



## CITY COUNCIL MEETING AGENDA

Tuesday – August 12, 2025 – 6:00 PM

Shawn O'Neill,  
Mayor  
[soneill@cityofnapavine.com](mailto:soneill@cityofnapavine.com)

Brian Watson,  
Council Position No.1  
[bwatson@cityofnapavine.com](mailto:bwatson@cityofnapavine.com)

Ivan Wiediger,  
Council Position No.2  
[iwiediger@cityofnapavine.com](mailto:iwiediger@cityofnapavine.com)

Don Webster,  
Council Position No.3  
[dwebster@cityofnapavine.com](mailto:dwebster@cityofnapavine.com)

Heather Stewart,  
Council Position No.4  
[hstewart@cityofnapavine.com](mailto:hstewart@cityofnapavine.com)

Duane Crouse,  
Council Position No.5  
[dcrouse@cityofnapavine.com](mailto: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](http://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 – July 22, 2025
  - 1) Regular Council Meeting
- VII. STAFF & COUNCIL REPORT
- VIII. CITIZEN COMMENTS – NON-AGENDA ITEMS
- IX. EXECUTIVE SESSION: POTENTIAL LITIGATION RCW 42.30.110(1)(i)
- X. NEW BUSINESS
  - 1) Vouchers – M. Whitten
  - 2) Ord 671 Business License – M. Whitten
  - 3) AM25-09 Liquor License Renew: Dollar General – R. Denham
  - 4) AM25-10 Hire Temporary Part time Admin Asst for Police Dept. – J. Brockmueller
  - 5) Resolution 2025-08-163: Approving Adjustment of Municipal Boundary Line between the City of Napavine and Lewis County Submitted by Property Owner Breen Acres, LLC – B. Morris
  - 6) AM25-11 South Fence at Mayme Shaddock Park – B. Morris
- XI. 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

July 22, 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 Ivan Wiediger.

### **PLEDGE OF ALLEGIANCE:**

Mayor Shawn O'Neill led the flag salute.

### **ROLL CALL:**

**Council members present:** Brian Watson Councilor #1, Ivan Wiediger Councilor #2, 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. Not Present: CD/PW Director - Bryan Morris, and Legal Counsel – Jim Buzzard.

<b>MOVED:</b>	Don Webster	Motion: Excuse Councilor Heather Stewart.
<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.	

### **CONSENT/APPROVAL OF AGENDA**

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

### **APPROVAL OF MEETING MINUTES**

<b>MOVED:</b>	Brian Watson	Motion: Approval of the regular council meeting minutes for July 8, 2025.
<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.	

### **STAFF & COUNCIL REPORTS:**

#### **John Brockmueller – Chief of Police**

- Greetings to the council & operations as normal, Report in writing. Funtime went well this year.

#### **Rachelle Denham – City Clerk**

- Reminder to the council there is only one council meeting in August due to the council summer recess. Operations are normal.

#### **Bryan Morris - PW/CD Director**

- The report is in writing.

**Don Webster – Councilor 3**

- Had a great time at the Funtime Festival

**Ivan Wiediger – Councilor 2**

- Echoed councilor Websters’ comments about the Funtime Festival and it looked like there were more vendors and the car show was great.

**Brian Watson – Councilor 1**

- Wish the Adna car show was on a different day then the Funtime Festival. He would like to see us work this out. The parade was good, and the garage sale raised some funds for the booster club.

**Shawn O’Neill – Mayor**

- Recognized John Sayer and his contributions to the city by honoring him with a minute of silence. Would like the council to brainstorm and will talk with Director Morris about a way to honor past Mayor, John Sayers, He served 25 years of service with the city. Mayor Pro Tem, Duane Crouse, would like to send flowers on behalf of the city to the service. Mayor O’Neill agreed with Mayor Pro Tem and wants to honor this great man.

**John Beck – Chief LCFDS**

- The new building is underway but looks like the steel for the building is delayed and isn’t expected to arrive until September, which will push the final on the building out to around March. The department assisted multiple agencies on a large fire in Onalaska, which was a total loss.

**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**

Accounts Payable	29	74	57,976.19	39877-39905
Payroll Vendors				
Electronic Payments	8	8	9,170.21	EFT*20250713-20
Electronic Payroll	2	2	14,926.86	EFT*20250721-22
ACH Direct Deposit	17	17	40,917.55	Payroll 7/1-7/15 2025
<b>Total Vouchers</b>	<b>56</b>	<b>101</b>	<b>122,990.81</b>	

<b>MOVED:</b>	Don Webster	Motion: Pay the bills. Approval of the Vouchers dated July 2025 2 <sup>nd</sup> Council Meeting.
<b>SECONDED:</b>	Ivan Wiediger	
<i>Discussion: No Discussion.</i>		
<b>VOTE ON MAIN MOTION:</b>	4-0 Motion Carried: 4 aye and 0 nay.	

**ADJOURNMENT:** *Meeting Adjourned at approximately 6:10 p.m.*

<b>MOVED:</b>	Don Webster	Motion: To Adjourn – Close of Meeting
<b>SECONDED:</b>	Ivan Wiediger	
<i>Discussion: No Discussion.</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](https://fccdl.in/AJGxyhqzzN) or at the link <https://fccdl.in/AJGxyhqzzN> .*

**Respectfully submitted,**

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Rachelle Denham, City Clerk

Shawn O'Neill, Mayor

Councilor



## Voucher Report Aug 12, 2025

- August 2025 1st Council Meeting

Reference	Date	Amount Notes
<b>Reference Number: 39906</b>	<b>International Brotherhood Teamsters</b>	<b>\$1,219.00</b>
	<b>Local 252</b>	
Union Dues - 15656	7/16/2025	\$42.75
Union Dues - 15658	7/16/2025	\$39.75
Union Dues - 15659	7/16/2025	\$62.25
Union Dues - 15660	7/16/2025	\$48.75
Union Dues - 15661	7/16/2025	\$42.75
Union Dues - 15662	7/16/2025	\$42.75
Union Dues - 15664	7/16/2025	\$35.25
Union Dues - 15666	7/16/2025	\$32.25
Union Dues - 15667	7/16/2025	\$41.75
Union Dues - 15668	7/16/2025	\$39.75
Union Dues - 15669	7/16/2025	\$43.25
Union Dues - 15670	7/16/2025	\$39.75
Union Dues - 15671	7/16/2025	\$62.25
Union Dues - 15672	7/16/2025	\$36.25
Union Dues - 15675	8/4/2025	\$39.75
Union Dues - 15677	8/4/2025	\$48.75
Union Dues - 15678	8/4/2025	\$42.75
Union Dues - 15679	8/4/2025	\$42.75
Union Dues - 15681	8/4/2025	\$35.25
Union Dues - 15683	8/4/2025	\$32.25
Union Dues - 15684	8/4/2025	\$41.75
Union Dues - 15685	8/4/2025	\$39.75
Union Dues - 15687	8/4/2025	\$39.75
Union Dues - 15688	8/4/2025	\$62.25
Union Dues - 15689	8/4/2025	\$36.25
Union Dues - 15690	8/4/2025	\$42.75
Union Dues - 15691	8/4/2025	\$62.25

- August 2025 1st Council Meeting

Reference	Date	Amount Notes
Union Dues - 15692	8/4/2025	\$43.25
<b>Reference Number: 39907</b>	<b>Payroll Vendor</b>	<b>\$972.48</b>
Net Pay - 15693	8/5/2025	\$972.48
<b>Reference Number: 39908</b>	<b>911 Supply Public Safety Gear &amp;</b>	<b>\$509.48</b>
INV-1-550097	7/30/2025	\$134.36 Forensic kits (4)
INV-2-54290	7/18/2025	\$375.12 Dawes Patrol utility belts (2)
<b>Reference Number: 39909</b>	<b>Badger Meter</b>	<b>\$428.24</b>
80205883	7/29/2025	\$428.24 2025*July cellular meter read
<b>Reference Number: 39910</b>	<b>City of Chehalis</b>	<b>\$18,763.00</b>
202508*RWWTP	8/6/2025	\$18,763.00 Monthly Sewer Treatment Costs Aug 2025
<b>Reference Number: 39911</b>	<b>City of Napavine</b>	<b>\$4,884.26</b>
1096.0 2025 June July City Hall	8/6/2025	\$298.93 2025-June July City Water/Sewer
1096.5 2025 June July triangle	8/6/2025	\$747.81 2025 June July triangle irrigation
1711.0 2025 June July Mayme	8/6/2025	\$843.28 June July Mayme Irrigation/kitchen
2025*08 police services	8/6/2025	\$2,400.00 2025*08 police services
3370.0 2025 June July Mayme	8/6/2025	\$594.24 June July Mayme Irrigation
<b>Reference Number: 39912</b>	<b>Confederated Tribes of The Chehalis Reservation</b>	<b>\$1,335.00</b>
9667	6/30/2025	\$1,335.00 15 days and 3 bookings
<b>Reference Number: 39913</b>	<b>Consor North America, Inc</b>	<b>\$19,675.20</b>
D240918WA.00-7	7/28/2025	\$19,675.20 RUSH RD
<b>Reference Number: 39914</b>	<b>CT Publishing LLC dba The Chronicle</b>	<b>\$40.32</b>
292829	7/25/2025	\$40.32 SEPA -Creekside Pass Thru

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Reference	Date	Amount Notes
<b>Reference Number: 39915</b>	<b>DE Lage Landen Financial Services</b>	<b>\$464.83</b>
591112579	7/21/2025	\$232.42 2025 - 7/15-8/14 Sharp MX307105 CITY
591112753	7/21/2025	\$232.41 2025 - 7/15-8/14 Sharp MX3071
<b>Reference Number: 39916</b>	<b>Duane Elwood</b>	<b>\$185.00</b>
2025*Aug LEOFF1 Medicare	8/6/2025	\$185.00 Medical Insurance Premium Part B 2025
<b>Reference Number: 39917</b>	<b>H. D. Fowler Company</b>	<b>\$326.39</b>
I7063982	7/11/2025	\$326.39 1/4" S80 PVC
<b>Reference Number: 39918</b>	<b>Home Depot Credit Services</b>	<b>\$210.53</b>
7035192	7/23/2025	\$46.87 post misc for water pipe
WN24441154	7/2/2025	\$163.66 yard hydrant PD
<b>Reference Number: 39919</b>	<b>Joseph O. Enbody</b>	<b>\$600.00</b>
292087	7/27/2025	\$600.00 2025*07 2 units
<b>Reference Number: 39920</b>	<b>LCSO-Corrections Bureau</b>	<b>\$1,918.27</b>
2025*07 Jail	8/6/2025	\$1,918.27 2025 -July #18.5 beds days
<b>Reference Number: 39921</b>	<b>Lewis County Fleet Svs.</b>	<b>\$126.03</b>
43459	7/18/2025	\$126.03 23 Dodge Durango oil change
<b>Reference Number: 39922</b>	<b>Lewis County PUD</b>	<b>\$5,580.27</b>
104755002*2025 Aug	7/25/2025	\$37.59 6/16-7/20 E Park St
104755003*2025 Aug	7/25/2025	\$37.13 6/16-7/20 305 2nd Ave NE "Triangle"
104755004*2025 Aug	7/25/2025	\$84.99 6/16-7/20 WA & 2nd St Traffic Signal
104755005*2025 Aug	7/25/2025	\$43.31 6/16-7/20 Ball Park Lights/207 W
104755006*2025 Aug	7/25/2025	\$73.39 6/16-7/20 Linhart Ave Lights
104755007*2025 Aug	7/25/2025	\$44.56 6/16-7/20 Pedestrian Overpass/2nd Ave
104755008*2025 Aug	7/25/2025	\$71.58 6/16-7/20 113 2nd Ave SE
104755009*2025 Aug	7/25/2025	\$50.67 6/16-7/20 207 Wash ST Park

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Reference	Date	Amount	Notes
104755010*2025 Aug	7/31/2025	\$34.47	6/23-7/24 191 Hamilton RD
104755011*2025 Aug	7/25/2025	\$62.23	6/16-7/20 Stadium Heights St Lights
104755012*2025 Aug	7/25/2025	\$71.52	6/16-7/20 Brich Ave SW Traffic Signal
104755014*2025 Aug	7/25/2025	\$59.21	6/16-7/20 WA Street Lighting
104755015*2025 Aug	7/25/2025	\$65.56	6/16-7/20 Camden Way St Lights
104755016*2025 Aug	7/25/2025	\$62.40	6/16-7/20 Parkside Loop St Lights
104755017*2025 Aug	7/25/2025	\$83.81	6/16-7/20 3rd Ave NW/Pump Station
104755018*2025 Aug	7/25/2025	\$1,025.36	6/24-7/25 various street lights
104755019*2025 Aug	7/25/2025	\$62.60	6/16-7/20 Chieri CT Sewer Station
104755020*2025 Aug	7/25/2025	\$1,568.99	6/24-7/20 Birch - Well #5/Birch Ave SW
104755021*2025 Aug	7/25/2025	\$151.96	6/16-7/20 Jefferson ST E Pump Station
104755022*2025 Aug	7/25/2025	\$221.41	6/16-7/20 Rush RD Pump-1168 Rush RD
104755023*2025 Aug	7/25/2025	\$37.13	6/16-7/20 Rowell St - Well #3
104755024*2025 Aug	7/25/2025	\$133.54	6/16-7/20 Front St - Well #2
104755025*2025 Aug	7/25/2025	\$212.82	6/16-7/20 207 W Washington - Pump
104755026*2025 Aug	7/31/2025	\$38.72	6/23-7/24 Koontz RD
115588001*2025 Aug	7/25/2025	\$62.75	6/16-7/20 Rathburn ST
115588002*2025 Aug	7/25/2025	\$65.79	6/16-7/20 4th & Stella ST *250 W St.
124227002*2025 Aug	7/31/2025	\$498.86	6/23-7/24 1206 Rush RD - Well
124227003*2025 Aug	7/25/2025	\$318.94	6/16-7/20 City Hall - 407 Brich Ave SW
128323001*2025 Aug	7/25/2025	\$37.13	6/16-7/20 207 W Washington -
128578001*2025 Aug	7/31/2025	\$41.52	6/23-7/24 Rush RD Lights
128578002*2025 Aug	7/31/2025	\$35.94	6/23-7/24 Rush RD Lights
128578003*2025 Aug	7/25/2025	\$61.11	6/16-7/20 Sommerville RD Light
128578004*2025 Aug	7/25/2025	\$65.41	6/16-7/20 7th Ave Security Light
128578005*2025 Aug	7/25/2025	\$57.87	6/16-7/20 555 2d Ave NE Park Building
<b>Reference Number: 39923</b>	<b>Lewis County Treasurer</b>	<b>\$88.65</b>	
2025*07 Crime Victims Remit	8/6/2025	\$88.65	2025 - 07 Court Remittance
<b>Reference Number: 39924</b>	<b>Mott Macdonald</b>	<b>\$5,550.00</b>	
57517786	7/22/2025	\$5,550.00	PFAS Support



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Reference	Date	Amount	Notes
<b>Reference Number: 39925</b>	<b>Mrs. Klean Janitorial</b>	<b>\$634.00</b>	
INV-2566	8/1/2025	\$634.00	2025 -Aug Clean City Hall
<b>Reference Number: 39926</b>	<b>Napavine Postmaster</b>	<b>\$198.00</b>	
2025/2026 PO Box 179 Renewal	8/7/2025	\$198.00	2025/2026 PO Box 179 Renewal
<b>Reference Number: 39927</b>	<b>Pete Hinton</b>	<b>\$65.00</b>	
2025*07 Interpreter	8/6/2025	\$65.00	2025*07 Interpreter
<b>Reference Number: 39928</b>	<b>Rodda Paint Co</b>	<b>\$1,385.63</b>	
43116053	7/30/2025	\$529.09	3-5 gal white/2-5gal yellow
43116075	7/31/2025	\$428.27	4- 5 gallons traffic yellow
43116152	8/5/2025	\$428.27	4- 5 gallons traffic yellow
<b>Reference Number: 39929</b>	<b>Sarah Berry c/o Duane Elwood</b>	<b>\$260.00</b>	
2025*Aug LEOFF 1 Ins	8/6/2025	\$260.00	2025*Aug LEOFF 1 Ins
<b>Reference Number: 39930</b>	<b>State Treasurer's Office</b>	<b>\$4,546.10</b>	
2025*07 state Court Remit	8/6/2025	\$4,546.10	2025*07 state Court Remit
<b>Reference Number: 39931</b>	<b>Sweeny's Ace Hardware</b>	<b>\$592.17</b>	
967521	7/2/2025	\$22.67	Spray Bottel/Clorox/Scrub brush
967522	7/2/2025	\$58.35	Replacemnt Cartridge
967689	7/3/2025	\$13.80	Bar Flat 1/8x1x36
968050	7/7/2025	\$30.22	ACE RSTP SPRY SATBLK 15OZ
968178	7/8/2025	\$10.80	Paint Mixer Plastic
968391	7/11/2025	\$13.60	Clorox Wipes
968779	7/14/2025	\$45.11	Painting Supplies
968990	7/17/2025	\$54.66	Clogbuster/paper towels/cabletie
969088	7/18/2025	\$18.37	Contractor Bag 55G 15PK
969389	7/21/2025	\$20.53	Returned Item receipted on INV 969400
969400	7/21/2025	\$14.05	Straight Lever Keyed PB/Entry Knob Tulip
969474	7/22/2025	\$18.37	WKR GLVS DRV
969478	7/22/2025	\$16.20	60W LED/A19 5000K 10PK
969577	7/23/2025	\$25.93	Pruner Bypass Forged 8"

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Reference	Date	Amount Notes
969610	7/23/2025	\$70.98 hose clamps/galv pip/elbows
969621	7/23/2025	\$18.55 hose clamps/galv pip/elbows
969715	7/24/2025	\$15.12 DawnULtra dish soap
969745	7/24/2025	\$3.66 Pipe Insulation 3/4"
969765	7/25/2025	\$17.27 Clorox Splashless 77oz
970065	7/28/2025	\$3.44 Crayon Lumber RED
970130	7/28/2025	\$18.37 Contractor Bag 55G 15PK
970172	7/29/2025	\$38.89 Grease Gun/Hook pic set
970316	7/30/2025	\$43.23 Tie Down Straw 12' 4PK
<b>Reference Number: 39932</b>	<b>Transient Vendor</b>	<b>\$100.00</b>
1018	7/22/2025	\$100.00 5 cases copy paper
<b>Reference Number: 39933</b>	<b>US Bank Corp Payment Syst</b>	<b>\$1,646.94</b>
020377 Soft Touch	7/10/2025	\$12.45 Car Wash
020903 Soft Touch	6/19/2025	\$16.60 Car Wash
111-5858310-9471456 Amazon	6/26/2025	\$43.03 APX 6000 Speaker & Rapid Charger for
111-8254895-9605834 Amazon	6/9/2025	\$99.88 office and safety supplies
113-1963229-5567463 Amazon	6/11/2025	\$45.39 LB3663 Perforated Roll Paper for Brother
113-2679954-3200214 Amazon	6/10/2025	\$86.47 Lawn Mower Tire with Rim
113-3167242-2551442 Amazon	6/6/2025	\$86.47 Lawn Mower Tires
113-4665671-8961853 Amazon	6/24/2025	\$42.49 Office Supplies
113-9720112-9532213 Amazon	6/25/2025	\$23.51 Duracell Coppertop AA Batteries
24692165157101476901955 Apple.Com/Bill	6/6/2025	\$37.93 ONYK Subscription
388691 The Paint Store	6/25/2025	\$303.82 Seymour Stripe Water Based Paint
549743 Stamp- Connection.com	6/13/2025	\$27.25 Trodat Printy Replacement Ink Pad
6676120883 Grainger	6/26/2025	\$143.26 Replacement Tube PK5 Item #35U578
78419942 Free Conference Call	6/15/2025	\$3.25 File Storage 6/15/25-7/14/25
840-59800250-1-4121872-1 US Postal	6/25/2025	\$9.96 postage
840-59800250-2-3641377-2 US Postal	6/9/2025	\$59.76 postage
840-59800250-2-3651551-2 US Postal	6/18/2025	\$31.40 postage
840-59800250-2-3664771-1 US Postal	7/1/2025	\$294.04 postage
871174 Tractor Supply Co	6/17/2025	\$143.06 TRV Prem Tractor Fluid 5GAL X 2

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Reference	Date	Amount	Notes
965589 Sweenys	6/12/2025	\$47.54	DSP Glove NIT XL BLK
INV311176433 Zoom	6/27/2025	\$17.03	Subscription Period Jun 27-Jul 26
VP_2HRKVVK VistaPrint	7/1/2025	\$72.35	Business Cards
<b>Reference Number: 39934</b>	<b>US Bank NA Cincinnati</b>	<b>\$40.00</b>	
2025*07 Bond Maint	8/7/2025	\$40.00	2025 - 07 Bond Fee
<b>Reference Number: 39935</b>	<b>US Cellular</b>	<b>\$1,377.11</b>	
0742520226	7/12/2025	\$249.97	7/12-8/11 PW Cell
0742524917	7/12/2025	\$1,078.85	7/12-8/11 PD/Court/PW MIFI
0744521809	7/20/2025	\$48.29	7/20-8/19 Treasurer Cell
<b>Reference Number: 39936</b>	<b>Utilities Underground Location Center</b>	<b>\$20.25</b>	
5070198	7/31/2025	\$20.25	2025 July 15 locates
<b>Reference Number: 39937</b>	<b>Vander Stoep, Blinks, Jones &amp;</b>	<b>\$1,100.00</b>	
2025*08 Judge service	8/6/2025	\$1,100.00	2025-08 Judge
<b>Reference Number: 39938</b>	<b>Vision Municipal Solution</b>	<b>\$916.00</b>	
09-16232	7/31/2025	\$916.00	2025*07 utility statements
<b>Reference Number: 39939</b>	<b>WA Dept of Transportation</b>	<b>\$2,677.81</b>	
RE*FB91458001261	7/31/2025	\$2,677.81	2025*07 fuel
<b>Reference Number: EFT*20250801</b>	<b>Dept of Labor &amp; Industry</b>	<b>\$11,763.37</b>	
2025 Q2 Admin	7/28/2025	\$0.06	
2025 Q2 PD	7/28/2025	(\$1.55)	
2025 Q2 PW	7/28/2025	(\$0.76)	
Emp L&I - 15553	4/16/2025	\$215.78	
Emp L&I - 15554	4/16/2025	\$80.93	
Emp L&I - 15555	4/16/2025	\$255.01	
Emp L&I - 15556	4/16/2025	\$232.59	
Emp L&I - 15557	4/16/2025	\$239.60	
Emp L&I - 15558	4/16/2025	\$212.97	
Emp L&I - 15559	4/16/2025	\$12.80	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
Emp L&I - 15560	4/16/2025	\$112.55	
Emp L&I - 15562	4/16/2025	\$4.89	
Emp L&I - 15563	4/16/2025	\$107.49	
Emp L&I - 15564	4/16/2025	\$12.53	
Emp L&I - 15565	4/16/2025	\$10.88	
Emp L&I - 15566	4/16/2025	\$17.74	
Emp L&I - 15567	4/16/2025	\$112.55	
Emp L&I - 15568	4/16/2025	\$14.63	
Emp L&I - 15569	4/16/2025	\$17.19	
Emp L&I - 15570	5/1/2025	\$252.21	
Emp L&I - 15571	5/1/2025	\$112.55	
Emp L&I - 15572	5/1/2025	\$226.99	
Emp L&I - 15573	5/1/2025	\$210.17	
Emp L&I - 15574	5/1/2025	\$248.00	
Emp L&I - 15575	5/1/2025	\$1.10	
Emp L&I - 15576	5/1/2025	\$257.81	
Emp L&I - 15577	5/1/2025	\$15.36	
Emp L&I - 15578	5/1/2025	\$96.11	
Emp L&I - 15579	5/1/2025	\$10.24	
Emp L&I - 15580	5/1/2025	\$8.82	
Emp L&I - 15581	5/1/2025	\$110.65	
Emp L&I - 15582	5/1/2025	\$15.45	
Emp L&I - 15583	5/1/2025	\$16.50	
Emp L&I - 15584	5/1/2025	\$14.81	
Emp L&I - 15585	5/1/2025	\$89.79	
Emp L&I - 15586	5/1/2025	\$14.26	
Emp L&I - 15587	5/19/2025	\$215.78	
Emp L&I - 15588	5/19/2025	\$112.55	
Emp L&I - 15589	5/19/2025	\$266.22	
Emp L&I - 15590	5/19/2025	\$224.18	
Emp L&I - 15591	5/19/2025	\$193.36	
Emp L&I - 15592	5/19/2025	\$257.81	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
Emp L&I - 15593	5/19/2025	\$16.46	
Emp L&I - 15594	5/19/2025	\$112.55	
Emp L&I - 15595	5/19/2025	\$16.46	
Emp L&I - 15596	5/19/2025	\$16.27	
Emp L&I - 15597	5/19/2025	\$107.49	
Emp L&I - 15598	5/19/2025	\$12.53	
Emp L&I - 15599	5/19/2025	\$15.73	
Emp L&I - 15600	5/19/2025	\$18.10	
Emp L&I - 15601	5/19/2025	\$112.55	
Emp L&I - 15602	5/19/2025	\$16.27	
Emp L&I - 15603	6/3/2025	\$288.64	
Emp L&I - 15604	6/3/2025	\$72.08	
Emp L&I - 15605	6/3/2025	\$232.59	
Emp L&I - 15606	6/3/2025	\$137.31	
Emp L&I - 15607	6/3/2025	\$257.81	
Emp L&I - 15608	6/3/2025	\$285.83	
Emp L&I - 15609	6/3/2025	\$14.63	
Emp L&I - 15610	6/3/2025	\$83.46	
Emp L&I - 15611	6/3/2025	\$12.80	
Emp L&I - 15612	6/3/2025	\$13.71	
Emp L&I - 15613	6/3/2025	\$94.84	
Emp L&I - 15614	6/3/2025	\$12.80	
Emp L&I - 15615	6/3/2025	\$16.27	
Emp L&I - 15616	6/3/2025	\$12.62	
Emp L&I - 15617	6/3/2025	\$94.84	
Emp L&I - 15618	6/3/2025	\$11.34	
Emp L&I - 15620	6/18/2025	\$235.39	
Emp L&I - 15621	6/18/2025	\$101.17	
Emp L&I - 15622	6/18/2025	\$235.39	
Emp L&I - 15623	6/18/2025	\$256.41	
Emp L&I - 15624	6/18/2025	\$288.64	
Emp L&I - 15625	6/18/2025	\$183.55	

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Reference	Date	Amount	Notes
Emp L&I - 15626	6/18/2025	\$13.94	
Emp L&I - 15627	6/18/2025	\$101.17	
Emp L&I - 15628	6/18/2025	\$7.31	
Emp L&I - 15629	6/18/2025	\$14.63	
Emp L&I - 15630	6/18/2025	\$101.17	
Emp L&I - 15631	6/18/2025	\$13.53	
Emp L&I - 15632	6/18/2025	\$14.58	
Emp L&I - 15633	6/18/2025	\$16.27	
Emp L&I - 15634	6/18/2025	\$101.17	
Emp L&I - 15635	6/18/2025	\$13.62	
Emp L&I - 15636	7/1/2025	\$267.62	
Emp L&I - 15637	7/1/2025	\$61.97	
Emp L&I - 15638	7/1/2025	\$2.13	
Emp L&I - 15639	7/1/2025	\$84.73	
Emp L&I - 15640	7/1/2025	\$232.59	
Emp L&I - 15641	7/1/2025	\$196.16	
Emp L&I - 15642	7/1/2025	\$196.16	
Emp L&I - 15643	7/1/2025	\$1.10	
Emp L&I - 15644	7/1/2025	\$226.99	
Emp L&I - 15645	7/1/2025	\$12.07	
Emp L&I - 15646	7/1/2025	\$89.79	
Emp L&I - 15647	7/1/2025	\$11.89	
Emp L&I - 15648	7/1/2025	\$14.63	
Emp L&I - 15649	7/1/2025	\$96.11	
Emp L&I - 15650	7/1/2025	\$38.05	
Emp L&I - 15651	7/1/2025	\$12.62	
Emp L&I - 15652	7/1/2025	\$13.07	
Emp L&I - 15653	7/1/2025	\$17.55	
Emp L&I - 15654	7/1/2025	\$84.73	
Emp L&I - 15655	7/1/2025	\$14.35	
L&I - 15553	4/16/2025	\$24.33	
L&I - 15554	4/16/2025	\$18.05	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
L&I - 15555	4/16/2025	\$28.76	
L&I - 15556	4/16/2025	\$26.23	
L&I - 15557	4/16/2025	\$27.02	
L&I - 15558	4/16/2025	\$24.02	
L&I - 15559	4/16/2025	\$7.47	
L&I - 15560	4/16/2025	\$25.10	
L&I - 15562	4/16/2025	\$2.85	
L&I - 15563	4/16/2025	\$23.97	
L&I - 15564	4/16/2025	\$7.31	
L&I - 15565	4/16/2025	\$6.35	
L&I - 15566	4/16/2025	\$10.35	
L&I - 15567	4/16/2025	\$25.10	
L&I - 15568	4/16/2025	\$8.53	
L&I - 15569	4/16/2025	\$10.03	
L&I - 15570	5/1/2025	\$28.44	
L&I - 15571	5/1/2025	\$25.10	
L&I - 15572	5/1/2025	\$25.60	
L&I - 15573	5/1/2025	\$23.70	
L&I - 15574	5/1/2025	\$27.97	
L&I - 15575	5/1/2025	\$0.64	
L&I - 15576	5/1/2025	\$29.07	
L&I - 15577	5/1/2025	\$8.96	
L&I - 15578	5/1/2025	\$21.43	
L&I - 15579	5/1/2025	\$5.97	
L&I - 15580	5/1/2025	\$5.15	
L&I - 15581	5/1/2025	\$24.67	
L&I - 15582	5/1/2025	\$9.01	
L&I - 15583	5/1/2025	\$9.63	
L&I - 15584	5/1/2025	\$8.64	
L&I - 15585	5/1/2025	\$20.02	
L&I - 15586	5/1/2025	\$8.32	
L&I - 15587	5/19/2025	\$24.33	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
L&I - 15588	5/19/2025	\$25.10	
L&I - 15589	5/19/2025	\$30.02	
L&I - 15590	5/19/2025	\$25.28	
L&I - 15591	5/19/2025	\$21.80	
L&I - 15592	5/19/2025	\$29.07	
L&I - 15593	5/19/2025	\$9.60	
L&I - 15594	5/19/2025	\$25.10	
L&I - 15595	5/19/2025	\$9.60	
L&I - 15596	5/19/2025	\$9.49	
L&I - 15597	5/19/2025	\$23.97	
L&I - 15598	5/19/2025	\$7.31	
L&I - 15599	5/19/2025	\$9.17	
L&I - 15600	5/19/2025	\$10.56	
L&I - 15601	5/19/2025	\$25.10	
L&I - 15602	5/19/2025	\$9.49	
L&I - 15603	6/3/2025	\$32.55	
L&I - 15604	6/3/2025	\$16.07	
L&I - 15605	6/3/2025	\$26.23	
L&I - 15606	6/3/2025	\$15.48	
L&I - 15607	6/3/2025	\$29.07	
L&I - 15608	6/3/2025	\$32.23	
L&I - 15609	6/3/2025	\$8.53	
L&I - 15610	6/3/2025	\$18.61	
L&I - 15611	6/3/2025	\$7.47	
L&I - 15612	6/3/2025	\$8.00	
L&I - 15613	6/3/2025	\$21.15	
L&I - 15614	6/3/2025	\$7.47	
L&I - 15615	6/3/2025	\$9.49	
L&I - 15616	6/3/2025	\$7.36	
L&I - 15617	6/3/2025	\$21.15	
L&I - 15618	6/3/2025	\$6.61	
L&I - 15620	6/18/2025	\$26.54	



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Reference	Date	Amount	Notes
L&I - 15621	6/18/2025	\$22.56	
L&I - 15622	6/18/2025	\$26.54	
L&I - 15623	6/18/2025	\$28.91	
L&I - 15624	6/18/2025	\$32.55	
L&I - 15625	6/18/2025	\$20.70	
L&I - 15626	6/18/2025	\$8.13	
L&I - 15627	6/18/2025	\$22.56	
L&I - 15628	6/18/2025	\$4.27	
L&I - 15629	6/18/2025	\$8.53	
L&I - 15630	6/18/2025	\$22.56	
L&I - 15631	6/18/2025	\$7.89	
L&I - 15632	6/18/2025	\$8.51	
L&I - 15633	6/18/2025	\$9.49	
L&I - 15634	6/18/2025	\$22.56	
L&I - 15635	6/18/2025	\$7.95	
L&I - 15636	7/1/2025	\$30.18	
L&I - 15637	7/1/2025	\$13.82	
L&I - 15639	7/1/2025	\$18.89	
L&I - 15640	7/1/2025	\$26.23	
L&I - 15641	7/1/2025	\$22.12	
L&I - 15642	7/1/2025	\$22.12	
L&I - 15643	7/1/2025	\$0.64	
L&I - 15644	7/1/2025	\$25.60	
L&I - 15645	7/1/2025	\$7.04	
L&I - 15646	7/1/2025	\$20.02	
L&I - 15647	7/1/2025	\$6.93	
L&I - 15648	7/1/2025	\$8.53	
L&I - 15649	7/1/2025	\$21.43	
L&I - 15651	7/1/2025	\$7.36	
L&I - 15652	7/1/2025	\$7.63	
L&I - 15653	7/1/2025	\$10.24	
L&I - 15654	7/1/2025	\$18.89	

- August 2025 1st Council Meeting

Reference	Date	Amount Notes
L&I - 15655	7/1/2025	\$8.37
<b>Reference Number: EFT*20250802</b>	<b>AFLAC Remittance Processing</b>	<b>\$919.57</b>
Aflac - 15659	7/16/2025	\$32.36
Aflac - 15663	7/16/2025	\$60.71
Aflac - 15667	7/16/2025	\$28.47
Aflac - 15680	8/4/2025	\$60.71
Aflac - 15684	8/4/2025	\$28.47
Aflac - 15691	8/4/2025	\$32.37
Aflac Disability - 15663	7/16/2025	\$47.84
Aflac Disability - 15664	7/16/2025	\$63.44
Aflac Disability - 15665	7/16/2025	\$68.54
Aflac Disability - 15667	7/16/2025	\$62.73
Aflac Disability - 15671	7/16/2025	\$95.68
Aflac Disability - 15680	8/4/2025	\$47.84
Aflac Disability - 15681	8/4/2025	\$63.44
Aflac Disability - 15682	8/4/2025	\$68.55
Aflac Disability - 15684	8/4/2025	\$62.74
Aflac Disability - 15688	8/4/2025	\$95.68
<b>Reference Number: EFT*20250803</b>	<b>Vimly Benefit Solutions, Inc</b>	<b>\$2,124.26</b>
Medical/Dental - 15680	8/4/2025	\$1,036.38
Medical/Dental - 15682	8/4/2025	\$1,087.88
<b>Reference Number: EFT*20250804</b>	<b>Washington Teamsters Welfare Trust</b>	<b>\$22,807.00</b>
Medical /Dental/Vision - 15675	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15677	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15678	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15679	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15680	8/4/2025	\$17.10
Medical /Dental/Vision - 15681	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15682	8/4/2025	\$17.10
Medical /Dental/Vision - 15683	8/4/2025	\$1,455.20

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Reference	Date	Amount Notes
Medical /Dental/Vision - 15684	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15685	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15687	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15688	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15689	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15690	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15691	8/4/2025	\$1,455.20
Medical /Dental/Vision - 15692	8/4/2025	\$1,455.20
Medical Dental Vision - 15656	7/16/2025	\$100.00
Medical Dental Vision - 15658	7/16/2025	\$100.00
Medical Dental Vision - 15659	7/16/2025	\$100.00
Medical Dental Vision - 15660	7/16/2025	\$100.00
Medical Dental Vision - 15661	7/16/2025	\$100.00
Medical Dental Vision - 15662	7/16/2025	\$100.00
Medical Dental Vision - 15667	7/16/2025	\$100.00
Medical Dental Vision - 15668	7/16/2025	\$100.00
Medical Dental Vision - 15669	7/16/2025	\$100.00
Medical Dental Vision - 15670	7/16/2025	\$100.00
Medical Dental Vision - 15671	7/16/2025	\$100.00
Medical Dental Vision - 15672	7/16/2025	\$100.00
Medical Dental Vision - 15675	8/4/2025	\$100.00
Medical Dental Vision - 15677	8/4/2025	\$100.00
Medical Dental Vision - 15678	8/4/2025	\$100.00
Medical Dental Vision - 15679	8/4/2025	\$100.00
Medical Dental Vision - 15684	8/4/2025	\$100.00
Medical Dental Vision - 15685	8/4/2025	\$100.00
Medical Dental Vision - 15687	8/4/2025	\$100.00
Medical Dental Vision - 15688	8/4/2025	\$100.00
Medical Dental Vision - 15689	8/4/2025	\$100.00
Medical Dental Vision - 15690	8/4/2025	\$100.00
Medical Dental Vision - 15691	8/4/2025	\$100.00
Medical Dental Vision - 15692	8/4/2025	\$100.00

- August 2025 1st Council Meeting

Reference	Date	Amount Notes
<b>Reference Number: EFT*20250805</b>	<b>WA Employment Security - PFML</b>	<b>\$2,235.61</b>
PFML - 15553	4/16/2025	\$23.76
PFML - 15554	4/16/2025	\$20.32
PFML - 15555	4/16/2025	\$31.81
PFML - 15556	4/16/2025	\$26.25
PFML - 15557	4/16/2025	\$23.86
PFML - 15558	4/16/2025	\$32.16
PFML - 15559	4/16/2025	\$24.91
PFML - 15560	4/16/2025	\$19.58
PFML - 15562	4/16/2025	\$4.73
PFML - 15563	4/16/2025	\$20.76
PFML - 15564	4/16/2025	\$19.99
PFML - 15565	4/16/2025	\$21.65
PFML - 15566	4/16/2025	\$24.83
PFML - 15567	4/16/2025	\$31.56
PFML - 15568	4/16/2025	\$17.37
PFML - 15569	4/16/2025	\$25.41
PFML - 15570	5/1/2025	\$21.26
PFML - 15571	5/1/2025	\$21.31
PFML - 15572	5/1/2025	\$31.78
PFML - 15573	5/1/2025	\$25.60
PFML - 15574	5/1/2025	\$24.10
PFML - 15575	5/1/2025	\$6.58
PFML - 15576	5/1/2025	\$21.41
PFML - 15577	5/1/2025	\$24.91
PFML - 15578	5/1/2025	\$19.58
PFML - 15579	5/1/2025	\$25.41
PFML - 15580	5/1/2025	\$9.43
PFML - 15581	5/1/2025	\$21.09
PFML - 15582	5/1/2025	\$19.99
PFML - 15583	5/1/2025	\$21.46

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Reference	Date	Amount Notes
PFML - 15584	5/1/2025	\$24.14
PFML - 15585	5/1/2025	\$31.56
PFML - 15586	5/1/2025	\$17.87
PFML - 15587	5/19/2025	\$21.16
PFML - 15588	5/19/2025	\$20.32
PFML - 15589	5/19/2025	\$34.06
PFML - 15590	5/19/2025	\$24.90
PFML - 15591	5/19/2025	\$21.52
PFML - 15592	5/19/2025	\$21.33
PFML - 15593	5/19/2025	\$24.91
PFML - 15594	5/19/2025	\$19.58
PFML - 15595	5/19/2025	\$25.41
PFML - 15596	5/19/2025	\$15.98
PFML - 15597	5/19/2025	\$20.76
PFML - 15598	5/19/2025	\$19.99
PFML - 15599	5/19/2025	\$21.46
PFML - 15600	5/19/2025	\$23.80
PFML - 15601	5/19/2025	\$31.56
PFML - 15602	5/19/2025	\$17.87
PFML - 15603	6/3/2025	\$23.36
PFML - 15604	6/3/2025	\$21.31
PFML - 15605	6/3/2025	\$32.82
PFML - 15606	6/3/2025	\$25.14
PFML - 15607	6/3/2025	\$21.62
PFML - 15608	6/3/2025	\$23.89
PFML - 15609	6/3/2025	\$24.91
PFML - 15610	6/3/2025	\$19.07
PFML - 15611	6/3/2025	\$25.41
PFML - 15612	6/3/2025	\$15.98
PFML - 15613	6/3/2025	\$21.09
PFML - 15614	6/3/2025	\$19.99
PFML - 15615	6/3/2025	\$21.46

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Reference	Date	Amount Notes
PFML - 15616	6/3/2025	\$24.18
PFML - 15617	6/3/2025	\$33.06
PFML - 15618	6/3/2025	\$17.87
PFML - 15619	6/3/2025	\$6.58
PFML - 15620	6/18/2025	\$22.73
PFML - 15621	6/18/2025	\$20.32
PFML - 15622	6/18/2025	\$33.36
PFML - 15623	6/18/2025	\$25.54
PFML - 15624	6/18/2025	\$25.33
PFML - 15625	6/18/2025	\$21.29
PFML - 15626	6/18/2025	\$24.97
PFML - 15627	6/18/2025	\$18.98
PFML - 15628	6/18/2025	\$25.41
PFML - 15629	6/18/2025	\$15.98
PFML - 15630	6/18/2025	\$21.75
PFML - 15631	6/18/2025	\$19.99
PFML - 15632	6/18/2025	\$21.46
PFML - 15633	6/18/2025	\$24.52
PFML - 15634	6/18/2025	\$31.56
PFML - 15635	6/18/2025	\$17.87
PFML - 15636	7/1/2025	\$23.66
PFML - 15637	7/1/2025	\$5.37
PFML - 15639	7/1/2025	\$21.31
PFML - 15640	7/1/2025	\$32.82
PFML - 15641	7/1/2025	\$24.96
PFML - 15642	7/1/2025	\$21.36
PFML - 15643	7/1/2025	\$6.58
PFML - 15644	7/1/2025	\$25.56
PFML - 15645	7/1/2025	\$24.97
PFML - 15646	7/1/2025	\$19.91
PFML - 15647	7/1/2025	\$25.41
PFML - 15648	7/1/2025	\$15.98

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Reference	Date	Amount	Notes
PFML - 15649	7/1/2025	\$21.53	
PFML - 15651	7/1/2025	\$19.99	
PFML - 15652	7/1/2025	\$21.46	
PFML - 15653	7/1/2025	\$23.83	
PFML - 15654	7/1/2025	\$33.20	
PFML - 15655	7/1/2025	\$17.87	
<b>Reference Number: EFT*20250806</b>	<b>US Cellular</b>	<b>\$56.19</b>	
0740390376 a	7/2/2025	\$56.19	7/2-8/01 Mayor cell
<b>Reference Number: EFT*20250807</b>	<b>WAVE</b>	<b>\$102.39</b>	
032768701-0011646	7/26/2025	\$102.39	2025- 7/23-8/22 WAVE Phone & Internet
<b>Reference Number: EFT*20250808</b>	<b>WAVE</b>	<b>\$112.10</b>	
138091001-0011661	8/1/2025	\$112.10	Mayme 8/1-8/31
<b>Reference Number: EFT*20250809</b>	<b>WAVE</b>	<b>\$112.10</b>	
138396701-0011661	8/1/2025	\$112.10	2025 8/1-8/31 CH WAVE Internet
<b>Reference Number: EFT*20250810</b>	<b>WAVE</b>	<b>\$112.10</b>	
138396801-0011661	8/1/2025	\$112.10	2025-8/1-8/31 WAVE Phone PD
<b>Reference Number: EFT*20250811</b>	<b>WA Employment Security-WA Cares</b>	<b>\$1,662.88</b>	
LTC - 15553	4/16/2025	\$20.95	
LTC - 15554	4/16/2025	\$17.91	
LTC - 15556	4/16/2025	\$23.14	
LTC - 15557	4/16/2025	\$21.03	
LTC - 15558	4/16/2025	\$28.34	
LTC - 15559	4/16/2025	\$21.96	
LTC - 15560	4/16/2025	\$17.26	
LTC - 15563	4/16/2025	\$18.30	
LTC - 15564	4/16/2025	\$17.62	
LTC - 15565	4/16/2025	\$19.08	
LTC - 15566	4/16/2025	\$21.89	
LTC - 15567	4/16/2025	\$27.82	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
LTC - 15568	4/16/2025	\$15.31	
LTC - 15570	5/1/2025	\$18.74	
LTC - 15571	5/1/2025	\$18.78	
LTC - 15573	5/1/2025	\$22.57	
LTC - 15574	5/1/2025	\$21.24	
LTC - 15575	5/1/2025	\$5.80	
LTC - 15576	5/1/2025	\$18.87	
LTC - 15577	5/1/2025	\$21.96	
LTC - 15578	5/1/2025	\$17.26	
LTC - 15581	5/1/2025	\$18.59	
LTC - 15582	5/1/2025	\$17.62	
LTC - 15583	5/1/2025	\$18.92	
LTC - 15584	5/1/2025	\$21.28	
LTC - 15585	5/1/2025	\$27.82	
LTC - 15586	5/1/2025	\$15.75	
LTC - 15587	5/19/2025	\$18.66	
LTC - 15588	5/19/2025	\$17.91	
LTC - 15590	5/19/2025	\$21.95	
LTC - 15591	5/19/2025	\$18.97	
LTC - 15592	5/19/2025	\$18.80	
LTC - 15593	5/19/2025	\$21.96	
LTC - 15594	5/19/2025	\$17.26	
LTC - 15597	5/19/2025	\$18.30	
LTC - 15598	5/19/2025	\$17.62	
LTC - 15599	5/19/2025	\$18.92	
LTC - 15600	5/19/2025	\$20.98	
LTC - 15601	5/19/2025	\$27.82	
LTC - 15602	5/19/2025	\$15.75	
LTC - 15603	6/3/2025	\$20.59	
LTC - 15604	6/3/2025	\$18.78	
LTC - 15606	6/3/2025	\$22.16	
LTC - 15607	6/3/2025	\$19.05	



- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
LTC - 15608	6/3/2025	\$21.05	
LTC - 15609	6/3/2025	\$21.96	
LTC - 15610	6/3/2025	\$16.81	
LTC - 15613	6/3/2025	\$18.59	
LTC - 15614	6/3/2025	\$17.62	
LTC - 15615	6/3/2025	\$18.92	
LTC - 15616	6/3/2025	\$21.31	
LTC - 15617	6/3/2025	\$29.14	
LTC - 15618	6/3/2025	\$15.75	
LTC - 15619	6/3/2025	\$5.80	
LTC - 15620	6/18/2025	\$20.03	
LTC - 15621	6/18/2025	\$17.91	
LTC - 15623	6/18/2025	\$22.51	
LTC - 15624	6/18/2025	\$22.32	
LTC - 15625	6/18/2025	\$18.76	
LTC - 15626	6/18/2025	\$22.01	
LTC - 15627	6/18/2025	\$16.73	
LTC - 15630	6/18/2025	\$19.17	
LTC - 15631	6/18/2025	\$17.62	
LTC - 15632	6/18/2025	\$18.92	
LTC - 15633	6/18/2025	\$21.61	
LTC - 15634	6/18/2025	\$27.82	
LTC - 15635	6/18/2025	\$15.75	
LTC - 15636	7/1/2025	\$20.86	
LTC - 15637	7/1/2025	\$4.73	
LTC - 15639	7/1/2025	\$18.78	
LTC - 15641	7/1/2025	\$22.00	
LTC - 15642	7/1/2025	\$18.83	
LTC - 15643	7/1/2025	\$5.80	
LTC - 15644	7/1/2025	\$22.53	
LTC - 15645	7/1/2025	\$22.01	
LTC - 15646	7/1/2025	\$17.55	

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Reference	Date	Amount Notes
LTC - 15649	7/1/2025	\$18.98
LTC - 15651	7/1/2025	\$17.62
LTC - 15652	7/1/2025	\$18.92
LTC - 15653	7/1/2025	\$21.01
LTC - 15654	7/1/2025	\$29.27
LTC - 15655	7/1/2025	\$15.75
WA Cares - 15562	4/16/2025	\$4.17
WA Cares - 15580	5/1/2025	\$8.31
WA Cares - 15596	5/19/2025	\$14.09
WA Cares - 15612	6/3/2025	\$14.09
WA Cares - 15629	6/18/2025	\$14.09
WA Cares - 15648	7/1/2025	\$14.09
<b>Reference Number: EFT*20250812</b>	<b>Dept of Treasury Internal Revenue</b>	<b>\$8,319.06</b>
Federal Income Tax - 15674	8/4/2025	\$100.99
Federal Income Tax - 15675	8/4/2025	\$233.79
Federal Income Tax - 15677	8/4/2025	\$559.09
Federal Income Tax - 15678	8/4/2025	\$503.29
Federal Income Tax - 15679	8/4/2025	\$540.03
Federal Income Tax - 15680	8/4/2025	\$361.93
Federal Income Tax - 15681	8/4/2025	\$341.60
Federal Income Tax - 15682	8/4/2025	\$512.88
Federal Income Tax - 15683	8/4/2025	\$109.64
Federal Income Tax - 15684	8/4/2025	\$384.26
Federal Income Tax - 15685	8/4/2025	\$168.21
Federal Income Tax - 15687	8/4/2025	\$348.50
Federal Income Tax - 15688	8/4/2025	\$789.08
Federal Income Tax - 15689	8/4/2025	\$190.53
Federal Income Tax - 15690	8/4/2025	\$442.88
Federal Income Tax - 15691	8/4/2025	\$725.78
Federal Income Tax - 15692	8/4/2025	\$269.32
Federal Income Tax - 15693	8/5/2025	\$0.00

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
Medicare - 15674	8/4/2025	\$22.47	
Medicare - 15674 (2)	8/4/2025	\$22.47	
Medicare - 15675	8/4/2025	\$49.38	
Medicare - 15675 (2)	8/4/2025	\$49.38	
Medicare - 15677	8/4/2025	\$56.13	
Medicare - 15677 (2)	8/4/2025	\$56.13	
Medicare - 15678	8/4/2025	\$53.90	
Medicare - 15678 (2)	8/4/2025	\$53.90	
Medicare - 15679	8/4/2025	\$56.33	
Medicare - 15679 (2)	8/4/2025	\$56.33	
Medicare - 15680	8/4/2025	\$55.03	
Medicare - 15680 (2)	8/4/2025	\$55.03	
Medicare - 15681	8/4/2025	\$41.44	
Medicare - 15681 (2)	8/4/2025	\$41.44	
Medicare - 15682	8/4/2025	\$55.99	
Medicare - 15682 (2)	8/4/2025	\$55.99	
Medicare - 15683	8/4/2025	\$35.22	
Medicare - 15683 (2)	8/4/2025	\$35.22	
Medicare - 15684	8/4/2025	\$47.20	
Medicare - 15684 (2)	8/4/2025	\$47.20	
Medicare - 15685	8/4/2025	\$44.05	
Medicare - 15685 (2)	8/4/2025	\$44.05	
Medicare - 15687	8/4/2025	\$56.30	
Medicare - 15687 (2)	8/4/2025	\$56.30	
Medicare - 15688	8/4/2025	\$73.17	
Medicare - 15688 (2)	8/4/2025	\$73.17	
Medicare - 15689	8/4/2025	\$39.39	
Medicare - 15689 (2)	8/4/2025	\$39.39	
Medicare - 15690	8/4/2025	\$48.47	
Medicare - 15690 (2)	8/4/2025	\$48.47	
Medicare - 15691	8/4/2025	\$72.36	
Medicare - 15691 (2)	8/4/2025	\$72.36	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
Medicare - 15692	8/4/2025	\$47.30	
Medicare - 15692 (2)	8/4/2025	\$47.30	
Medicare - 15693	8/5/2025	\$14.50	
Medicare - 15693 (2)	8/5/2025	\$14.50	
<b>Reference Number: EFT*20250813</b>	<b>Dept of Licensing Firearms Desk</b>	<b>\$18.00</b>	
NV0000146 Douglas	7/26/2025	\$18.00	NV0000146 Douglas
<b>Reference Number: EFT*20250814</b>	<b>Dept of Retirement Systems</b>	<b>\$6,923.70</b>	
2025*04 L2	8/7/2025	\$5.12	
2025*4 P2	8/7/2025	\$9.80	
Emp Rtmt - 15675	8/4/2025	\$190.04	
Emp Rtmt - 15677	8/4/2025	\$202.96	
Emp Rtmt - 15678	8/4/2025	\$197.77	
Emp Rtmt - 15679	8/4/2025	\$206.66	
Emp Rtmt - 15680	8/4/2025	\$211.79	
Emp Rtmt - 15681	8/4/2025	\$159.46	
Emp Rtmt - 15682	8/4/2025	\$215.45	
Emp Rtmt - 15683	8/4/2025	\$135.55	
Emp Rtmt - 15684	8/4/2025	\$181.63	
Emp Rtmt - 15685	8/4/2025	\$169.53	
Emp Rtmt - 15687	8/4/2025	\$216.65	
Emp Rtmt - 15688	8/4/2025	\$281.59	
Emp Rtmt - 15689	8/4/2025	\$151.57	
Emp Rtmt - 15690	8/4/2025	\$176.05	
Emp Rtmt - 15691	8/4/2025	\$265.48	
Emp Rtmt - 15692	8/4/2025	\$182.02	
Taxable Retirement - 15675	8/4/2025	\$183.23	
Taxable Retirement - 15677	8/4/2025	\$325.42	
Taxable Retirement - 15678	8/4/2025	\$317.11	
Taxable Retirement - 15679	8/4/2025	\$331.36	
Taxable Retirement - 15680	8/4/2025	\$204.20	
Taxable Retirement - 15681	8/4/2025	\$153.74	

- August 2025 1st Council Meeting

Reference	Date	Amount Notes
Taxable Retirement - 15682	8/4/2025	\$270.28
Taxable Retirement - 15683	8/4/2025	\$130.69
Taxable Retirement - 15684	8/4/2025	\$175.12
Taxable Retirement - 15685	8/4/2025	\$163.46
Taxable Retirement - 15687	8/4/2025	\$208.89
Taxable Retirement - 15688	8/4/2025	\$271.49
Taxable Retirement - 15689	8/4/2025	\$146.14
Taxable Retirement - 15690	8/4/2025	\$282.28
Taxable Retirement - 15691	8/4/2025	\$425.67
Taxable Retirement - 15692	8/4/2025	\$175.50
<b>Reference Number: EFT*20250815</b>	<b>Nationwide Retirement Solutions</b>	<b>\$8,939.42</b>
Deferred Comp - 15658	7/16/2025	\$300.00
Deferred Comp - 15659	7/16/2025	\$150.00
Deferred Comp - 15661	7/16/2025	\$100.00
Deferred Comp - 15662	7/16/2025	\$100.00
Deferred Comp - 15663	7/16/2025	\$673.50
Deferred Comp - 15664	7/16/2025	\$75.00
Deferred Comp - 15665	7/16/2025	\$300.00
Deferred Comp - 15666	7/16/2025	\$100.00
Deferred Comp - 15667	7/16/2025	\$150.00
Deferred Comp - 15668	7/16/2025	\$300.00
Deferred Comp - 15669	7/16/2025	\$307.74
Deferred Comp - 15671	7/16/2025	\$150.00
Deferred Comp - 15672	7/16/2025	\$150.00
Deferred Comp - 15675	8/4/2025	\$300.00
Deferred Comp - 15678	8/4/2025	\$100.00
Deferred Comp - 15679	8/4/2025	\$100.00
Deferred Comp - 15680	8/4/2025	\$673.50
Deferred Comp - 15681	8/4/2025	\$75.00
Deferred Comp - 15682	8/4/2025	\$300.00
Deferred Comp - 15683	8/4/2025	\$100.00

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
Deferred Comp - 15684	8/4/2025	\$150.00	
Deferred Comp - 15685	8/4/2025	\$300.00	
Deferred Comp - 15688	8/4/2025	\$150.00	
Deferred Comp - 15689	8/4/2025	\$150.00	
Deferred Comp - 15691	8/4/2025	\$150.00	
Deferred Comp - 15692	8/4/2025	\$307.74	
Deferred Comp Match - 15675	8/4/2025	\$300.00	
Deferred Comp Match - 15678	8/4/2025	\$100.00	
Deferred Comp Match - 15679	8/4/2025	\$100.00	
Deferred Comp Match - 15680	8/4/2025	\$701.72	
Deferred Comp Match - 15681	8/4/2025	\$75.00	
Deferred Comp Match - 15682	8/4/2025	\$650.22	
Deferred Comp Match - 15683	8/4/2025	\$100.00	
Deferred Comp Match - 15684	8/4/2025	\$150.00	
Deferred Comp Match - 15685	8/4/2025	\$300.00	
Deferred Comp Match - 15688	8/4/2025	\$150.00	
Deferred Comp Match - 15689	8/4/2025	\$150.00	
Deferred Comp Match - 15691	8/4/2025	\$150.00	
Deferred Comp Match - 15692	8/4/2025	\$300.00	
<b>Reference Number: July 16-31, 2025</b>	<b>Payroll Vendor</b>	<b>\$41,622.00</b>	
ACH Pay - 15674	8/4/2025	\$1,380.51	
ACH Pay - 15675	8/4/2025	\$2,433.13	
ACH Pay - 15677	8/4/2025	\$2,700.88	
ACH Pay - 15678	8/4/2025	\$2,525.22	
ACH Pay - 15679	8/4/2025	\$2,635.29	
ACH Pay - 15680	8/4/2025	\$2,338.55	
ACH Pay - 15681	8/4/2025	\$2,097.67	
ACH Pay - 15682	8/4/2025	\$2,619.63	
ACH Pay - 15683	8/4/2025	\$1,982.08	
ACH Pay - 15684	8/4/2025	\$2,200.80	
ACH Pay - 15685	8/4/2025	\$2,178.54	

- August 2025 1st Council Meeting

Reference	Date	Amount	Notes
ACH Pay - 15687	8/4/2025	\$3,073.90	
ACH Pay - 15688	8/4/2025	\$3,438.74	
ACH Pay - 15689	8/4/2025	\$2,014.72	
ACH Pay - 15690	8/4/2025	\$2,364.53	
ACH Pay - 15691	8/4/2025	\$3,365.00	
ACH Pay - 15692	8/4/2025	\$2,272.81	
<b>Total</b>		<b>\$186,265.71</b>	

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

Accounts Payable	32	119	76,244.48	39908-39939
Payroll Vendors	2	2	2,191.48	39906-07
Electronic Payments	6	6	512.88	EFT*20250806-10/13
Electronic Payroll	9	9	65,694.87	EFT*20250801-5/11-12/14-15
ACH Direct Deposit	17	17	41,622.00	Payroll 7/16-7/31 2025
<b>Total Vouchers</b>	<b>66</b>	<b>153</b>	<b>186,265.71</b>	

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 \_\_\_\_\_, 2025

**ORDINANCE NO. ~~621~~ 671**

**AN ORDINANCE OF THE CITY OF NAPAINE, WASHINGTON, AMENDING CHAPTER 5.02 OF THE NAPAINE MUNICIPAL CODE CONCERNING BUSINESS LICENSES TO COMPLY WITH CHANGES IN STATE LAW; AMENDING ORDINANCE NOS 195, 585 AND 621 AS NECESSARY; ~~PROVIDING FOR MONETARY AND CRIMINAL PENALTIES~~; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

**RECITALS:**

**WHEREAS**, the City of Napavine, Washington (the “City”) is a Code City under the laws of the State of Washington; and

**WHEREAS**, pursuant to Chapter 35A.11.020 RCW, the City may adopt and enforce ordinances of all kinds relating to and regulating the City’s local or municipal affairs and appropriate to the good government of the City; and

**WHEREAS**, all references herein to “NMC” shall mean the “Napavine Municipal Code,” and

**WHEREAS**, Chapter 5.02 NMC is entitled “Business Licenses And Regulations”; and

**WHEREAS, The City requires certain businesses to obtain business licenses;**  
**and**

**WHEREAS, EHB 2005 requires that all cities with business licenses administer their business licensing through the state’s business license system (BLS) by 2022 and updated in 2025 with an effective date of January 1, 2026; and**

**WHEREAS, the City of Napavine does administer its business licensing through BLS; and**

**WHEREAS**, the Council desires to amend Chapter 5.02 NMC to ~~provide for~~ **comply with State law** ~~monetary and criminal penalties~~ as set forth herein.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NAPAINE, WASHINGTON DO HEREBY ORDAIN AS FOLLOWS:**

**Section 1.** **Section 5.02.010** NMC ~~chapter 5.02 entitled “Business Licenses”~~ **as last amended by Ordinance No 621** is amended to read as follows:

**5.02.010 Definitions.**

The following terms shall have the following meanings, except where the context clearly indicates that different meaning is intended and except where any section of this chapter concerning a particular business contains a specific provision to the contrary. Terms are not defined herein shall have their accepted and usual meaning:



A. "Business", means and includes all services, activities, occupations, pursuits, or professions located and/or performed within the City with the object of pecuniary gain, benefit, or advantage to the person engaging therein, or to another person or class, directly or indirectly, whether part time or full time. This definition includes, without limitation, home occupations, peddlers, hawkers. Including any activity conducted for the sale of goods or providing a service for profit. Including businesses that are located outside the City where sales or services are performed by the physical presence of business representatives inside the City. Businesses which are exempt from this chapter are specified in section 5.02.070. See also "engaging in business" in subsection D. of this section.

B. "Business Licensing Service" or "BLS" means the office within the Washington State Department of Revenue administering the Napavine city general business licensing process.

C. C. "City" means the city of Napavine, Washington

~~G.~~ D. "Clerk" means the city Clerk of the city of Napavine, Washington.

~~D.~~ E. "Employee" means any person employed at any business enterprise that performs any part of their duties within the city, except casual laborers not employed in the usual course of business. A sole proprietor is not an "employee." All officers, agents, dealers, franchisees, etc., of a corporation or business trust, and all but one partner of a partnership (except limited partners), are "employees" within this definition. OR "Employee" means any person employed at any business location within the city and in addition includes all persons who are self-employed.

~~E.~~

~~F.~~ ~~"Treasurer means the City Treasurer of the City of Napavine, Washington.~~

~~G.~~ F. "Engage in Business" means:

[1] ~~means~~ commencing, conducting, or continuing in business, or to exercise corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.

[2] This section sets forth examples of activities that constitute engaging in business in the City and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de ~~minimus~~ minimis business activities in the City without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in subsection (1). If an activity is not listed, whether it constitutes engaging in business in the City shall be determined by considering all the facts and circumstances and applicable law.

[3] Without being all inclusive, any one of the following activities conducted within the City by a person, or its employee, agent, representative, independent contractor, broker, or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.

- (a) Owning, renting, leasing, maintaining, or having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the City.
- (b) Owning, renting, leasing, using, or maintaining, an office, place of business, or other establishment in the City.
- (c) Soliciting sales.
- (d) Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.
- (e) Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.
- (f) Installing, constructing, or supervising installation or construction of, real or tangible personal property.
- (g) Soliciting, negotiating, or approving franchise, license, or other similar agreements.
- (h) Collecting current or delinquent accounts.
- (i) Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.
- (j) Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including the listing of homes and managing real property.
- (k) Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.

- (l) Meeting with customers or potential customers, even when no sales or orders are solicited at the meetings.
  - (m) Training or recruiting agents, representatives, independent contractors, brokers, or others, domiciled or operating on a job in the City, acting on its behalf, or for customers or potential customers.
  - (n) Investigating, resolving, or otherwise assisting in resolving customer complaints.
  - (o) In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale and delivery of the goods took place.
  - (p) Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.
- [4] If a person, or its employee, agent, representative, independent contractor, broker, or another acting on the person's behalf, engages in no other activities in or with the City but the following, it need not register and obtain a business license.
- a) Meeting with suppliers of goods and services as a customer.
  - b) Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.
  - c) Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business such as a member of a board of directors who attends a board meeting.
  - d) Renting tangible or intangible property as a customer when the property is not used in the City.
  - e) Attending, but not participating in a "trade show" or "multiple vendor events". Persons participating at a trade show shall review the City's trade show or multiple vendor event ordinances.
  - f) Conducting advertising through the mail.
  - g) Soliciting sales by phone from a location outside the City.
- [5] A seller located outside the City merely delivering goods into the City by means of common carrier is not required to register and obtain a business license, provided that it engages in no other business activities in the City. Such activities do not include those in subsection (4).

[6] The City expressly intends that engaging in business include any activity sufficient to establish nexus for purposes of applying the license fee under the law and the constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

~~H.~~ **G.** "Business License" means and includes and shall be used interchangeably with the term "permit" and shall mean the official approval or authorization of the City to engage in business or to carry on or conduct a special event with the corporate limits of the City for which a license or permit is required pursuant to the provisions of this ordinance ~~permission from the City to Engage in Business as defined herein and includes and shall be used interchangeably with the term 'permit.'~~

~~I.~~ **H.** "Nonprofit" means any organization that has been exempted from the payment of taxes to the federal government under 26 USC 501 (c) of the Internal Revenue Code.

~~J.~~

~~K.~~ ~~"Standard business" means to engage in a business in the city for a continuous period of thirty days or more.~~

~~L.~~ **I.** "Person" means and includes and shall be used interchangeably with the terms "company" "corporation," "individual," "owner," "partnership," "proprietorship," and "sole proprietorship," and shall mean any individual, receiver, administrator, executor, assignee, trustee in bankruptcy, trust, estate, firm, joint venture, club, business trust, association, society, or group of individuals acting as a unit, whether mutual, cooperative, fraternal, religious, profit, nonprofit, or otherwise, who is required to have a business license hereunder, or who performs any act for which a license fee is imposed by this chapter.

~~M.~~ **J.** -"Standard business" means to engage in a business in the city for a continuous period of thirty days or more.

~~N.~~ **Km** "Temporary business" means to engage in business for a period of less than thirty days, or operate a business out of a vehicle, truck, trailer, other mobile unit, or from a building, structure, or leasehold improvement which is not taxed as part of the real property on which the business is located.

~~O.~~ **L.** "Treasurer" means the city treasurer of the City of Napavine, Washington,

**Section 2.** Section 5.02.020 NMC, as last amended by Ordinance No 621, is amended to read as follows:

## 5.02.020 – Business Licenses—Application Procedures

Applications for a business license shall be ~~made in writing to the Treasurer or made through or submitted~~ to the State of Washington Business License Service (BLS), ~~in which case~~ the application form and process shall comply with the requirements of the state (BLS). Licensing applications must include all information as may be required for all licenses requested, as well as all fees due for all licenses requested, including the handling fee required by RCW 19.02.075. The license must be renewed by the expiration date established by the BLS by submitting a renewal application, as well as all fees due for all licenses being renewed, including the handling fee required by RCW 19.02.075 ~~Applications shall conform to the clerk-Treasurer's requirements which may include the following:~~

- ~~A. Name, address (both mailing and business location address), and telephone number of the business;~~
- ~~B. Name, address (both mailing and residence address), and telephone number of the person owning the business (if a corporation, names, addresses and telephone numbers of the president and secretary; if a partnership, names, addresses and telephone numbers of all partners; if a group, association or organization, names, addresses and telephones numbers of the president and secretary or other authorized representatives);~~
- ~~C. Name, address (both mailing and residence address), and telephone number of the business manager or local agent if the business manager or local agent is a person other than the owner;~~
- ~~D. Name, address (both mailing and residence address), and telephone number of the business premises, together with written consent of the owner if the applicant is a person other than the owner;~~
- ~~E. Nature of the business;~~
- ~~F. Whether the business is temporary or permanent;~~
- ~~G. Number of days the applicant will engage in business if a temporary business;~~
- ~~H. Residence of the applicant during the immediate preceding five years, if of an individual;~~
- ~~I. Whether the applicant has held a business license issued by the city within the previous twelve month period if of a temporary business;~~
- ~~J. Whether or not the applicant has been issued any other license by any local, state, or federal agency, including federal tax identification number and Washington State Department of Revenue excise tax number and, if so, indicate said numbers;~~

- ~~K. Sworn statement or affirmation of the person signing the application that the information therein given is full and true to the best of said person's knowledge.~~
- ~~L. The business license application must include payment of all license fee due for all licenses requested, specified in section 5.02.040, and include the handling fee authorized by RCW 19.02.075.~~
- ~~M. Upon receipt of an application and payment, the Clerk-Treasurer and/or designee shall review the application and investigate any statements made therein, and shall issue or deny the license within 30 days of the date it was submitted.~~
- ~~N. If an application is denied, the reason for refusal shall be set forth in writing and mailed to the applicant at the mailing address provided on the application. The applicant may appeal a denial to the City Council. Any such appeal must be submitted to the Clerk-Treasurer within 14 calendar days of the date of the decision. Upon receipt, the City shall conduct a public evidentiary hearing within 28 days of receipt of the appeal.~~

The license applications made to the city pursuant to this chapter are subject to confidentiality governed by RCW 19.02.115, and shall not be made public, or be subject to inspection except as allowed or required by law.

**Section 3.** Section 5.02.040 NMC, as last amended by Ordinance No 621, is amended to read as follows:

#### **5.02.040 – Fees.**

Payments. License fees are to be collected from those persons Engaging in Business in the City. Annual license fees shall be established by the City Council and may be updated periodically by Resolution. Annual license fees updated by Resolution shall be effective ten (10) business days after the Department of Revenue receives notice of the change.

The initial fee for a general business license must be paid in full at the time of submission of the initial application for the license, and thereafter the renewal fee is due with the submission of application to renew license. The City shall charge a ten percent (10%) late fee for all license payments not timely made. Failure to complete the license renewal by the expiration date will incur the late renewal penalty required by RCW 19.02.085 in addition to all other fees due.

~~Original License or Renewal License. Such annual license fee shall become due and payable on the first day of each calendar year as to any business required to have a business license under this ordinance and in existence on said date. As to any business commenced during the year, the annual license fee shall be due and payable on the first day that~~

~~business is transacted or carried on. The annual fee may be prorated if license is obtained after the 3rd quarter of the year.~~

~~Late Charges. A late charge in the amount of ten percent (10%) of the amount due for license renewal shall be assessed by the Clerk—Treasurer if the amount due is not paid on or before December 31. An additional ten percent (10%) shall be assessed for each month the renewal fee, plus applicable late charges, are not paid in full. If a license renewal fee, plus applicable late charges, is not paid in full on or before May 31, such license shall be deemed immediately revoked and shall be of no further force or effect. In this case, a new license must be sought.~~

**C.** Refund Request. If pursuant to provisions of this ordinance, the applicant's request for a license is denied, either upon original application or renewal, one hundred percent (100%) of the fee tendered shall be refunded to the applicant within ninety (90) days following such denial. Provided, no refund shall be made if, during the pendency of the application, the applicant has or had engaged in the business activity of which the license was requested, and in such case the fee shall be forfeited to the City.

**Section 4. Section 5.02.050 NMC, as last amended by Ordinance No 195 is amended to read as follows:**

5.02.050 License Duration.

A. Business License.

1. Standard Business. The duration of a business license shall be one year, ~~from January 1<sup>st</sup> to December 31<sup>st</sup>.~~ however, both the duration of the license term and the respective fee amount may be prorated as necessary to synchronize the expiration date with the expiration of the business license location account maintained by the Business Licensing Service.

2. Temporary Business. The duration for temporary business shall be the term designated by the applicant to exceed thirty (30) continuous days.

**Section 5. Section 5.02.070 NMC, as last amended by Ordinance No 621 is amended to read as follows:**

**5.02.070 Exempt Businesses.**

The following businesses shall be exempt from the licensing provisions of this chapter:

- A. Garage sales, lawn sales, rummage sales, flea market sales, or any other similar casual sale of tangible personal property conducted on an infrequent basis not to exceed three times per each calendar year, not to exceed a total of ten (10) calendar days per year, and which is advertised by any means whereby the public at large is or can be made aware of such sale;
- B. Persons selling personal property or providing a service pursuant to an order or process of a court of competent jurisdiction;
- C. Persons acting in accordance with their powers and duties as public officials;

- D. Any person selling or advertising an item or items of personal property which are specifically named or described in the advertisement in which separate items do not exceed five (5) in number;
- E. Person, sales, or services arising out of Napavine Fun Time Festival within the city, Napavine PTA School organizations, Churches, Fraternal Organizations, Fire Department or any other community event determined by the ~~treasurer~~ Mayor or his/her designee to be exempt from the requirements of this chapter.
- F. Businesses where the sale or contract for goods occurred on business premises outside of the City, and the only event occurring within the City was the mere delivery of the goods to the customer or client.
- G. Farmers or Gardeners selling, delivering or peddling their own produce or eggs, such as at a Farmers Market, Produce Stand, or community supported agriculture program per RCW 36.71.090.
- H. Federal, state or local governmental agencies or their subsidiaries when conducting their core governmental functions.
- I. Minors engaged in babysitting, newspaper delivery, lemonade stands, lawn mowing, and similar activities.

**G. J. Threshold Exemption.**

For purposes of the license required by this chapter effective January 1, 2026, any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than ~~\$2,000~~ \$4,000 and who does not maintain a place of business within the city, shall submit a business license application as provided for in this chapter, but be exempt from the city license fee. The threshold and fee exemption does not apply to regulatory license requirements or activities that require a specialized permit.

- K. The threshold amount will be adjusted every forty-eight months on January 1, by an amount equal to the increase in the Consumer Price Index "CPI" for "West Urban Consumers" (CPI-U) for each 12-month period ending on June 30 as published by the United States Department of Labor Bureau of Labor Statistics or successor agency. To calculate this adjustment, the current rate will be multiplied by one plus the cumulative four-year (forty-eight months) CPA increase using each 12-month period ending on June 30 of each prior year and rounded the nearest \$100. However, if any of the annual CPI increases are more than five (5) percent, a five (5) percent increase will be used in computing the annual basis and if any of the annual CPI decreased during the forty-eight month period, a zero (0) percent increase will be used in computing the annual basis.

**Section 6. Section 5.02.090 NMC, as last amended by Ordinance No 621, is amended to read as follows:**

**5.02.090 – Licenses – Revocation Conditions.**



Denial, Suspension or Revocation of License. The Treasurer is authorized to administratively suspend or revoke any license at any time on the following grounds:

- (1) That the license was procured by fraud or false representation of facts; ~~or~~
- (2) That the ~~applicant~~~~tion~~ or licensee or any of his servants, agents, or employees, while acting within the scope of their employment, has violated or failed to comply with any of the ordinances of the city. Provided, this section shall not apply to traffic violations or to violations of ordinances when said violations are corrected within a period of 30 days from the date of the violation or when said violations are deemed not significant by the Treasurer: or
- (3) ~~That the licensee or any of his servants,~~ The applicant or his or her agents or employees has been convicted of a crime which relateds directly to the specific occupation, trade, vocation, or business for which the license is sought; provided, the time elapsed between the violation and the date of license application is less than three years for a felony conviction, or less than one year for a misdemeanor conviction. ~~either a felony or misdemeanor involving moral turpitude, or involving fraud or an attempt to defraud while acting within the scope of their employment;~~ or
- (4) Conviction of a violation of any provision of this title.
- (5) Licensee failed to comply with all provisions of the Napavine Zoning Code as codified at location of business; or
- (6) Licensee violates provisions of the Napavine Municipal code or ordinances which relate to building and construction codes or the code provisions relating to garbage control, littering, or nuisance at location of business.

The Treasurer, upon finding that one or more of the above conditions exist, may suspend the business license for a period of 30 days in case of a first violation and revoke the business license in cases involving a second violation.

### **Section 2.7. Severability Clause.**

If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional in a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

### **Section 3.8. Effective date**

The effective date of this ordinance shall be ~~five days after the publication.~~ January 1, 2026 or five days after publication of this ordinance or a summary of this ordinance, whichever occurs later.

**PASSED** by the city council of the city of NAPAINE, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this    day of   , 2025.

*Shawn O'Neill*

Mayor, Shawn O'Neill

Attest:

---

Clerk, Rachelle Denham

Approved as to form:

---

City Attorney, James M.B. Buzzard

PASSED READING:

PUBLISHED DATE:

EFFECTIVE DATE: January 1, 2026



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

**City of Napavine**  
**Action Memorandum No. 25-09**  
**Notice of Liquor License Renewal-Dollar General**

Originator: Rachelle Denham, City Clerk

Agenda Date: August 12, 2025

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.

- 1) Dollar General Store #20770 expires October 31, 2025

**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: Dollar General Store Liquor License renewal, License #16920.

Account Name	Location Name	License/Authorization Portfolio Name	Trade Name	Expiration Date	Type	Subtype	Privilege Name
DG STRATEGIC VII, LLC	417 BIRCH AVE SW, NAPA VINE, WA, 98565		16920 DOLLAR GENERAL STORE #20770	10/31/2025	Liquor	Retail	Grocery Store - Beer/Wine
DG STRATEGIC VII, LLC	417 BIRCH AVE SW, NAPA VINE, WA, 98565		16920 DOLLAR GENERAL STORE #20770	10/31/2025	Liquor	Retail	Direct Shipment Receiver- In WA Only



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

**City of Napavine**  
**Action Memorandum No. 25-10: Hire Temporary PT Asst – Police Dept**

Originator: Chief Brockmueller

Agenda Date: 8/12/2025

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

Review/Accepted by Mayor Shawn O'Neill:

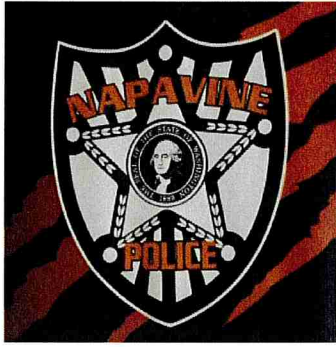
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**Attachment(s):** Consideration Memo

**Fiscal Impact:** yes ☒ no ☐

**Staff Recommendation:**

- Asking the council to approve a temporary part-time Administrative Asst. position for the police department. This temporary position will be for 19 hrs. per week with no benefits @ \$25 per hr.



## PART TIME ADMINISTRATIVE ASSISTANT FOR THE POLICE DEPARTMENT

Over the past several years, the City of Napavine and its police department have grown and increased in obligations, not only to the city but to the county and state as well. As a result of this, the Executive Assistant to the Chief job duties and responsibilities have increased multiple times over.

We have reached a point in time where the Executive Assistant has become overwhelmed in meeting these obligations and duties. Such duties include processing PDRs in-house and serving the prosecutor's subpoenas in order to reduce the billed hours by our attorney's office, PDR requests (including the body cameras which take a tremendous amount of time), NIBRS requirements, CJIS validations, nuisance complaints, animals at large, fingerprinting during court in order to remain compliant with the state, and we have taken over the task of warrant and no-contact order entries/confirmations from the LC Jail to save expenses. The majority of these tasks are under time constraints in accordance with RCW mandates.

We are asking the City Council and Mayor to consider the hiring of a part-time employee at 19 hours per week to start as soon as possible in assisting with these duties to help ensure that we meet these and other obligations to the community, City of Napavine and State of Washington.

**CITY OF NAPAVINE, WASHINGTON**  
**RESOLUTION NO. 2025-08-163**

**A RESOLUTION APPROVING ADJUSTMENT OF THE MUNICIPAL BOUNDARY LINE BETWEEN THE CITY OF NAPAVINE AND LEWIS COUNTY, PURSUANT TO RCW 35.13.340, AS SUBMITTED BY PROPERTY OWNER BREEN ACRES, LLC, FOR PARCEL NO. 017904002002, 259 HAMILTON RD., NAPAVINE, WA; ADOPTING A PROPOSED LAND USE ZONING REGULATION FOR THE REAL PROPERTY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

**RECITALS:**

**WHEREAS**, the City of Napavine, Washington (the “City”) is a Code City under the laws of the State of Washington;

**WHEREAS**, RCW 35.13.340 (emphasis added):

“The boundaries of a city *shall* be adjusted to include or exclude the remaining portion of a parcel of land located partially within and partially without of the boundaries of that city upon the governing body of the city adopting a resolution approving such an adjustment that was requested in a petition signed by the owner of the parcel.”

**WHEREAS**, RCW 35.13.340 further states (emphasis added):

“A boundary adjustment made pursuant to this section *shall not* be subject to potential review by the boundary review board of the county within which the parcel is located *if* the remaining portion of the parcel to be included or excluded from the city is located in the unincorporated area of the county and the adjustment is approved by resolution of the county legislative authority of in writing by a county official of employee of the county who is designated by ordinance of the county to make such approvals.”

**WHEREAS**, the property located at 259 Hamilton Road, Napavine, WA (the “Parcel”), Lewis County Parcel No. 017904002002, legally described in Exhibit A attached hereto, is located partially within the boundaries of the City of Napavine, and is located partially within the unincorporated area of Lewis County;

**WHEREAS**, the owner of the Parcel, Breen Acres, LLC, has requested the City of Napavine, via signed Petition attached hereto as Exhibit B, to adjust the boundaries of the City of Napavine to include the remaining portions of the Parcel within the boundaries of the City of Napavine;

**WHEREAS**, the City of Napavine adopted a Resolution approving said Owner’s signed Petition for boundary adjustment at a regularly scheduled council meeting held on April 22, 2025;

**WHEREAS**, said Resolution (Section 5) made approval of the boundary adjustment contingent upon approval of said boundary adjustment by Lewis County;

**WHEREAS**, pursuant to RCW 35.13.340 and RCW 36.93.105, the approval of Lewis County is not necessary for boundary adjustment to be effective;

**WHEREAS**, RCW 35.13.340 was adopted by the State Legislature in 1989 and states a boundary adjustment is subject to potential review by the Boundary Review Board unless the Board of County Commissioners, or other designated County authority, approves of the boundary adjustment;

**WHEREAS**, RCW 36.93.105 (Actions not subject to review by boundary review board) was adopted by the State Legislature in 1999 and states:

“The following actions shall not be subject to potential review by a boundary review board:  
(3) Adjustments to city or town boundaries pursuant to RCW 35.13.340.”

**WHEREAS**, because the boundary adjustment is not subject to potential review by the Boundary Review Board, it is not necessary to obtain the approval of Lewis County to avoid potential review by the Boundary Review Board;

**WHEREAS**, following the City of Napavine’s adoption of a Resolution approving Breen Acres, LLC’s signed Petition on April 22, 2025, the City of Napavine sent a copy of said Resolution and a letter to Lewis County requesting the matter to be heard before the Board of County Commissioners;

**WHEREAS**, Lewis County failed and/or refused to put this matter before the Board of County Commissioners and instead sent a letter denying the City of Napavine’s resolution;

**WHEREAS**, the City of Napavine responded via letter requesting Lewis County to recognize the Resolution and direct the appropriate County departments to do the same;

**WHEREAS**, Lewis County replied denying the City of Napavine’s request;



**WHEREAS**, the purpose of this Amended Resolution is to be clear that the City of Napavine approves the signed Petition of Breen Acres, LLC and that the permission of Lewis County is not necessary for the effectiveness of the Resolution;

**WHEREAS**, the City Council of the City of Napavine has determined that approving Breen Acres, LLC petition and adjustment of the boundary line between the City of Napavine and Lewis County pursuant to RCW 35.13.340 and RCW 36.93.105 is in the best interests of the residents of the City of Napavine and will promote the general health, safety, and welfare; and

**WHEREAS**, boundary line adjustments under RCW 35.13.340 are not subject to potential review by the boundary review board;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF NAPAVINE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

**Section 1. Recitals Incorporated.** The recitals set forth above are adopted and incorporated by this reference as though fully set forth herein.

**Section 2. Petition Approved.** The City Council approves the petition of Breen Acres, LLC, to adjust the boundary lines between the City of Napavine and Lewis County pursuant to RCW 35.13.340 so as to include within the corporate boundaries of the City of Napavine the remainder of the parcel of land depicted as Lewis County Parcel No. 017904002002, and more particularly described in Exhibit A attached hereto and incorporated herein.

**Section 3. Exhibits Incorporated.** The following Exhibits attached hereto, are incorporated by this reference as though fully set forth herein:

- Exhibit A: Legal Description of Lewis County Parcel No. 017904002002
- Exhibit B: Signed Petition by property owners of the Parcel
- Exhibit C: Map of Parcel with current City Limits and Proposed City Limits
- Exhibit D: Map of Parcel with detail of property line within City Limits

**Section 4. Mayor Authorization.** The City Mayor, or designee, is hereby authorized to take and execute any additional measures or documents that may be necessary to complete this transaction which are consistent with the approved form of documents referenced by this Resolution, and the intent of this Resolution.

**Section 5. Zoning Map and Land Use Designation.** The official zoning map of the City of Napavine shall be modified to include Lewis County Parcel No. 017904002002 with a zoning and land use designation of R-3 and Commercial.

**Section 6. OFM Filings.** The City Treasurer is directed to file all necessary documents with the Washington State Office of Financial Management.

**Section 7.**     **Severability.** If any section, sentence, clause, or phrase of this Resolution should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Resolution.

**Section 8.**     **Effective Date.** This Resolution shall take effect immediately, or as otherwise provided by law, and the City Clerk is directed to file a certified copy of the Resolution with the offices of the Lewis County Auditor and Assessor.

**Section 9.**     **Corrections.** Upon approval of the City Attorney, the City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbers, section/subsection numbers, and any references thereto.

**PASSED** by the Council of the City of Napavine, Washington, and **APPROVED** by the Mayor of the City of Napavine at a regularly scheduled open public meeting thereof, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Shawn O'Neill, Mayor

Attest:

Approved as to form:

---

Rachelle Denham, City Clerk

---

James M.B. Buzzard, WSBA # 33555  
City Attorney

Approved Reading:                      \_\_\_\_\_/2025  
Effective Date:                              \_\_\_\_\_/2025

Exhibit "A"

The Southeast Quarter of the Southwest Quarter of Section 15, Township 13 North, Range 2 West, W.M., Lewis County, lying northerly of the thread of the Newaukum River.

Also the West Half of the Southeast Quarter of said Section 15, lying southerly of the southwesterly margin of Hamilton Road and northerly of the thread of the Newaukum River.

Also the West 10.00 feet of even width of Parcel "A" of City of Napavine Boundary Line Adjustment No. 07-11-2022, recorded on August 4, 2022 under Auditor's File No. 3581283 and that portion of said Parcel "A" lying Southwesterly of the thread of the Newaukum River in said Section 15.

Exhibit "B" Pg.1.

PETITION FOR ANNEXATION  
TO THE CITY OF NAPAVINE

	DATE STAMP
RCVD BY	

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF NAPAVINE

We, the undersigned, being the owners of not less than one hundred percent (100%) in value of the real property herein described, do hereby petition that such territory be annexed to and made a part of the City of Napavine.

The territory proposed to be annexed is within Lewis County, Washington, and the boundaries are outlined on the survey map accompanying petition. The property is described as follows: (See Attachment)

The City Council of the City of Napavine met with the initiating parties at a Council meeting on: \_\_\_\_\_ and did determine that the City would accept the proposed annexation. At said meeting, the City Council did also determine that:

It would require the simultaneous adoption of a comprehensive plan for the area to be annexed; and

It would require the assumption of existing City indebtedness by the area to be annexed, as disclosed by the minute entry regarding the same in the minutes of said Council meeting.

Petition for Annexation to the City of Napavine

This page contains all signatures of the owners seeking the annexation of territory to the City of Napavine, Washington, as above stated.

The petitioners subscribing hereto agree that all property within the territory hereby sought to be annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Napavine, including assessments or taxes in payment of any bonds issued or debts contracted prior to or existing at the date of annexation.

*(Names of the petitioners should be in identical form as the same appear of record in the chain of title to the real estate. All owners must sign.)*

Sterling D. Breen  
OWNER'S SIGNATURE

Sterling D. Breen  
PRINTED NAME

ADDRESS: 259 Hamilton

ASSESSOR'S PARCEL #: 017904002002

DATE: 2-28-25

APPROXIMATE # OF ACRES: 110.88

Nicola S Ely  
OWNER'S SIGNATURE

Nicola S Ely  
PRINTED NAME

ADDRESS: 259 Hamilton

ASSESSOR'S PARCEL #: 017904002002

DATE: 2-28-25

APPROXIMATE # OF ACRES: 110.88

Exhibit "B", Pg. 2

## NOTICE TO COMMENCE ANNEXATION PROCEEDINGS 100% Petition

CITY OF NAPAVINE, WASHINGTON TO:

Napavine City Council

The undersigned, being the owners of not less than 100 percent (100%) in value, according to the assessed valuation of general taxation of the property for which annexation is sought, hereby notify the City Council of the City of Napavine of our intentions to commence annexation proceedings to the City of Napavine of the following described property (See Attached). We hereby further request of the City Council to set a date, within sixty (60) days following the City's receipt of this notice, for a meeting with the undersigned parties to determine whether the City of Napavine will accept the proposed annexation, whether it shall require the simultaneous adoption of zoning regulations, and whether it shall require the assumption of existing City indebtedness by the area to be annexed. The property in question is partially within the existing city limits with the balance of the property lying contiguous to the present corporate limits of the City of Napavine, and said property is situated in the County of Lewis, State of Washington, and is legally described as follows (attach separate sheet).

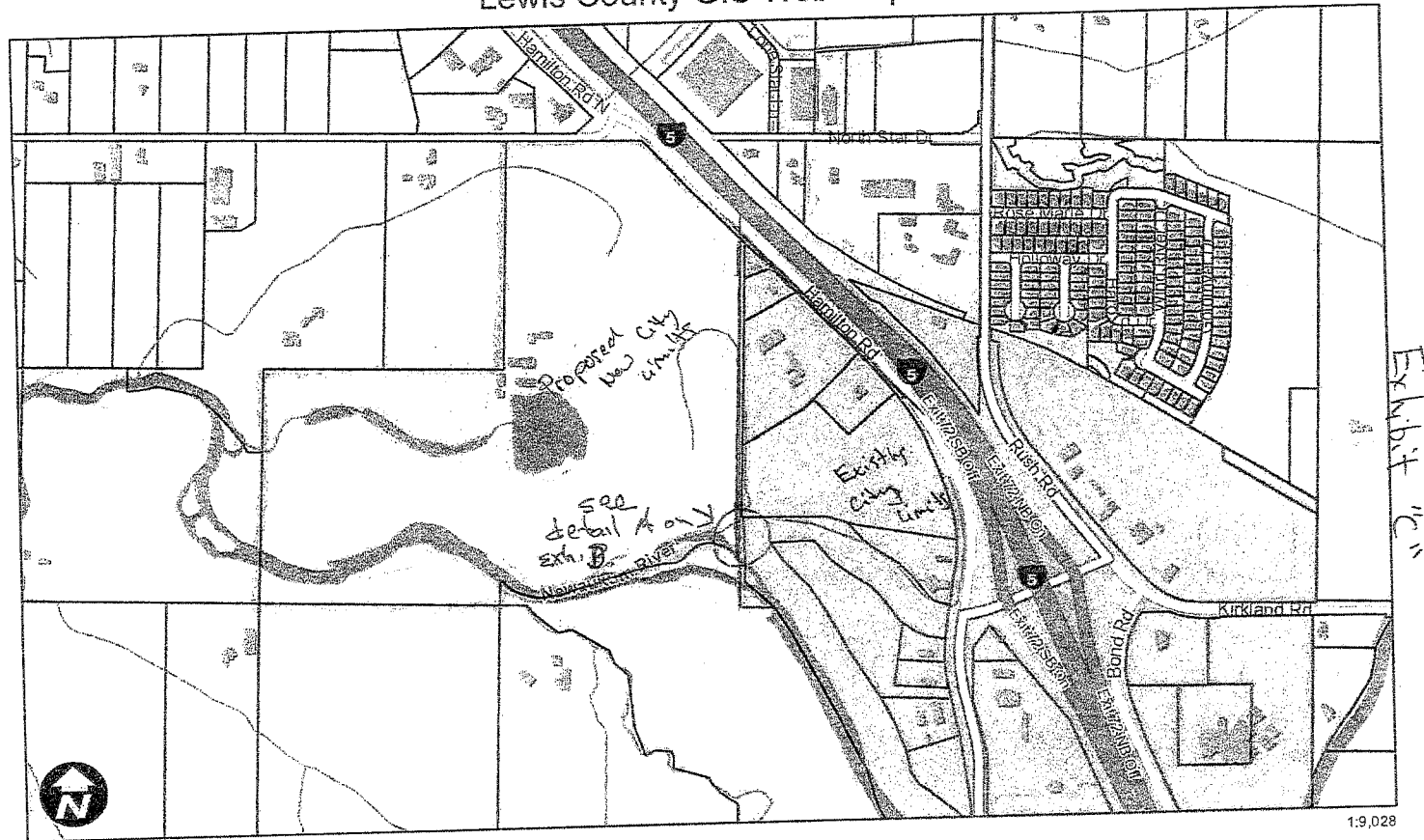
Dated this 28<sup>th</sup> day of February, 2025

Address, Phone #, and Email	Number of Housing Units	Number of persons in Household	Name of Each Person Residing in Household	Property Owner/Contract Buyer Signature
259 Hamilton Rd. 360-508-1149, <sup>sterling@</sup> sterlingbreencrushing.com	0	1	Rental	Sterling D. Brown
				Nicola S Ely

### Required Documents:

- Legal Description of Property including the tax parcel numbers
- Vicinity Map showing the proposed annexation boundary

# Lewis County GIS Web Map



4/16/2025, 2:55:45 PM

☐ Parcels

0 412.5 825 1,650 ft  
NAD 1983 StatePlane Washington South FIPS 4502 Feet



Lewis County does not guarantee the accuracy of the information shown on this map and is not responsible for any use or misuse by others regarding this material. It is provided for general informational purposes only. This map does not meet legal, engineering, or survey standards. Please practice due diligence and consult with licensed experts before making decisions.

© Lewis County GIS

Exhibit 101

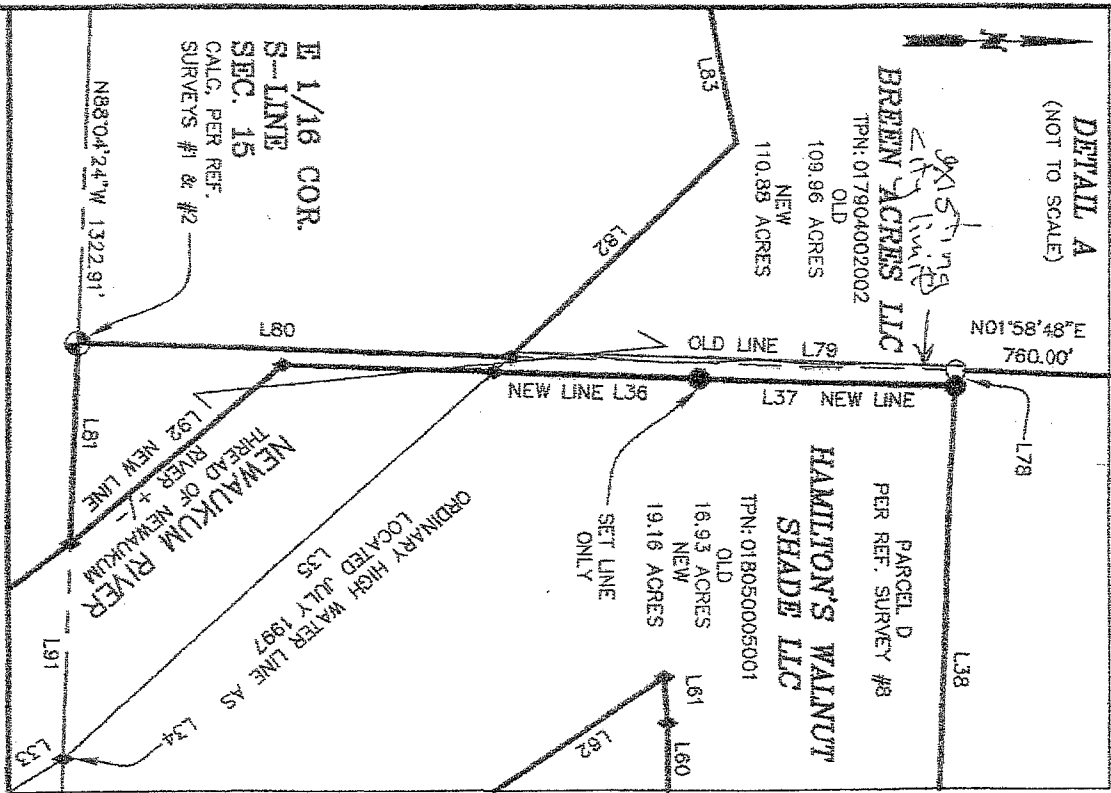
**CONVEY.**

HAMILTON'S WALNUT  
THE WEST 10.00 F  
OF NAPAVINE BOU  
RECORDED ON AJ  
3581283 AND THA  
SOUTHWESTERLY C  
LYING IN THE SOU  
QUARTER OF SECT  
W.M., LEWIS COUN

**NARR.**

THE PURPOSE OF  
MONUMENT THE N  
AS SHOWN IN DE

CURVE	RADIUS
C1	1000.00'
C2	999.30'
C3	1079.30'
C4	1079.30'



BLUHM & ASSOCIAT  
MAKES NO WARRANT  
UNWRITTEN TITLE SI  
ESTOPPEL, ADVERSI  
NO ATTEMPT WAS I  
AND/OR ALL EASES  
ASSOCIATED WITH T

**AUDITOR'S CERTIFICATE**

FILED FOR RECORD THIS 25 DAY OF Feb, 2025 AT  
3:20 P.M. IN BOOK 310 OF SUR AT PAGE 204  
AT THE REQUEST OF BLUHM & ASSOCIATES LAND SURVEYORS, INC.

DEPUTY COUNTY AUDITOR Michael E. Hansen

THIS MAP CORR  
OR UNDER MY  
REQUIREMENTS  
REQUEST OF S  
IN DECEMBER

REVIEWED FOR COMPLIANCE  
WITH RECORDING FORMAT  
LEWIS COUNTY ENGINEERING  
BY SL DATE 2-20-25

REVIEWED FOR APPLICABLE TAXES  
APPROVED FOR RECORDING  
LEWIS COUNTY TREASURER  
BY [Signature] DATE 2/25/25

3619032 B: 36 P: 264 SUR  
02/25/2025 03:20:49 PM Total Pages: 1 Fees: 420  
Larry E. Groves, CPR, Lewis County Auditor, Chehalis, Washi



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

***City of Napavine***  
***Action Memorandum No. 25-11: South Fence at Mayme Shaddock Park***

Originator: Bryan Morris, CD PW Director

Agenda Date: 8/12/2025

Route to:	Department Head	Signature	Date
X No Objections	CD PW Director		
X No Objections	City Clerk		

Review/Accepted by Mayor Shawn O'Neill:

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**Attachment(s):** Assembly of God Parking Lot Map

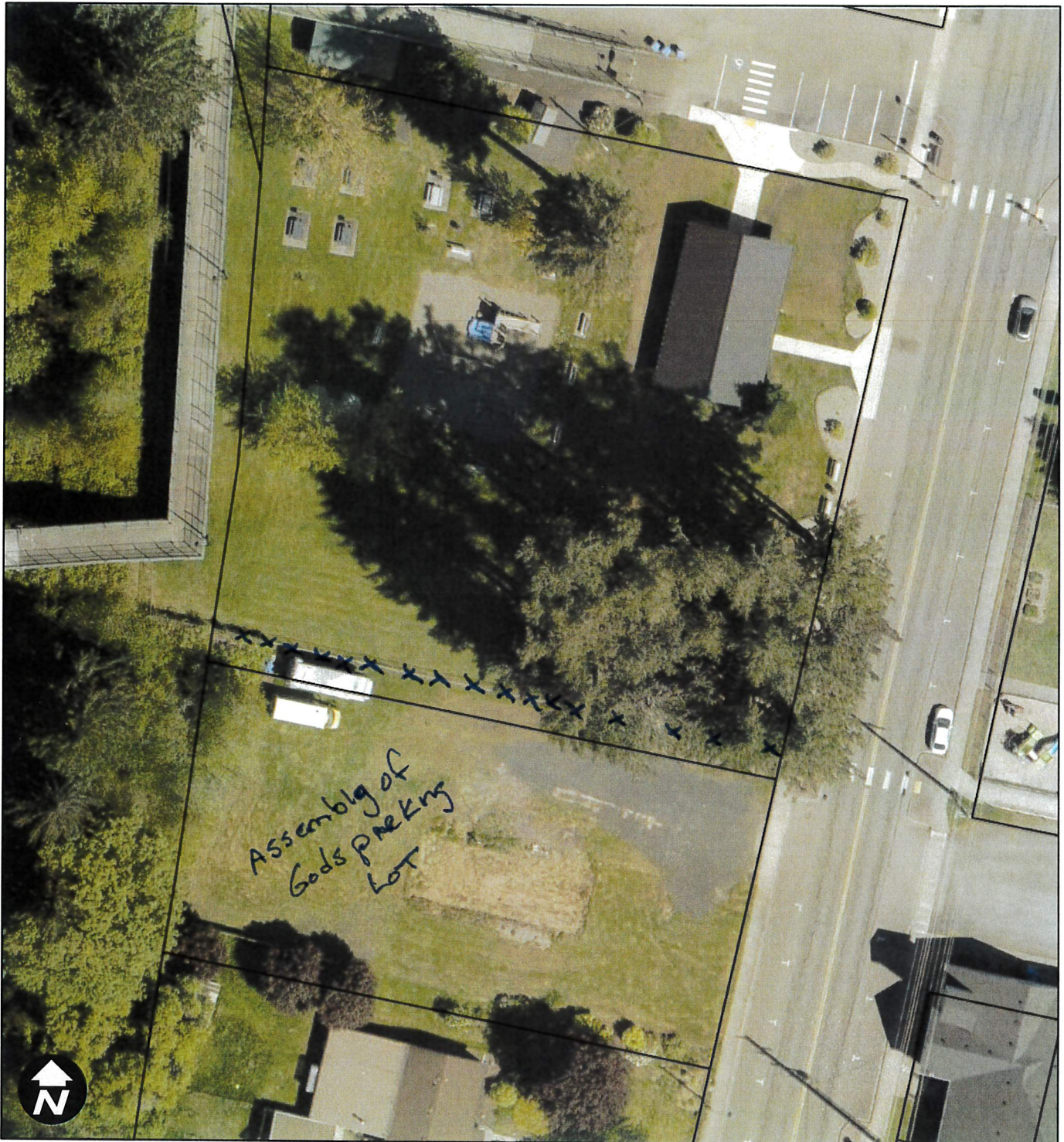
**Fiscal Impact:** yes ☐ no ☒

**Staff Recommendation:**

- Asking the council to approve the permanent removal of the Mayme Shaddock Park South fence.



# Lewis County GIS Web Map



8/12/2025, 10:29:52 AM

1:564



Parcels

0 25 50 100 ft

NAD 1983 StatePlane Washington South FIPS 4602 Feet



Lewis County does not guarantee the accuracy of the information shown on this map and is not responsible for any use or misuse by others regarding this material. It is provided for general informational purposes only. This map does not meet legal, engineering, or survey standards. Please practice due diligence and consult with licensed experts before making decisions.

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**Clerk's Office**  
407 Birch Ave SW, P. O. Box 810  
Napavine, WA 98565  
Phone: (360) 262-3547  
[www.cityofnapavine.com](http://www.cityofnapavine.com)

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To: Mayor and City Council

From: Rachelle Denham, City Clerk

RE: Clerk's Report for Council Meeting, August 12, 2025

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**Utility Billing Information**

- ✓ August Bill Posting - City billed out a total of \$273,577.76
  - ✓ Receipted in August MTD \$28,196.84, YTD \$757,845.71
  - ✓ July 84 delinquencies charged \$2,086.37, 31 door hangers charged \$310, 2 shutoffs charged \$70, total charged \$2,466.37.
  - ✓ Total of 326 badger meters in the ground, up 1 since last reporting.
  - ✓ 51 EyeOnWater app users, up 2 from last reporting.
  - ✓ Senior Discount Renewals received for 2025 is 19 (water/sewer) **no change since last reporting**
  - ✓ Temp Non-Use Renewals received for 2025 (sewer 23/water 34 ) **no change since last reporting**
  - ✓ 2025 Dog License renewals 135 up from 124 at last reporting
  - ✓ 5 Park Reservations for August
-

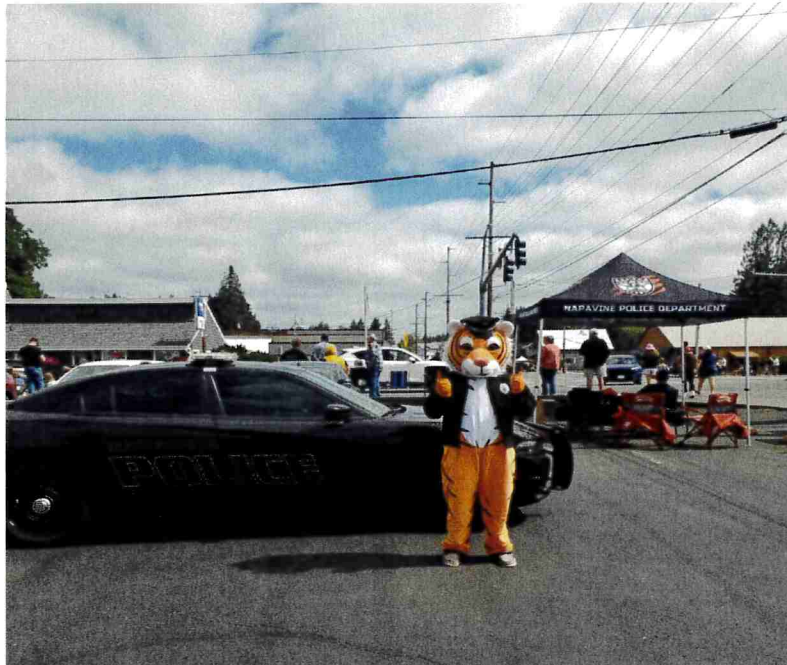




# ***NAPAVINE POLICE DEPARTMENT***

## **COUNCIL 8/12/25 STAFF REPORT**

- The monthly call totals for July are included in your packet.
- Part-time assistant consideration and duties outlined are included in your packet.
- The Funtime Festival and parade were a great success. Our officers posted at each crossroad to maintain the road closures and crowd control for safety. As always, the Tiger made an appearance. We appreciate Fire District 5 and the LCSO for the joint effort to see that this event went well! (Picture Below)



## Napavine Police Department Monthly Call Activity Report

#	Type of Call
	Abandoned/Disabled Vehicles
3	Accidents
4	Agency/Dept. Assists
3	Alarms
6	Animals
	Arson
	Assault Offenses
5	ATC (Attempt to Contact)
	ATL (Attempt to Locate)
	Bad Checks
	Burglary
	Child Abuse/Neglect
	Child Molestation/Rape/Comm
4	Civil/Public
	Death Investigations
	Disorderly Conduct
5	Disputes
3	Drugs/Paraphernalia Violations
1	DUI
	Eluding
1	Fire Call
	Firearms
2	Fireworks
	Forgery
2	Fraud/Scam/Counterfeit/Ident Theft
4	Harrassment
	Homicide
1	Illegal Burn
12	Information/General
1	Juvenile
	Kidnapping/Abduction
	Littering
1	Lost/Missing/Found Persons

#	Type of Call
1	Malicious Mischief
	MIP/Furninshing Liquor Mino
4	Noise
	Overdose
1	Property/Lost/Found/Recovered
	Rescue-Minor/Major
	Robbery
	Runaway
	Sex Offenses/Pornography
	Shoplifting
	Suicide/Threats/Attempts
1	Shooting/Weapons/Explosives/Hazard
2	Suspicious Circumstances
3	Suspicious Person/Vehicle
5	Traffic - Criminal
39	Traffic - Infractions
7	Traffic - Other/Hazards/Patrol
3	Tresspassing
1	Thefts/Larceny
	Thefts (Motor Vehicle)/tmvwp/recstveh
	Vandalism
	Vehicular Assault
	Vehicle Prowl
	Violation City Ordinance/Nuisance
1	Violation of Protection/Harrass Ord
1	Warrants/Wanted Person
	Welfare Checks
2	911 Hang Up
1	Hit & Run Accident
	Security Check- Business/Residential
	Community Event
	Unlawful Imprisonment

130

**JULY MONTHLY TOTAL**

854

**YEAR TO DATE 2025**  
(As of the end of July 2025)



To: Mayor and City Council

From: Michelle Whitten, City Treasurer

RE: Treasurer's Report Council Meeting Date: Aug 12, 2025

**Treasurer Report:**

- ✓ Update to the Business License Ordinance due to new legislation and a clean up of the prior Ordinance.
- ✓ Reimbursement requests for grants and Pass thrus in the amount of \$61,230.35 invoiced out.
- ✓ The City currently utilizes US Cellular for all cell phones, mifi's, laptops, mdt's. T-mobile has purchased US Cellular. I am working with the police department and public works dept. in making the switch. Police are currently testing phones for coverage which will include the T mobile towers, US Cellular towers and Starlink.
- ✓ Our banking institute Umpqua has been taken over by Columbia Bank. Those changes will be happening and there should not be any additional costs with the change.
- ✓ One of the city bonds is coming due on Aug 15<sup>th</sup> in the amount of \$150,000. I will work with our bond representative in purchasing a new bond to replace it. This chart shows Investment earned for the year and ending investments and cash (money in bank).

	2020	2021	2022	2023	2024	thru 7/31
Inv Int Earned	\$5,721	\$3,208	\$8,835	\$22,195	\$58,451	\$45,400
Ending Inv	\$1,101,032	\$1,101,565	\$1,108,176	\$1,722,122	\$2,041,505	\$2,079,734
Ending Cash	\$3,043,676	\$4,282,886	\$5,119,793	\$5,525,971	\$3,686,522	\$3,612,655
<b>End Inv+Cash</b>	<b>\$4,144,708</b>	<b>\$5,384,451</b>	<b>\$6,227,969</b>	<b>\$7,248,093</b>	<b>\$5,728,027</b>	<b>\$5,692,389</b>

- ✓ Budget Season is just around the corner! All department heads are currently working on their 6 Year Capital Facilities Plan.
- ✓ The State Auditors Office would like to begin the 2023-2024 audit this Fall.

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**To:** Mayor and City Council  
**From:** Bryan Morris, PW/CD Director  
**RE:** Staff Report for Council Meeting, August 12, 2025

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- **Planning Commission Meeting Minutes**

- Next Planning Commission meeting is August 18, 2025.

- **Project Updates**

- Scots Industries – Working on the upgrade of the water system. The booster station upgrade is almost complete. Next step is the reducing stations on Rush Road.
- Cell tower on city property – Applicant is filling out the required RCO Allowable Use Form.
- TA Project – Per the developer, the project is expected to start back up in June or July. Bryan provided a courtesy review on the truck stop building plans.
- Rush Road STIP – The Public Works Director reviewed the 60% plans and requested some changes.
- Woodard Road (Tiger Meadows) – City is waiting for developer to submit final plans.
- Jefferson Station – Contractor should be starting the project soon.
- Source Water Protection Grant - Waiting on determination for emergency source to be added to the existing water system. Two possible options. 1. Authorize the city to utilize more water out of the existing well by upgrading pumps. 2. Drill an emergency well. Either option would provide the city with 5 to 10 years to find a long-term solution. Need to meet with the tribes for any concerns with the creek behind city hall.



## CITY COUNCIL MEETING AGENDA

Tuesday – August 26, 2025 – 6:00 PM

Shawn O'Neill,  
Mayor  
[soneill@cityofnapavine.com](mailto:soneill@cityofnapavine.com)

Brian Watson,  
Council Position No.1  
[bwatson@cityofnapavine.com](mailto:bwatson@cityofnapavine.com)

Ivan Wiediger,  
Council Position No.2  
[iwiediger@cityofnapavine.com](mailto:iwiediger@cityofnapavine.com)

Don Webster,  
Council Position No.3  
[dwebster@cityofnapavine.com](mailto:dwebster@cityofnapavine.com)

Heather Stewart,  
Council Position No.4  
[hstewart@cityofnapavine.com](mailto:hstewart@cityofnapavine.com)

Duane Crouse,  
Council Position No.5  
[dcrouse@cityofnapavine.com](mailto: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](http://www.cityofnapavine.com)

## ● COUNCIL MEETING CANCELED

There will be no council meeting held on August 26th due to the council having summer recess. The next scheduled council meeting will be on September 9<sup>th</sup> at 6:00 pm.