-12/14 4th & Stella
124227003*2024 Jan	12/22/2023	\$361.03	11/16-12/14 City Hall
12823001*2024 Jan	12/22/2023	\$29.52	11/16-12/14 Ampitheater
128578003*2024 Jan	12/22/2023	\$33.01	11/16-12/14 Sommerville
128578004*2024 Jan	12/22/2023	\$41.72	11/16-12/14 Security 7th
Reference Number: 38746	Mrs. Klean Janitorial	\$634.00	
INV-2241	1/1/2024	\$634.00	2024 Jan - Clean City Hall
Reference Number: 38747	US Cellular	\$1,089.13	
0622947598	12/12/2023	\$258.74	2023 US Cell Phone 12/12-1/11
0622949913	12/12/2023	\$830.39	12/12-1/11 mifi etc
Reference Number: 38748	Vander Stoep, Blinks, Jones & Unzelman	\$1,100.00	
2024*Jan Judge	1/1/2024	\$1,100.00	2024-Jan Judge

Reference	Date	Amount Notes
Reference Number: Dec 1-15, 2023	Payroll Vendor	\$36,438.86
ACH Pay - 14963	12/19/2023	\$3,313.42
ACH Pay - 14964	12/19/2023	\$1,641.92
ACH Pay - 14965	12/19/2023	\$1,623.51
ACH Pay - 14966	12/19/2023	\$3,081.48
ACH Pay - 14967	12/19/2023	\$2,309.32
ACH Pay - 14968	12/19/2023	\$1,964.02
ACH Pay - 14969	12/19/2023	\$1,998.29
ACH Pay - 14970	12/19/2023	\$2,117.80
ACH Pay - 14971	12/19/2023	\$1,536.49
ACH Pay - 14972	12/19/2023	\$2,298.51
ACH Pay - 14973	12/19/2023	\$2,831.94
ACH Pay - 14974	12/19/2023	\$1,962.26
ACH Pay - 14975	12/19/2023	\$1,963.61
ACH Pay - 14976	12/19/2023	\$1,578.23
ACH Pay - 14978	12/19/2023	\$2,427.50
ACH Pay - 14979	12/19/2023	\$2,046.30
ACH Pay - 14980	12/19/2023	\$1,744.26
Reference Number: Dec 16-31, 2023	Payroll Vendor	\$43,757.66
ACH Pay - 14981	1/3/2024	\$6,331.03
ACH Pay - 14982	1/3/2024	\$1,646.28
ACH Pay - 14983	1/3/2024	\$1,625.42
ACH Pay - 14984	1/3/2024	\$2,395.39
ACH Pay - 14985	1/3/2024	\$2,314.58
ACH Pay - 14986	1/3/2024	\$1,965.47
ACH Pay - 14987	1/3/2024	\$1,992.90
ACH Pay - 14988	1/3/2024	\$2,338.69
ACH Pay - 14989	1/3/2024	\$1,538.35
ACH Pay - 14990	1/3/2024	\$4,171.20
ACH Pay - 14991	1/3/2024	\$2,839.02

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
ACH Pay - 14992	1/3/2024	\$2,086.21	
ACH Pay - 14993	1/3/2024	\$3,174.46	
ACH Pay - 14995	1/3/2024	\$3,146.15	
ACH Pay - 14996	1/3/2024	\$2,304.12	
ACH Pay - 14997	1/3/2024	\$2,050.30	
ACH Pay - 14998	1/3/2024	\$1,838.09	
Reference Number: EFT*20231215	Dept of Licensing Firearms Desk	\$18.00	
NV0000077 Lantz	12/26/2023	\$18.00	Lantz, Ethan
Reference Number: eft*20231216	Home Depot Credit Services	\$365.72	
3521525	11/15/2023	\$258.60	Sump Pump
5510636	11/3/2023	\$107.12	shop lite
Reference Number: EFT*20231217	Invoice Cloud Inc	\$190.00	
3636-2023_11	12/30/2023	\$190.00	11/1-11/30 IC
Reference Number: EFT*20231218	Umpqua Bank - Washington	\$25.00	
12/8/2023 Stop Payment	12/8/2023	\$25.00	Stop Payment Sierra Santa Fe
Reference Number: EFT*20231219	USDA Rural Develop Office	\$11,355.00	
2023* Dec USDA Water Reservoir	12/20/2023	\$11,355.00	Water Reservoir Loan
Reference Number: EFT*20231220	AFLAC Remittance Processing	\$543.20	
Aflac - 14963	12/19/2023	\$32.36	
Aflac - 14967	12/19/2023	\$27.17	
Aflac - 14981	1/3/2024	\$32.37	
Aflac - 14985	1/3/2024	\$27.17	
Aflac Disability - 14967	12/19/2023	\$47.84	
Aflac Disability - 14973	12/19/2023	\$95.68	
Aflac Disability - 14978	12/19/2023	\$68.54	
Aflac Disability - 14985	1/3/2024	\$47.84	

Reference	Date	Amount Notes
Aflac Disability - 14991	1/3/2024	\$95.68
Aflac Disability - 14996	1/3/2024	\$68.55
Reference Number: EFT*20231221	Dept of Retirement Systems	\$9,473.37
Emp Rtmt - 14981	1/3/2024	\$514.65
Emp Rtmt - 14982	1/3/2024	\$255.57
Emp Rtmt - 14983	1/3/2024	\$210.37
Emp Rtmt - 14984	1/3/2024	\$182.00
Emp Rtmt - 14985	1/3/2024	\$321.07
Emp Rtmt - 14986	1/3/2024	\$276.68
Emp Rtmt - 14987	1/3/2024	\$257.95
Emp Rtmt - 14988	1/3/2024	\$293.09
Emp Rtmt - 14989	1/3/2024	\$206.68
Emp Rtmt - 14990	1/3/2024	\$328.89
Emp Rtmt - 14991	1/3/2024	\$406.75
Emp Rtmt - 14992	1/3/2024	\$276.54
Emp Rtmt - 14993	1/3/2024	\$248.94
Emp Rtmt - 14995	1/3/2024	\$222.55
Emp Rtmt - 14996	1/3/2024	\$327.49
Emp Rtmt - 14997	1/3/2024	\$257.00
Emp Rtmt - 14998	1/3/2024	\$241.84
Taxable Retirement - 14981	1/3/2024	\$825.18
Taxable Retirement - 14982	1/3/2024	\$170.56
Taxable Retirement - 14983	1/3/2024	\$140.39
Taxable Retirement - 14984	1/3/2024	\$291.81
Taxable Retirement - 14985	1/3/2024	\$214.27
Taxable Retirement - 14986	1/3/2024	\$184.65
Taxable Retirement - 14987	1/3/2024	\$172.15
Taxable Retirement - 14988	1/3/2024	\$195.60
Taxable Retirement - 14989	1/3/2024	\$137.93
Taxable Retirement - 14990	1/3/2024	\$527.34
Taxable Retirement - 14991	1/3/2024	\$271.45

Reference	Date	Amount	Notes
Taxable Retirement - 14992	1/3/2024	\$184.55	
Taxable Retirement - 14993	1/3/2024	\$399.14	
Taxable Retirement - 14995	1/3/2024	\$356.83	
Taxable Retirement - 14996	1/3/2024	\$240.55	
Taxable Retirement - 14997	1/3/2024	\$171.51	
Taxable Retirement - 14998	1/3/2024	\$161.40	
Reference Number: EFT*20231222	Dept of Treasury Internal Revenue Service	\$9,899.53	
Dec SS Fix Water	1/4/2024	(\$73.83)	
Federal Income Tax - 14981	1/3/2024	\$2,019.23	
Federal Income Tax - 14982	1/3/2024	\$291.35	
Federal Income Tax - 14983	1/3/2024	\$148.53	
Federal Income Tax - 14984	1/3/2024	\$493.57	
Federal Income Tax - 14985	1/3/2024	\$372.67	
Federal Income Tax - 14986	1/3/2024	\$240.84	
Federal Income Tax - 14987	1/3/2024	\$329.85	
Federal Income Tax - 14988	1/3/2024	\$258.70	
Federal Income Tax - 14989	1/3/2024	\$200.80	
Federal Income Tax - 14990	1/3/2024	\$1,121.12	
Federal Income Tax - 14991	1/3/2024	\$640.33	
Federal Income Tax - 14992	1/3/2024	\$198.37	
Federal Income Tax - 14993	1/3/2024	\$761.33	
Federal Income Tax - 14995	1/3/2024	\$396.43	
Federal Income Tax - 14996	1/3/2024	\$446.38	
Federal Income Tax - 14997	1/3/2024	\$164.29	
Federal Income Tax - 14998	1/3/2024	\$276.16	
Medicare - 14981 (1)	1/3/2024	\$141.32	
Medicare - 14981 (2)	1/3/2024	\$141.32	
Medicare - 14982 (1)	1/3/2024	\$38.89	
Medicare - 14982 (2)	1/3/2024	\$38.89	
Medicare - 14983 (1)	1/3/2024	\$32.01	
Medicare - 14983 (2)	1/3/2024	\$32.01	

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
Medicare - 14984 (1)	1/3/2024	\$50.04	
Medicare - 14984 (2)	1/3/2024	\$50.04	
Medicare - 14985 (1)	1/3/2024	\$48.85	
Medicare - 14985 (2)	1/3/2024	\$48.85	
Medicare - 14986 (1)	1/3/2024	\$42.10	
Medicare - 14986 (2)	1/3/2024	\$42.10	
Medicare - 14987 (1)	1/3/2024	\$39.25	
Medicare - 14987 (2)	1/3/2024	\$39.25	
Medicare - 14988 (1)	1/3/2024	\$44.59	
Medicare - 14988 (2)	1/3/2024	\$44.59	
Medicare - 14989 (1)	1/3/2024	\$31.45	
Medicare - 14989 (2)	1/3/2024	\$31.45	
Medicare - 14990 (1)	1/3/2024	\$89.70	
Medicare - 14990 (2)	1/3/2024	\$89.70	
Medicare - 14991 (1)	1/3/2024	\$61.89	
Medicare - 14991 (2)	1/3/2024	\$61.89	
Medicare - 14992 (1)	1/3/2024	\$42.08	
Medicare - 14992 (2)	1/3/2024	\$42.08	
Medicare - 14993 (1)	1/3/2024	\$68.68	
Medicare - 14993 (2)	1/3/2024	\$68.68	
Medicare - 14995 (1)	1/3/2024	\$60.87	
Medicare - 14995 (2)	1/3/2024	\$60.87	
Medicare - 14996 (1)	1/3/2024	\$49.83	
Medicare - 14996 (2)	1/3/2024	\$49.83	
Medicare - 14997 (1)	1/3/2024	\$39.10	
Medicare - 14997 (2)	1/3/2024	\$39.10	
Medicare - 14998 (1)	1/3/2024	\$36.80	
Medicare - 14998 (2)	1/3/2024	\$36.80	
SS fix Dec Sewer Employee	1/4/2024	(\$73.83)	
SS fix Dec Water Employoy	1/4/2024	(\$73.83)	
SS fix Sewer	1/4/2024	(\$73.83)	

Reference	Date	Amount Notes
Reference Number: EFT*20231223	Nationwide Retirement Solutions	\$7,204.74
Deferred Comp - 14963	12/19/2023	\$150.00
Deferred Comp - 14964	12/19/2023	\$150.00
Deferred Comp - 14965	12/19/2023	\$100.00
Deferred Comp - 14967	12/19/2023	\$300.00
Deferred Comp - 14968	12/19/2023	\$294.88
Deferred Comp - 14970	12/19/2023	\$50.00
Deferred Comp - 14971	12/19/2023	\$100.00
Deferred Comp - 14972	12/19/2023	\$50.00
Deferred Comp - 14973	12/19/2023	\$150.00
Deferred Comp - 14974	12/19/2023	\$200.00
Deferred Comp - 14975	12/19/2023	\$100.00
Deferred Comp - 14976	12/19/2023	\$75.00
Deferred Comp - 14978	12/19/2023	\$300.00
Deferred Comp - 14979	12/19/2023	\$100.00
Deferred Comp - 14980	12/19/2023	\$25.00
Deferred Comp - 14981	1/3/2024	\$150.00
Deferred Comp - 14982	1/3/2024	\$150.00
Deferred Comp - 14983	1/3/2024	\$100.00
Deferred Comp - 14985	1/3/2024	\$300.00
Deferred Comp - 14986	1/3/2024	\$294.88
Deferred Comp - 14988	1/3/2024	\$50.00
Deferred Comp - 14989	1/3/2024	\$100.00
Deferred Comp - 14990	1/3/2024	\$50.00
Deferred Comp - 14991	1/3/2024	\$150.00
Deferred Comp - 14992	1/3/2024	\$200.00
Deferred Comp - 14993	1/3/2024	\$100.00
Deferred Comp - 14995	1/3/2024	\$25.00
Deferred Comp - 14996	1/3/2024	\$300.00
Deferred Comp - 14997	1/3/2024	\$100.00
Deferred Comp - 14998	1/3/2024	\$75.00
Deferred Comp Match - 14981	1/3/2024	\$150.00

Reference	Date	Amount	Notes
Deferred Comp Match - 14982	1/3/2024	\$150.00	
Deferred Comp Match - 14983	1/3/2024	\$100.00	
Deferred Comp Match - 14985	1/3/2024	\$710.80	
Deferred Comp Match - 14986	1/3/2024	\$294.88	
Deferred Comp Match - 14988	1/3/2024	\$50.00	
Deferred Comp Match - 14989	1/3/2024	\$100.00	
Deferred Comp Match - 14990	1/3/2024	\$50.00	
Deferred Comp Match - 14991	1/3/2024	\$150.00	
Deferred Comp Match - 14992	1/3/2024	\$200.00	
Deferred Comp Match - 14993	1/3/2024	\$100.00	
Deferred Comp Match - 14995	1/3/2024	\$25.00	
Deferred Comp Match - 14996	1/3/2024	\$659.30	
Deferred Comp Match - 14997	1/3/2024	\$100.00	
Deferred Comp Match - 14998	1/3/2024	\$75.00	
Reference Number: EFT*20231224	Vimly Benefit Solutions, Inc	\$1,991.70	
Fix Dec Medical Dental Vision to correct Ve	1/4/2024	(\$1,978.40)	
Medical Dental - 14963	12/19/2023	\$100.00	
Medical Dental - 14964	12/19/2023	\$100.00	
Medical Dental - 14965	12/19/2023	\$100.00	
Medical Dental - 14966	12/19/2023	\$100.00	
Medical Dental - 14968	12/19/2023	\$100.00	
Medical Dental - 14969	12/19/2023	\$100.00	
Medical Dental - 14970	12/19/2023	\$100.00	
Medical Dental - 14971	12/19/2023	\$100.00	
Medical Dental - 14972	12/19/2023	\$100.00	
Medical Dental - 14973	12/19/2023	\$100.00	
Medical Dental - 14974	12/19/2023	\$100.00	
Medical Dental - 14975	12/19/2023	\$100.00	
Medical Dental - 14976	12/19/2023	\$100.00	
Medical Dental - 14979	12/19/2023	\$100.00	
Medical Dental - 14980	12/19/2023	\$100.00	

Reference	Date	Amount	Notes
Medical Dental - 14981	1/3/2024	\$100.00	
Medical Dental - 14982	1/3/2024	\$100.00	
Medical Dental - 14983	1/3/2024	\$100.00	
Medical Dental - 14984	1/3/2024	\$100.00	
Medical Dental - 14986	1/3/2024	\$100.00	
Medical Dental - 14987	1/3/2024	\$100.00	
Medical Dental - 14988	1/3/2024	\$100.00	
Medical Dental - 14989	1/3/2024	\$100.00	
Medical Dental - 14990	1/3/2024	\$100.00	
Medical Dental - 14991	1/3/2024	\$100.00	
Medical Dental - 14992	1/3/2024	\$100.00	
Medical Dental - 14993	1/3/2024	\$100.00	
Medical Dental - 14995	1/3/2024	\$100.00	
Medical Dental - 14997	1/3/2024	\$100.00	
Medical Dental - 14998	1/3/2024	\$100.00	
Medical/Dental - 14985	1/3/2024	\$970.10	
Reference Number: EFT*20231225			
Washington Teamsters Welfare Trust		\$23,869.20	
Fix Medical Dental Vision corrected Vendor	1/4/2024	\$1,978.40	
Medical /Dental/Vision - 14981	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14982	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14983	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14984	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14985	1/3/2024	\$17.10	
Medical /Dental/Vision - 14986	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14987	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14988	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14989	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14990	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14991	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14992	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14993	1/3/2024	\$1,389.00	

Council Date: 2024 - January - January 2024 First Council Meeting, 2023 - December - December 2023 Open Period

Reference	Date	Amount	Notes
Medical /Dental/Vision - 14995	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14996	1/3/2024	\$17.10	
Medical /Dental/Vision - 14997	1/3/2024	\$1,389.00	
Medical /Dental/Vision - 14998	1/3/2024	\$1,389.00	
Medical/Dental - 14996	1/3/2024	\$1,021.60	
Reference Number: EFT*20231226	Dept of Licensing Firearms Desk	\$18.00	
NV0000078 Klamm	12/31/2023	\$18.00	Klamm Renewal
Reference Number: EFT*20231227	Dept of Licensing Firearms Desk	\$18.00	
NV0000079 Hamilton	12/31/2023	\$18.00	Hamilton renewal
Reference Number: EFT*20231228	DE Lage Landen Financial Services	\$464.00	
81522129	12/9/2023	\$464.00	2023 - Dec 0 Sharp MX3071
Reference Number: EFT*20231229	Dept of Revenue	\$741.56	
2023 *Nov Utility Taxes	12/26/2023	\$741.56	2023 *Nov Utility Taxes
Reference Number: EFT*20240101	US Cellular	\$54.86	
0620673920	12/2/2023	\$54.86	2023- 12/02-1/01 US Cell Phone
TOTAL		\$250,204.82	

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

OPEN	Accounts Payable	74	26	31,153.74	38713-38739
	Accounts Payable	36	9	71,394.68	38740-38748
	Payroll Vendors	2	2	1,228.00	38729-30
OPEN	Electronic Payments	14	9	13,195.28	eft*20231215-19/26-29
	Electronic Payments	1	1	54.86	Eft*20240101
	Electronic Payroll	6	6	52,981.74	EFT*20231220-25
	ACH Direct Deposit	17	17	36,438.86	Direct Deposit 12/20/2023
	ACH Direct Deposit	17	17	43,757.66	Direct Deposit 01/05/2024

Reference	Date	Amount Notes		
1/9/2024	Total Vouchers	167	87	\$250,204.82

WE, THE FOLLOWING SIGNEES, APPROVE THE VOUCHERS FOR PAYMENT:

MAYOR: _____

TREASURER: _____

COUNCILOR #1: _____

COUNCILOR #2: _____

COUNCILOR #3: _____

COUNCILOR #4: _____

COUNCILOR #5: _____

Police Department - John Brockmueller _____

Public Works/Community Development - Bryan Morris _____

Court- Lacie Dewitt _____

City Clerk - Rachelle Denham: _____

DATED THIS _DAY OF _____, 2024



Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Date Action Taken	
Attest:	

City of Napavine
Action Memorandum No. 24-01
AM 24-01: Leak Adjustment Acct. 2765.0

Originator: Michelle Davis, Billing Clerk

Prepared Date: December 22, 2023

Agenda Date: January 09, 2024

Route to:	Department Head	Signature	Date
X No Objections	City Clerk		
X No Objections	Public Works Director		

Review by Mayor Shawn O'Neill: _____

Attachment(s): None

Fiscal Impact: yes no

Summary statement: During the December billing account #2765.0 had large usage consumption and was on the billing leak report. Public Works confirmed the leak, and the owner was contacted. The owner found the leak in the toilet and has provided a receipt for the repair.

The leak adjustment requested is the first request for 2023 and is in the amount of \$941.87, which was determined by taking a 3-month average of normal usage billing cycles prior to the leak occurrence. The leak was also present in December which will impact Feb 2024 billing. The leak adjustment request was calculated to account for the usage during the full leak period which was calculated at 10,199 compared to average of 396. This requested adjustment amount is over the \$500 maximum amount that City staff can approve.

Pursuant to NMC 13.02.200(B). Any water customer of the city may receive a maximum of one utility bill adjustment per year based upon unexpected leaks or breakdowns of customer plumbing, subject to acceptable review and acceptance of their adjustment request by the city. **The maximum adjustment period for customers shall be one billing cycle (two months) in the amount of five hundred dollars. Any adjustment over the amount of five hundred dollars shall require council approval.** Any additional breakage, leaks or other catastrophes creating an inordinate cost to the customer may apply for an additional leak adjustment with city council approval within a one-year period.

Staff Recommendation:

- Council to approve the leak adjustment.



Utilities – Water & Sewer
 407 Birch Ave SW, P. O. Box 810 Napavine, WA
 98565 Phone: (360) 262-3547 Fax: (360) 262-9199
 www.cityofnapavine.com

Utility Leak Adjustment Request

John R Morris 2.765.0
 Customer's Name
 State Hwy 603, 1507
 Service Address
 Nov. 27, 2023
 Approximate Date Leak First Noticed
 owner, John Morris
 Leak Repaired by
 John Morris
 Customer's Signature
 Account No. 2.765.0
 (360) 520-1938
 Phone No. hose stuck center
 toilet of pipe/run down
 Exact Location of Leak at Premises hole
 12-13-2023
 Date Leak Repaired
 12-13-2023
 Date of Request

I hereby notify the City of Napavine Utility Billing Department that a water leak at the above service address has been repaired. I request an adjustment be made to my billing per City policy. I understand that signing this form does not guarantee a billing adjustment will be made and that I am only permitted one leak adjustment per year.

CITY OFFICIAL USE ONLY

<u>CURRENT BALANCE</u>	<u>ADJUSTMENT</u>	<u>NEW BILL</u>
Current Usage 10,199	(9803)	Average Usage 396
Water \$ 464.66	\$ (406.82)	\$ 57.84
Sewer \$ 615.56	\$ (481.74)	\$ 133.82
Water Tax \$ 27.88	\$ (24.41)	\$ 3.47
Sewer Tax \$ 36.93	\$ (28.90)	\$ 8.03
Total Bill \$ 1145.03	\$ (941.87)	\$ 203.16

Billing Cycle Adjusted _____

Meter Read _____

Adjustment Authorized Yes No

Public Works Signature & Date _____

Adjustment Authorized Yes No

City Clerk Signature & Date _____

Comments: _____

Employee Signature _____

Date Posted to Account _____

Thanks for shopping
our friendly store.

Sweeny's Ace Hardware

114 A Alder Ave NW
PO Box 749
Napavine, WA 98565
360-266-1112

CASH SALE

ITEM	QTY	SALE/REG	EXT
03096100026	1.00	9.99	9.99
40395	EACH		
BALLCOCK ADJ 9-14"			
400A			

SUBTOTAL \$	9.99
TAX \$	0.79
TOTAL \$	10.78

CASH	11.00
CHANGE	0.22

EMPLOYEE	TERM	INV#	TIME	DATE
3	3	917293	03:20	13-Dec-23

Your receipt guarantees
your hassle-free-return.

get in
get help
get on with your life

INVOICE





Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Date Action Taken	
Attest:	

**City of Napavine
Action Memorandum No. 23-02**

AM 23-02: Notice of Liquor License Renewal-Plaza Jalisco

Originator: Rachele Denham, City Clerk

Prepared Date: December 22, 2023

Agenda Date: January 9, 2024

Route to:	Department Head	Signature	Date
X No Objections	Chief of Police		
X No Objections	City Clerk		

Review by Mayor Shawn O’Neill: _____,

Attachment(s): Washington State Liquor and Cannabis Board Liquor License Renewal Applications list.

Fiscal Impact: yes no

Summary statement: The City received a letter from the Washington State Liquor and Cannabis Board a list of liquor license renewal applications in City of Napavine Jurisdiction.

Pursuant to RCW 66.24.010(8) allows the City to object to license renewal request.

To object to the liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis board (WA-LCB) Licensing Division

Objection letter must be received by the Boards Licensing Division at least 30 days prior to the license expiration date. If you need additional time, you must request that in writing.

Staff Recommendation:

- Approve: liquor licenses renewal for Plaza Jalisco.

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 11/06/2023

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF NAPAVALINE
(BY ZIP CODE) FOR EXPIRATION DATE OF 20240229

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. PIEDRA CHINA, INC.	PLAZA JALISCO 120 BIRCH SW NAPAVALINE WA 98532 0000	079097	SPIRITS/BR/WN REST LOUNGE +



**Washington State
Liquor and Cannabis Board**
PO Box 43098,

, Olympia WA 98504-3098, (360) 664-1600

**MAYOR OF NAPA VINE
CITY HALL
NAPA VINE, WA 98565**



Washington State
Liquor and Cannabis Board
PO Box 43098

, Olympia WA 98504-3098, (360) 664-1600
www.liq.wa.gov Fax #: (360) 753-2710

November 06, 2023

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.
- o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at localauthority@sp.lcb.wa.gov.

Sincerely,

Rebecca Smith

Rebecca Smith, Director,
Licensing and Regulation Division

LIQ 864 07/10



PUBLIC WORKS & COMMUNITY DEVELOPMENT

407 Birch Ave SW, P. O. Box 810 Napavine, WA 98565

Phone: (360) 262-9344 Fax: (360) 262-9199

www.napavine.wa.gov

To: Mayor and City Council

From: Bryan Morris, PW/CD Director

RE: Staff Report for Council Meeting, Jan. 9th, 2024

- **Planning Commission Meeting Minutes**
 - Meeting canceled.
- **Project Updates**
 - Scots Industries- Waiting for engineer submittal.
 - TA- Active Construction. Waiting on WSDOT for final off-site (interchange) approval. Tribal artifacts were found on site. Area of tribal artifacts is flagged until DAHP permit can be processed.
 - AT&T Cell Tower- Waiting for a response from AT&T.
- **Mayme Shaddock Park**
 - Active Construction. Currently framing the structure.
- **Rush Road STIP:** Going to advertisement to hire an engineer.
- **Jefferson Station:** Currently in the design stage.
- **Free Recycling Event:** The Free Recycling Event will be on May 11th from 10-2pm. It will be at Scout camp and will include; Household Hazardous Waste , Electronic Recycling, Yard Waste and Scrap Metal/Appliance Recycling. The county will create flyers and advertise on their webpage.
- **Operations are normal.**

*You're Invited
to...*

THE ECONOMICS OF CLEAN ENERGY

How Lewis County Benefits from the
Emerging Clean Energy Economy

FEB 5th, 2024

- 4:30pm-6:00 pm
(Doors open @ 4pm)
- Pre-register with
Dolly@lewiscountyalliance.org
or call 360-748-0114
- Free Admission
- Centralia College
Room: TBD

Sponsored by:

